



City Council Agenda

Monday, August 21, 2023

6:00 PM

City Council Chambers

Members of the public who wish speak during public comment or an agenda item during this meeting can do so virtually by registering at www.cityofroseville.com/attendmeeting

(Any times listed are approximate – please note that items may be earlier or later than listed on the agenda)

6:00 p.m. **1. Roll Call**

Voting & Seating Order: Groff, Strahan, Etten, Schroeder, and Roe

6:01 p.m. **2. Pledge of Allegiance**

6:02 p.m. **3. Approve Agenda**

6:03 p.m. **4. Public Comment**

5. Recognitions and Donations

6:10 p.m. a. Proclaim Hispanic Heritage Month

6:15 p.m. b. Receive 2023 League of Minnesota Cities Sustainable City Award

6. Items Removed from Consent Agenda

7. Business Items

6:30 p.m. a. Consider Amending City Code Chapter 316 relating to sales of Tetrahydrocannabinol (THC) Products

6:50 p.m. b. Receive the 2024 City Manager Recommended Budget and Tax Levy

8:05 p.m. c. Discussion regarding ordinance language pertaining to Sacred Communities and Micro-Unit Dwellings

8:25 p.m. d. Discussion Regarding Adoption of a 'Reasonable Accommodation' Ordinance

8. Council Direction on Councilmember Initiated Agenda Items

8:45 p.m. **9. Approval of City Council Minutes**

a. Approve Minutes from the July 24, 2023 City Council Meeting

b. Approve Minutes from the August 7, 2023 City Council Meeting

8:50 p.m. **10. Approve Consent Agenda**

a. Approval of Payments

b. Approval of 2 Temporary Liquor Licenses

c. Approve General Purchases Exceeding \$10,000 or Sales of Surplus Items

d. Adopt a Resolution approving a City SAC Credit Policy

e. Certify Unpaid Utility Charges to the Property Tax Roll

f. Approve Agreement with Alerus for Flexible Benefit and COBRA administration

g. Approve Dish Wireless Antenna Lease Agreement at Alta Vista Tower

h. Approve First Amendment to New Cingular Wireless Antenna Lease at Alta Vista

Tower

- i. Adopt Resolution Prohibiting Parking on Dale Street by the Nature Center
- j. Approve No Parking Resolution for Dale Street from Larpenteur Avenue to Lovell Avenue
- k. Authorize Purchase Order with Flagship Recreation for Playground Engagement, Design, Equipment, and Installation
- l. Adopt a Resolution to Accept Roseville Police Foundation Donation

8:55 p.m. **11. Future Agenda Review, Communications, Reports, and Announcements
- Council and City Manager**

- a. Future Agenda 08/21/2023

9:05 p.m. **12. Adjourn**



Hispanic Heritage Month September 15 - October 15, 2023

Whereas: The City of Roseville recognizes and honors contributions of all members of our community; and

Whereas: September 15 is the anniversary of independence for five Latin American countries: Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua; and Mexico achieved independence on September 16; and Chile achieved independence on September 18; and

Whereas: In 1988 the United States Congress adopted a resolution designating September 15 to October 15 of each year as National Hispanic Heritage Month; and

Whereas: Hispanic Americans bring a rich cultural heritage representing many countries, ethnicities and religious traditions which contribute to America's future; and

Whereas: The Hispanic community has had a profound influence on our country through their strong commitment to family, faith, hard work, and services, and they have enhanced and shaped our national heritage with centuries old traditions that reflect the multiethnic and multicultural customs of their community; and

Whereas: During National Hispanic Heritage Month, the United States celebrates the culture and traditions of Spanish speaking residents who trace their roots to Spain, Mexico, Central America, South America and the Caribbean.

Whereas: The City of Roseville invites all members of the community to celebrate 2022 Hispanic Heritage Month with a theme of "Latinos: Driving Prosperity, Power and Progress in America"; and

Now, Therefore Be It Resolved, that the City Council hereby proclaim September 15 to October 15, 2023 to be Hispanic Heritage Month in the City of Roseville, County of Ramsey, State of Minnesota, U.S.A

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this 21st day of August 2023.

Mayor Daniel J. Roe



Mes de la Herencia Hispana 15 de Septiembre – 15 de Octubre, 2023

Considerando que: La Ciudad de Roseville reconoce y honra las contribuciones de todos los miembros de nuestra comunidad; y

Considerando: El 15 de Septiembre es el aniversario de la independencia de cinco países latinoamericanos: Costa Rica, El Salvador, Guatemala, Honduras y Nicaragua; y México alcanzó la independencia el 16 de Septiembre; y Chile alcanzó la independencia el 18 de Septiembre; y

Considerando que: En 1988, el Congreso de los Estados Unidos aprobó una resolución que designaba del 15 de Septiembre al 15 de Octubre de cada año como Mes Nacional de la Herencia Hispana; y

Considerando que: Los hispanoamericanos traen una rica herencia cultural que representa muchos países, etnias y tradiciones religiosas que contribuyen al futuro de Estados Unidos; y

Considerando que: La comunidad hispana ha tenido una profunda influencia en nuestro país a través de su fuerte compromiso con la familia, la fe, el trabajo duro y los servicios, y han mejorado y moldeado nuestro patrimonio nacional con tradiciones centenarias que reflejan las costumbres multiétnicas y multiculturales de sus comunidad; y

Considerando: Durante el Mes Nacional de la Herencia Hispana, Estados Unidos celebra la cultura y las tradiciones de los hispanohablantes que trazan sus raíces a España, México, América Central, América del Sur y el Caribe.

Considerando que: La Ciudad de Roseville invita a todos los miembros de la comunidad a celebrar el Mes de la Herencia Hispana 2023; con el tema “Los Hispanos impulsan La Prosperidad, El Poder, y El Progreso de Estados Unidos”; y

Ahora, Sea Resuelto, que el Concejo Municipal proclame del 15 de Septiembre al 15 de Octubre de 2023 el Mes de la Herencia Hispana en la Ciudad de Roseville, Condado de Ramsey, Estado de Minnesota, Estados Unidos.

En Testigo de lo cual, he firmado el presente y he hecho que el Sello de la Ciudad de Roseville se coloque este 21 día de Agosto de 2023.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8/21/2023
Item No.: 5.b.

Department Approval



City Manager Approval



Item Description: Receive 2023 League of Minnesota Cities Sustainable City Award

Background

The Sustainable City Award is given each year to a city for its work to achieve its sustainability goals through implementation of one or more of the GreenStep Cities program's 29 best practices. The League of Minnesota Cities honored the City of Roseville as one of its 2023 winners of the Sustainable City Award, for the City's work on its Energy Action Plan and Partners in Energy Program implementation. Roseville's Energy Action Plan and Partners in Energy Program incorporates several GreenStep Cities best practices including Benchmarks and Community Engagement; Efficient Existing Private Buildings; Green Business Development; and Renewable Energy.

Policy Objectives

Roseville's Energy Action Plan supports the City of Roseville's pledge to reduce 80% of its greenhouse gas emissions by 2050 in its 2040 Comprehensive Plan.

Racial Equity Impact Summary

There are no equity impacts with this award.

Budget Implications

There are no costs to the City. The award includes a \$1,000 cash prize.

Staff Recommendations

Staff recommends Council receive the short presentation and accept the 2023 Sustainable City Award on behalf of the City of Roseville.

Requested Council Action

Accept the League of Minnesota Cities 2023 Sustainable City Award on behalf of the City of Roseville.

Prepared by: Noelle Bakken, Sustainability Specialist

Attachments: None

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8/21/2023
Item No.: 7.a.

Department Approval

City Manager Approval



Item Description: Consider Amending City Code Chapter 316 relating to sales of Tetrahydrocannabinol (THC) Products

Background

In 2022, the Minnesota Legislature passed a law permitting the sale of edible and beverage products that contain a certain amount of Tetrahydrocannabinol (THC) content. On August 8, 2022 the City Council adopted a moratorium on the sales of THC products to allow for the City to consider the proper regulatory and licensing framework. On November 7, 2022, the City Council adopted an ordinance creating Chapter 316 of the City Code (Attachment 1). Among other things, Chapter 316 limits the amount of THC licenses allowed to be issued in the City to 8 and limited those licenses to only "age-restricted" establishments that only allow persons over 21 to enter.

The City has already issued the maximum 8 THC licenses allowed under Chapter 316. Current THC retail license holders are listed below:

- | | |
|--------------------------------|----------------------|
| • Roseville Smoke Shop | 2113 Snelling Ave. |
| • Roseville Smoke Shop | 1732 Lexington Ave. |
| • Roseville Tobacconist Inc. | 2217 Snelling Ave. |
| • Noble Tobacco | 2681 Rice St. |
| • Blume Brauhaus | 1744 Terrace Ave. |
| • Ascent | 2216 County Road D |
| • Lustrous Spirits (MGM) | 1149 Larpenteur Ave. |
| • Cub Wine & Spirits (Har Mar) | 2100 Snelling Ave. |

In 2023, the Minnesota Legislature passed a law that legalizes adult-use cannabis in Minnesota. As part of the new law, the Legislature made some changes to the previous THC law, including allowing "Exclusive Liquor Stores" (as defined by Minnesota Statutes [340A.101, subdivision 10](#)) to sell edible and beverage products containing THC.

With the recent changes in law allowing liquor stores to sell THC products as well as an overall increase in inquiries from restaurants interested in serving THC beverage products, on August 7 staff brought forward a request for the City Council to consider amending Chapter 316 to reflect the new state law and address the current cap on THC licenses. Based on that discussion, staff is bringing forward the following changes to Chapter 316 for the City Council to consider adopting:

1) Remove the prohibition of Exclusive Liquor Stores holding a THC License

The definition of exclusive liquor store in Section 316.02 (lines 49-50) should be removed as it is no longer needed. City Code Section 316.05 (a) (2) [lines 153-155] which specifically prohibits exclusive liquor stores from receiving a THC license, is also proposed to be removed.

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39
40 2) Modify what type of establishments can receive a THC license

41 Currently, only Age-Restricted Establishments that prohibit entry by persons under 21 and meet certain
42 building and structural criteria can receive a license to sell THC products. With the new law allowing
43 liquor stores to sell THC licenses and given that many restaurants that hold an on-sale liquor license will
44 most likely want to sell THC beverages along with beer, wine, and liquor, 316.03 (a) [lines 81-83] is
45 proposed to be modified that holders of liquor licenses that want to sell THC products can also receive a
46 license from the City. With this change, only Age-Restricted Establishments and holders of liquor
47 licenses can receive a license to sell THC products.

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49 3) Modify the cap on THC licenses issued by the City

50 Given the ability of liquor stores to now sell THC products and the desire by on-sale liquor license
51 holders to sell THC products, it is proposed that 316.03 (j) is amended to state that the cap of 8 licenses
52 does not apply to establishments that have a liquor license. The cap of 8 THC licenses will apply to the
53 only other category that can be licensed to sell THC products, namely Age-Restricted Establishments.

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55 Staff posted the proposed ordinance amendment to the website 10 days prior to the August 21 City
56 Council meeting in compliance with state law.

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58 **Policy Objectives**

59 Local governments are delegated licensing authority from the state to protect the health, safety, and
60 general welfare of their residents. Requiring licenses for the sale of THC products does that and also
61 aligns with the City's Aspirations to be "Safe and Law Abiding"

62
63 **Racial Equity Impact Summary**

64 While the changes outlined in this staff report regard the business licensing of THC sales and no direct
65 racial equity impact is expected, it should be noted that a major reason that the Minnesota Legislature
66 legalized the use of cannabis and THC centered around racial equity. Studies have shown that there are
67 some communities that have experienced a disproportionate, negative impact from cannabis regulation
68 enforcement. With the legalization of these products, it is hoped that disproportionate and negative
69 impacts on BIPOC communities around cannabis will be lessened and eventually eliminated.

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71 **Budget Implications**

72 Based on changes approved by the City Council, there is a possibility to issue additional THC licenses
73 which will lead to more revenue. Currently, the fee for a THC license is \$300 annually.

74
75 **Staff Recommendations**

76 Staff recommends adoption of the ordinance and ordinance summary amending Chapter 316 of City
77 Code requiring licensing of establishments selling THC products.

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79 **Requested Council Action**

80 Motion to adopt an ordinance amending Chapter 316 of City Code requiring licensing of establishments
81 selling THC products.

82
83 -and-

84
85 Motion to adopt ordinance summary.

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

Attachments: 1. Ordinance
2. Ordinance Summary

**City of Roseville
ORDINANCE NO.**

AN ORDINANCE AMENDING

TITLE 3, CHAPTER 316

**AN ORDINANCE AMENDING TITLE 3, CHAPTER 316
TETRAHYDROCANNABINOL (THC) PRODUCTS RELATED
TO ESTABLISHMENTS HOLDING A LICENSE UNDER
MINNESOTA STATUTE CHAPTER 340A.**

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1: Title 3 Section 316.02 of the Roseville City Code is amended to read as follows:

Section 316.02. DEFINITIONS

Except as may otherwise be provided or clearly implied by context, all terms shall be given their commonly accepted definition. The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Age-Restricted Establishment. An establishment licensed under this Chapter which:

- (a) Prohibits persons under 21 years of age from entering the establishment at all times;
- (b) Posts conspicuous written notice of such age restriction at all entrances to the establishment;
- (c) Meet all of the following building or structural criteria:

(1) ~~(1)~~ Shares no wall with, and has no part of their structure adjoined to any other business or retailer, unless the wall is permanent, completely opaque and without doors, windows, and pass-throughs to the other business or retailer; and

(2) ~~(2)~~ Is accessible by the public by an exterior door.

Compliance Checks. The system the City uses to investigate and ensure those authorized to sell licensed products are following and complying with the requirements of this article. Compliance checks involve the use of persons under 21 who purchase or attempt to purchase licensed products. Compliance checks may

also be conducted by the City or other units of government for educational, research, and training purposes, or for investigating or enforcing Federal, State, or local laws and regulations relating to licensed products.

~~*Exclusive Liquor Store.* An establishment that meets the definition of exclusive liquor store in Minnesota Statutes, section 340A.101, subdivision 10.~~

Licensed Product or THC Product. Any product that contains more than trace amounts of tetrahydrocannabinol and meets the requirements to be sold for human or animal consumption under Minnesota Statutes, section 151.72, as may be amended from time to time. Licensed product does not include medical cannabis as defined in Minnesota Statutes, section 152.22 subdivision 6, as may be amended from time to time.

Movable Place of Business. Any form of business operated out of a kiosk, truck, van, automobile, or other type of vehicle or transportable shelter and not a fixed address storefront or other permanent type of structure authorized for sales transactions.

Sale. Any transfer of goods for money, trade, barter, or other consideration.

Self-Service Merchandising. Open displays of licensed products in any manner where any person has access to the licensed products without the assistance or intervention of the licensee or the licensee's employee. Assistance or intervention means the actual physical exchange of the licensed product between the customer and the licensed employee.

Vending Machine. Any mechanical, electric, or electronic, or other type of device that dispenses licensed products upon the insertion of money, tokens, or other form of payment directly into the machine by the person seeking to purchase the licensed product.

SECTION 2: Title 3, Section 316.03 of the Roseville City Code is hereby amended to read as follows:

(a) *License Required.* No person shall sell or offer to sell any licensed product within the city without first having obtained a license to do so from the City. A license will only be issued to an Age-Restricted Establishment and an establishment holding a license under Minnesota Statute Chapter 340A.

(b) *Application.* An application for a license to sell licensed products shall be made to a form provided by the City. The application shall contain the full name of the applicant. The applicant's residential and business

address and telephone numbers, the name of the business for which the license is sought, and any additional information the City Manager deems necessary. Upon receipt of a completed application, the City Clerk shall forward the application to the City Council for action at its next regularly scheduled City Council meeting.

Applications shall include a review by the Police Department or other qualified service providers on conducting and completing criminal background checks. The City may conduct a background check on any an application for a renewal of a license if it is in the public interest to do so.

At the time of application, the applicant shall furnish the City with a list of all persons that have an interest of five percent or more in the business. It is the duty of each business licensee to notify the City Clerk in writing of any change in ownership in the business. Any change in the ownership or control of the business shall be deemed equivalent to a transfer of the license, and such license shall be revoked 30 days after any such change in ownership or control unless the licensee has notified the City Clerk of any change in ownership by submitting a new license application for the new owners. The council may revoke any license issued upon its determination that a change of ownership of a licensee has actually resulted in the change of control of the licensed business so as to materially ~~to~~ affect the in integrity and character of its management and its operation, but no such action shall be taken until after a hearing by the Council on notice to the licensee.

(c) *Action.* The City Council may either approve or deny the application for a license, or it may delay action for a treasonable period of time as necessary to complete any investigation of the application or the applicant it deems necessary. If the City Council denies the license, notice of the denial shall be given to the applicant along with notice of the applicant's right to appeal the City Council's decisions. If a license application is denied, the earliest an applicant may reapply is 12 months from the date the license is denied.

(d) *Term.* All licenses issued under this article shall expire on December 31 of each year.

(e) *Revocation or Suspension.* Any license under this article may be revoked or suspended as provided in Section 316.10.

(f) *Transfers.* All licenses issued under this article shall be valid only on the premises for which the license was issued and only for the person or business to whom the license was issued. The transfer of any license to another location, business, or person is prohibited.

(g) *Display*. All licenses shall be posted and displayed in plain view of the general public on the licensed premises.

(h) *Renewals*. The renewal of a license issued under this article shall be handled in the same manner as the original application.

(i) *Issuance as Privilege and Not a Right*. The issuance of a license issued under this article is a privilege and does not entitle the license holder to automatic renewal of the license.

(j) *Cap on Total Licenses*. The total number of licenses for Tetrahydrocannabinol Products shall not exceed eight (8). This cap on total licenses does not apply to establishments holding a license under Minnesota Statute Chapter 340A.

SECTION : Title 3 Section 316.05 of the Roseville City Code is amended to read as follows:

(a) *Ineligibility, ~~(1)~~ Moveable Place of Business*. No license shall be issued to a moveable place of business. Only fixed location businesses shall be eligible to be licensed under this article.

~~(2) — Exclusive Liquor Store. No license shall be issued to an exclusive liquor store as defined in Minnesota Statutes, section 340A.101, subdivision 10.~~

(b) *Grounds for Denial*. Grounds for denying the issuance or renewal of a license under this Chapter include, but are not limited to, the following:

(1) The applicant is under the age of 21 years.

(2) The applicant is prohibited by Federal, State, or other local law, ordinance, or other regulation from holding a license.

(3) The applicant has been convicted within the past five years for any violation of a Federal, State, or local law, other ordinance, provision, or other regulation relating to the licensed products.

(4) The applicant has had a license to sell licensed products suspended or revoked during the 12 months preceding the date of application, or the applicant has or had an interest in another premises authorized to sell licensed products, whether in the City or in another jurisdiction, that has had a license to sell licensed products suspended or revoked during the same time period,

provided the applicant had an interest in the premises at the time of the revocation or suspension, or at the time of the violation that led to the revocation or suspension.

(5) The applicant is a business that does not have an operating officer or manager who is eligible pursuant to the provisions of this article.

(6) The applicant is the spouse of a person ineligible for a license pursuant to the provision of Subsections (b)(2) and (3) of this section or who, in the judgement of the Council, is not the real party in interest or beneficial owner of the business to be operated, under the license.

(7) The applicant fails to provide any information required on the application or provides false or misleading information. Any false statement on an application, or any willful omission of any information called for on such application form, shall cause an automatic refusal of license, or if already issued, shall render any license issued pursuant thereto void and of no effect to protect the applicant from prosecution for violation of this Chapter or any part thereof.

(c) No license shall be granted or renewed for operation on any premises on which real estate taxes, assessments, or other financial claims of the City or of the State are due, delinquent, or unpaid.

SECTION 4: Effective date. This ordinance shall take effect upon its passage and publication.

Passed by the City Council of the City of Roseville this ____ day of _____ 2023.

204 **Signatures as follows on separate page:**

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206 *Ordinance – Title of Ordinance* -

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208
209 (SEAL)

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211
212 CITY OF ROSEVILLE

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214
215 BY: _____
216 Daniel J. Roe, Mayor

217
218 ATTEST:

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221 _____
222 Patrick Trudgeon, City Manager
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224
225

City of Roseville
ORDINANCE SUMMARY NO. ____

**APPROVING PUBLICATION OF AN ORDINANCE SUMMARY OF THE
AMENDMENT TO TITLE 3, CHAPTER 316 OF THE
ROSEVILLE CITY CODE IN ORDER TO REGULATE
ESTABLISHMENTSHOLDING A LICENSE UNDER MINN. STAT. 340A**

SECTION 1: The City Council of the City of Roseville, on August 21, 2023, adopted Ordinance No. _____. Minnesota Statutes, section 412.191, subd. 4, allows publication by title and summary in the case of lengthy ordinances or those containing charts or maps.

The City Council has determined that the following summary would clearly inform the public of the intent and effect of the ordinance.

SECTION 2: The following is the official summary of Ordinance No. _____ approved by the City Council of Roseville on August 21, 2023, 2023 and directs the City Clerk to publish the title and summary as follows in the official newspaper in lieu of the entire ordinance:

On August 21, 2023, the City Council of the City of Roseville adopted Ordinance No. _____, an ordinance amending Title 3 Chapter 316 of the Roseville city code in order to allow establishments holding a license under Minnesota Statute Section 340A to obtain a license to sell Tetrahydrocannabinol Products, which licenses will not be included in the cap on total licenses and the requirement that such establishments be age restricted.

SECTION 3: A printed copy of the full ordinance is available for inspection by any person during regular office hours in the office of the City Manager at the Roseville City Hall, 2660 Civic Center Drive, Roseville, Minnesota 55113. A copy of the ordinance and summary shall also be posted at the Reference Desk of the Roseville Branch of the Ramsey County Library, 2180 Hamline Avenue North, and on the Internet web page of the City of Roseville (www.ci.roseville.mn.us).

ATTEST:

Patrick Trudgeon, City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8/21/2023
Item No.: 7.b.

Department Approval



City Manager Approval



Item Description: Receive the 2024 City Manager Recommended Budget and Tax Levy

Background

At the May 8, 2023 City Council meeting, the Council established a general timeline for the 2024 budget process including the following key dates:

2024 Budget Process Timeline	Date
Discussion on <i>Preliminary</i> Cash Reserve Levels	3/13/2023
Establish 2024 Budget Process Calendar	5/8/2023
Discussion on 2024 Legislative Impacts & City Council Priorities	6/20/2023
Presentation of the 2024-2043 Capital Improvement Plan	7/17/2023
EDA Budget & Tax Levy Discussion	7/17/2023
Receive the 2024 City Manager Recommended Budget	8/21/2023
Receive Budget Recommendations from the Finance Commission	9/18/2023
Adopt Preliminary 2024 Budget, Tax Levy, & EDA Levy	9/25/2023
Review 2024 Proposed Utility Rates	11/6/2023
Review 2024 Fee Schedule	11/6/2023
Final Budget Hearing (Truth-in-Taxation Hearing)	11/27/2023
Adopt Final 2024 EDA Tax Levy	12/4/2023
Adopt Final 2024 Budget, Tax Levy, Utility Rates, & Fee Schedule	12/4/2023

To date, the Council has received a number of budget information packages and has held several discussions on city priorities, service levels, legislative impacts and the 2024-2043 Capital Improvement Plan. These discussions and the resulting Council guidance have been incorporated into the 2024 City Manager Recommended Budget & Tax Levy presented below.

2024 City Manager Recommended Budget

The 2024 *citywide* Recommended Budget is \$69,637,928, which is an increase of \$8,308,908 or 13.55%. As part of the overall budget, the City Manager is recommending a tax levy increase of \$2,373,896 or 8.99% over the current levy. The City Manager has prepared a separate memo with detailed information regarding these proposed amounts. The memo is included in Attachment 1, and is accompanied by a PowerPoint presentation (see Attachment 2).

Market valuation data from Ramsey County is not yet available, so the estimated levy impact on a Median-Valued home cannot be calculated at this point in time, this information will be included in the council packet on September 25, 2023. The market valuation data is supposed to be released to cities on August 25, 2023.

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Policy Objectives

The submittal of the City Manager Recommended Budget is required under Mn State Statute 412.701 and serves as a means of guiding subsequent budget discussions as well as communication with citizens and other stakeholders.

Racial Equity Impact Summary

One of the budget organizational priorities identified by the City Manager and Department Heads centered around Equity and Inclusion. This budget, like past budgets, provides funding for a variety of equity initiatives including funding for translation services to better serve community members, support for the Juneteenth event, staff training on equity principles, demographic data resources, and funding for scholarship programs to participate in Roseville's recreation programs.

Budget Implications

See above and attached information

Staff Recommendations

For information purposes only.

Requested Council Action

For information purposes only. No formal Council action is requested, however the Council is asked to provide comment and direction in advance of the preparation of the Preliminary Budget and Tax Levy adoption scheduled for September 25, 2023.

Prepared by: Michelle Pietrick

- Attachments:**
- 1. Attachment 1 - City Manager Budget Memo
 - 2. Attachment 2 - 2024 Budget Presentation
 - 3. Attachment 3 - Citywide Budget By Fund, without EDA
 - 4. Attachment 4 - Budget Summary and Detail By Function
 - 5. Attachment 5 - Reconciliation of Revenue Changes
 - 6. Attachment 6 - Reconciliation of Expenditure Changes
 - 7. Attachment 7 - Capital Improvement Plan 2024-2043-8-17

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2024 CITY MANAGER BUDGET MEMO



CITY MANAGER PATRICK TRUDGEON
CITY OF ROSEVILLE 8/21/2023



Administration Department

Memo

To: Roseville City Council
cc: Roseville Department Heads
From: Patrick Trudgeon, City Manager
Date: August 21, 2023
Re: City Manager 2024 Proposed Budget

I am pleased to present my proposed 2024 City of Roseville budget. This budget reflects the ongoing impact of inflation and supply chain issues continue to have on our budget and operations. In addition, implementation of a once in a decade classification and compensation study also has significant impact to the 2024 budget.

As I mentioned in previous budget messages, Roseville is a complex city that serves a larger population than its actual residents. As a regional commercial and retail destination, Roseville has 35,000 persons journey to Roseville daily for their work and up to 80,000 people traveling through the city every 24 hours on our numerous State and County Roads. These visitors use Roseville's roads, parks, and city services. We need to respond to medical and law enforcement issues regardless of whether they are Roseville residents or not. All this activity requires the City to allocate additional resources above what is needed for a community of Roseville's size.

The 2024 budget continues previous budget proposals that addressed increasing demands on city services and maintains investment in our programs, services, and employees in a responsible and sustainable manner. Personnel costs continue to drive increases in our budget. This budget does not add any new levy-supported staff positions but does increase hours for several positions. The largest cost increase in the budget relates to the implementation of the employee classification and compensation study.

As the City Council knows, it has been 10 years since the last study was completed. Since that last study, Roseville employees have fallen behind in wages in comparison to other benchmark cities. In addition, the job market has become extremely competitive, both in the public and private market, making it imperative that the City has competitive wages to retain and recruit quality employees. As the classification and compensation study is ongoing, but nearing completion, I have attempted to include funding in the 2024 budget to address the implementation of the results of the study. However, as we move into September, I expect that I and the City Council will have better information on the costs to implement and will be able to make modifications to the not-to-exceed budget and levy that needs to be passed by the end of September.

We continue to work on funding for capital needs. In the last decade, the City of Roseville has done much work to stabilize our funding for capital needs. We now have sufficient resources in place for the next 10 + years for most of our infrastructure and equipment funds. We will need to continue to review each capital fund annually to ensure sufficient funding for capital replacement in the future.

Finally, I want to mention the work of the Department Head team in helping prepare this budget. Beyond the submittal of their department budget, the Department Head team spent time identifying organizational priorities that were kept in mind during the budgeting process.

In March, the City Manager and Department Heads met to discuss organizational budget priorities. The Department Heads identified 6 organizational priorities that needed to be addressed as part of the 2024 budget. These priorities centered around 1) People (Employees); 2) Equity and Inclusion; 3) Elevate Environmental Sustainability; 4) Foster Community Success; 5) Consider Engagement; and 6) Provide a Modern and Sustainable Infrastructure. A summary of these organizational priorities is attached to this document. While every priority could not be totally accommodated as part of the 2024 budget, they were used to help frame important components of the budget proposal.

The following pages outline the proposed 2024 budget and its financial impact. They also provide details of my budget priorities and recommendations for new spending.

The proposed 2024 budget totals \$69,637,928 and represents about a 13.5% increase from 2023 due to higher personnel and supply costs as well as increased capital equipment purchases.

Below is a chart showing how the 2024 budget is allocated to different categories. Personnel Services comprise the largest amount of the budget followed by Other Services and Charges and Capital Outlay.

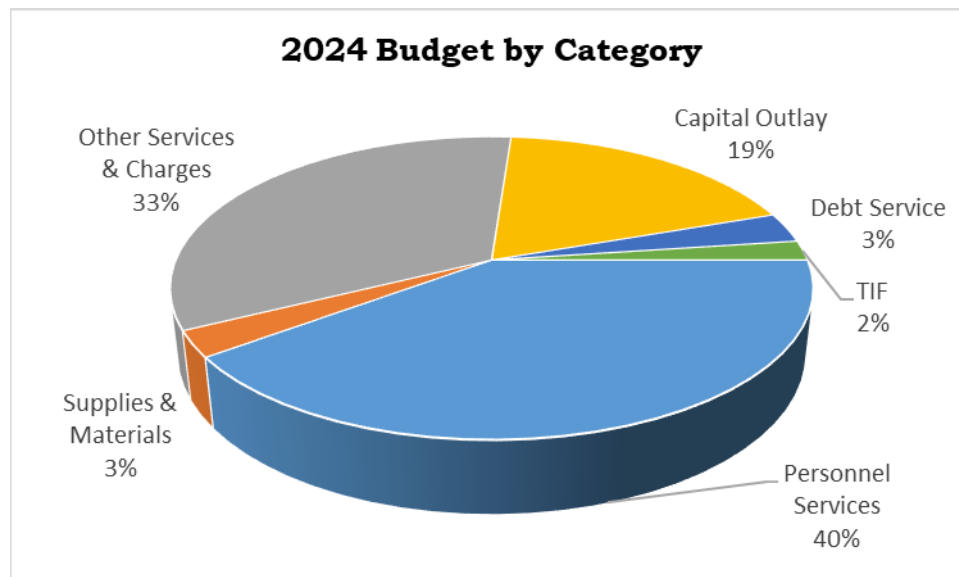


Figure 1

Traditionally, the city budget is divided into two categories: Property Tax-Supported and Fee-Supported. It is important to note that there is fee revenue for items in the Property Tax Supported portion of the budget. However, the single-largest funding source does come from property taxes. Below is a table showing the breakdown between property tax levy and fee revenues for major city functions in the 2024 budget.

Function	Budget Funding Sources			
	Program Revenue	Property Taxes	+/- Other Sources	Total Sources
Police	\$ 2,255,925	\$ 9,323,713	\$ 226,996	\$ 11,806,634
Fire	1,506,719	4,596,751	(878,333)	5,225,137
Parks & Recreation	4,388,879	5,864,137	(54,598)	10,198,418
Public Works & Facilities	2,459,230	5,047,249	1,486,819	8,993,298
General Government	2,293,708	3,953,429	614,456	6,861,593
Water, Sewer, Storm	20,003,193	-	(230,482)	19,772,712
Other	7,267,482	-	(487,347)	6,780,136
Total	\$ 40,175,136	\$ 28,785,280	\$ 677,512	\$ 69,637,928
* Other Sources include: license center fees, building permit fees, revenues from regional collaborations, interest earnings, and use of reserves. Negative balances in Other Sources category depicts funds set aside for future capital replacements.				

Figure 2

The 2024 Property Tax-Supported budget is \$41,057,640, a 10.3% increase. 52% of the costs of the Property Tax-Supported budget is for Personnel Services followed by 22% used for Capital Outlays as shown in the chart below.

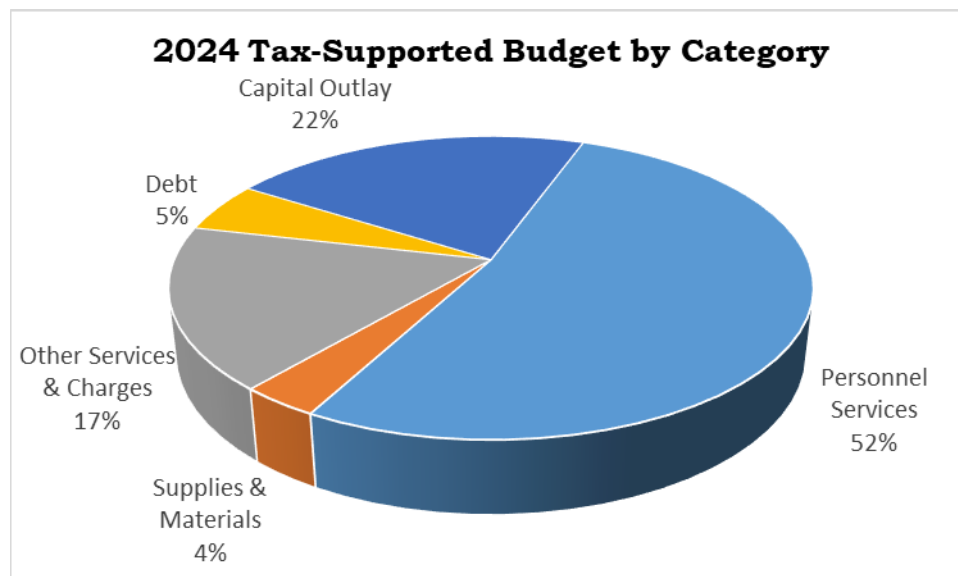


Figure 3

The 2024 Fee-Supported Budget is \$28,580,288, a 13.1% increase. The largest category, Other Services and Charges, has payments to St. Paul Regional Water for water charges and to Metropolitan Council for sanitary sewer charges.

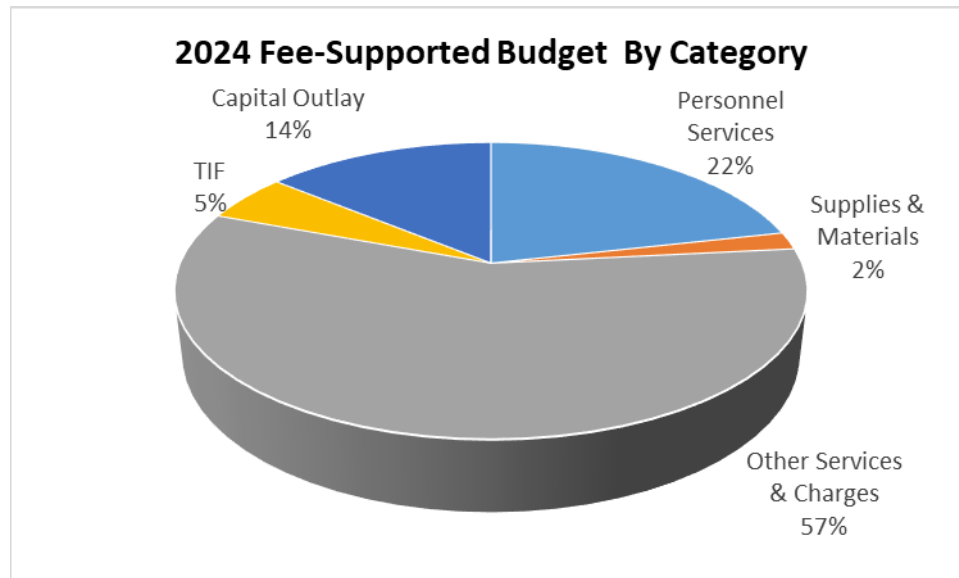


Figure 4

Like previous budgets, most funds are used for operational needs as depicted below:

Function	Budget Funding Uses			Total Uses
	Operations	Capital	Princ & Int on Debt	
Police	\$ 11,221,924	\$ 584,710	\$ -	\$ 11,806,634
Fire	4,494,392	83,000	647,745	5,225,137
Parks & Recreation	6,565,241	2,055,500	1,577,677	10,198,418
Public Works	3,689,098	5,304,200	-	8,993,298
General Government	5,767,103	1,094,490	-	6,861,593
Water, Sewer, Storm	15,995,712	3,777,000	-	19,772,712
Other	6,780,136	-	-	6,780,136
Total	\$ 54,513,606	\$ 12,898,900	\$ 2,225,422	\$ 69,637,928
** Other Funding Uses Include: license center, planning & inspections, TIF and others				

Figure 5

City Manager 2024 Budget Strategies

My approach to the 2024 budget is centered on three main strategies.

- 1) Provide a Modern and Sustainable Infrastructure
- 2) Investment to maintain city programs and workforce
- 3) Strategic use of grant funding

As a result of these priorities, I am proposing a total property tax levy increase of \$2,373,896; a 9% levy increase over 2023. The median-valued Roseville home increased in value from \$335,400 to \$349,900 or an estimated 4.35% value increase over last year. At the time this memo is written, complete information about the cost impact to the median valued single-family home is not available. Ramsey County will not be releasing information regarding fiscal disparity impacts and the full net tax capacity to municipalities until August 25, 2023. Once that information is known, staff will share the impact to the City Council.

The next page is a summary of the proposed 2024 City Manager Budget followed by detailed information about the specifics of my identified funding strategies.

Summary of City Manager Proposed 2024 City of Roseville Budget

Proposed 2024 Budget Amount

Property Tax-Supported	\$41,057,640
Fee-Supported	<u>\$28,580,288</u>
Total	\$69,637,928

Proposed 2024 Budget by Category

Personnel Services	\$27,781,396
Supplies and Materials	\$ 1,942,221
Other Services and Charges	\$24,147,389
Capital Outlay	\$12,066,500
Debt Service	\$ 2,225,422
TIF	\$ 1,475,000
Total	\$69,637,928

Proposed 2024 Tax Levy Summary

Operations	\$22,814,858
Capital	\$ 3,745,000
Debt	<u>\$ 2,225,422</u>
Total	\$28,785,280

Summary of Tax Levy Changes in 2024 Budget

Reclassification of Personnel	\$ 285,739
New Personnel	\$ 0
Compensation Adjustments	\$ 1,504,262
Increased Costs for Supplies, Operations, Contracts	\$ 743,895
Shift of levy from Capital to Operating Budget	<u>\$ (160,000)</u>
Total	\$2,373,896

New Levy Dollar Impact Total	\$2,373,896
-------------------------------------	--------------------

Proposed Levy Increase %	9.00%
Monthly Cost Impact on Median-Value Home (\$349,900)	*
Annual Cost Impact on Median-Value Home (\$349,900)	*

*At the time this memo was written, complete information about the cost impact to the median valued single-family home is not available. Ramsey County will not be releasing information regarding fiscal disparity impacts and the full net tax capacity to municipalities until August 25, 2023. Once that information is known, staff will share the impact to the City Council. It should be noted that the overall market value in 2023 in the City increased 6.65% versus 12.99% in 2022. The value of single-family homes increased by 4.35% while commercial properties increased at a higher rate which will most likely lead to a shift of the tax burden to the commercial sector.

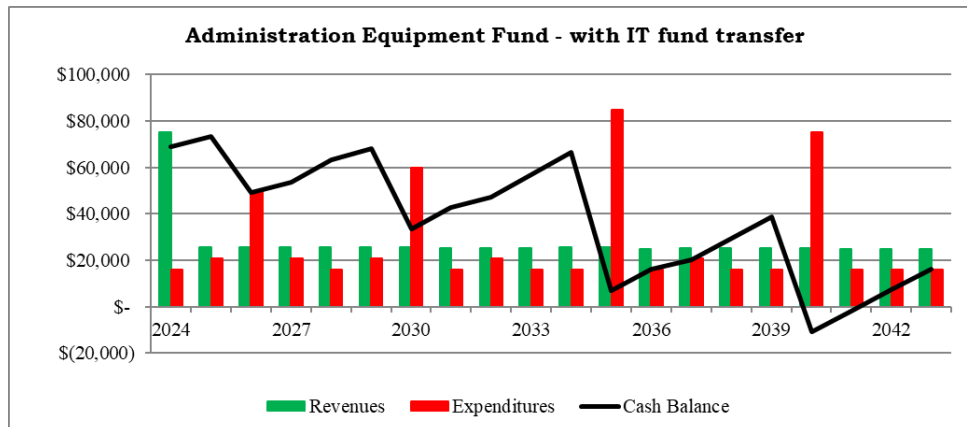
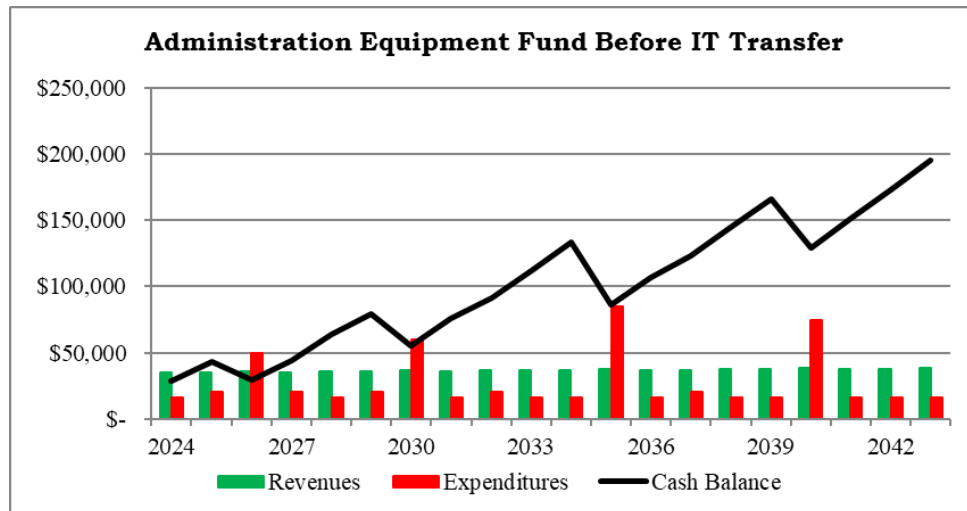
Provide a Modern and Sustainable Infrastructure

The Capital Improvement Plan (CIP) presented to the City Council on July 17, 2023 showed a net increase of levy going towards capital funds in the amount of \$75,000. Based on the City Council discussion at the meeting, staff worked on reallocating existing fund balances to funds that had immediate funding needs with an eye to shifting some levy dollars from capital to operations to lessen the need for a tax levy increase.

First and foremost, the IT capital fund, which had a balance of \$810,214 has been eliminated (future IT needs will be included as part of the department budgets and paid through levy and fee funding). The dollars from the IT capital fund went to the following funds:

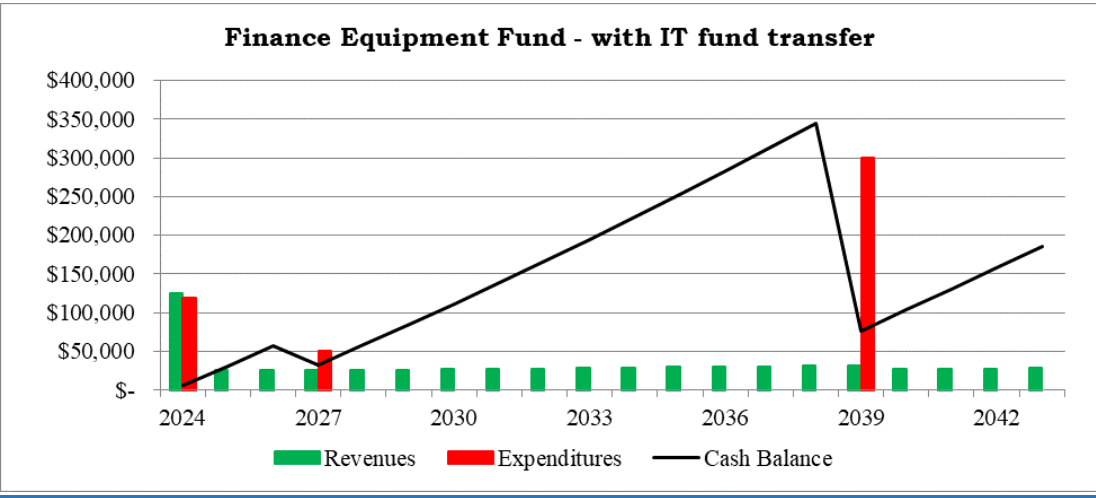
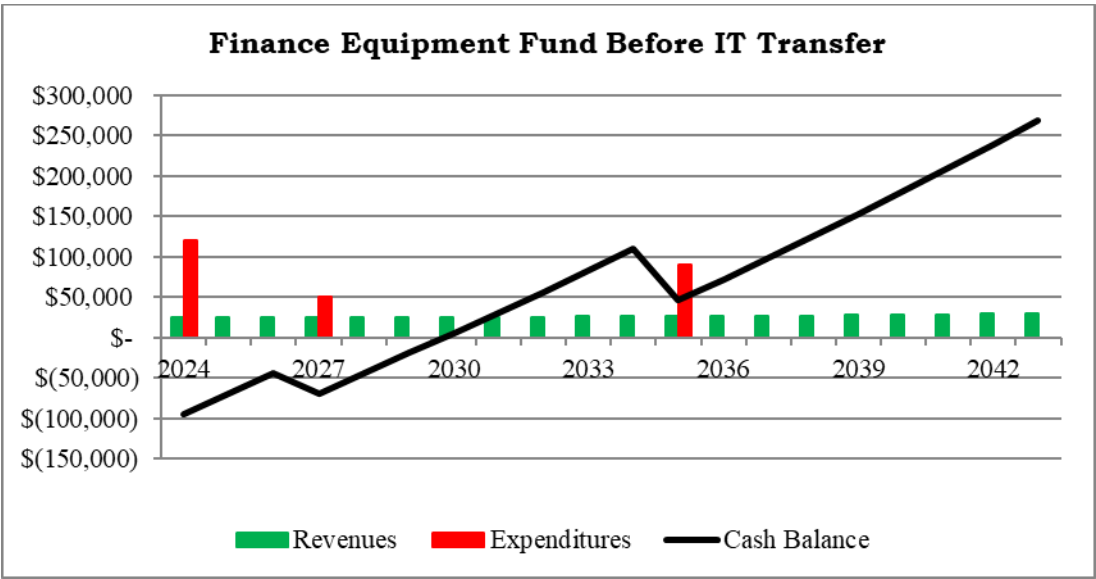
Admin Equipment Fund (\$50,000 transfer, shifting \$10,000 annual levy to operations budget)

I am proposing to remove \$10,000 of the annual tax levy support going into this fund and shift it to the operations budget. With the relatively small amount of funds needed annually, the reduced tax levy amount of \$25,000, the existing fund balance, and a transfer of \$50,000 from the IT Fund, the Admin Equipment Fund will be funded through 2040 given the current identified needs.



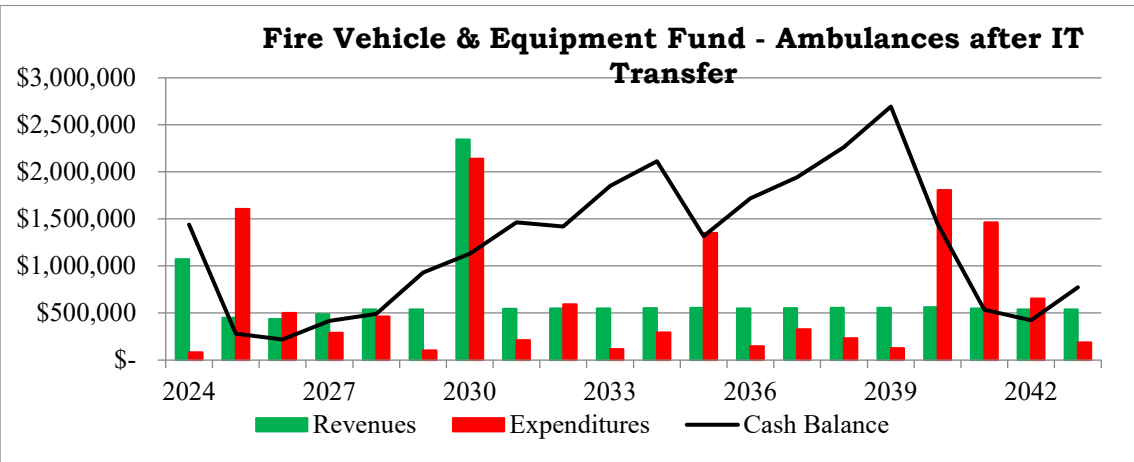
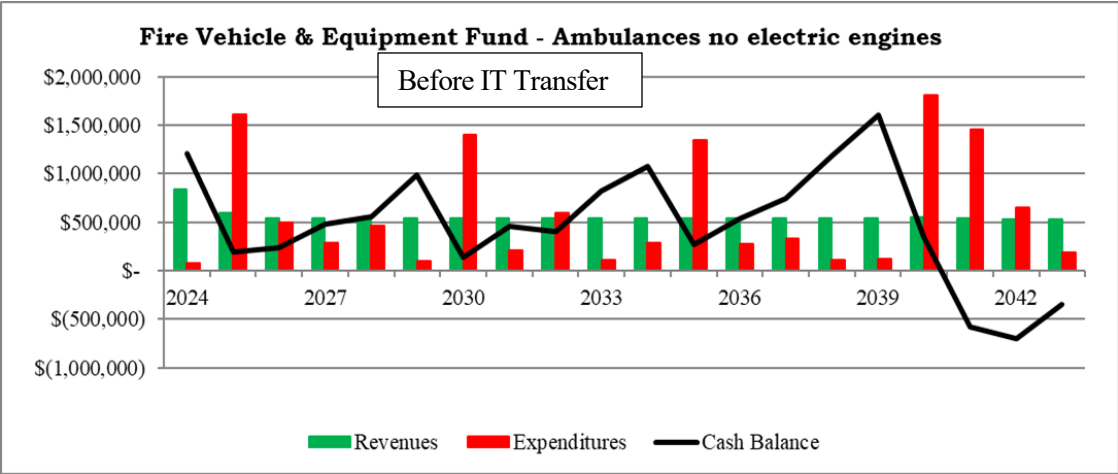
Finance Equipment Fund (\$100,000 transfer)

The transfer of \$100,000 from the IT Fund to the Finance Equipment Fund will pull this fund from a negative balance in 2024. With purchases from the fund only occur every 5-10 years, the transfer of dollars from the IT Fund and continuing the ongoing levy support will ensure sufficient dollars are in the fund for capital needs for the next 20 years given the current identified needs.



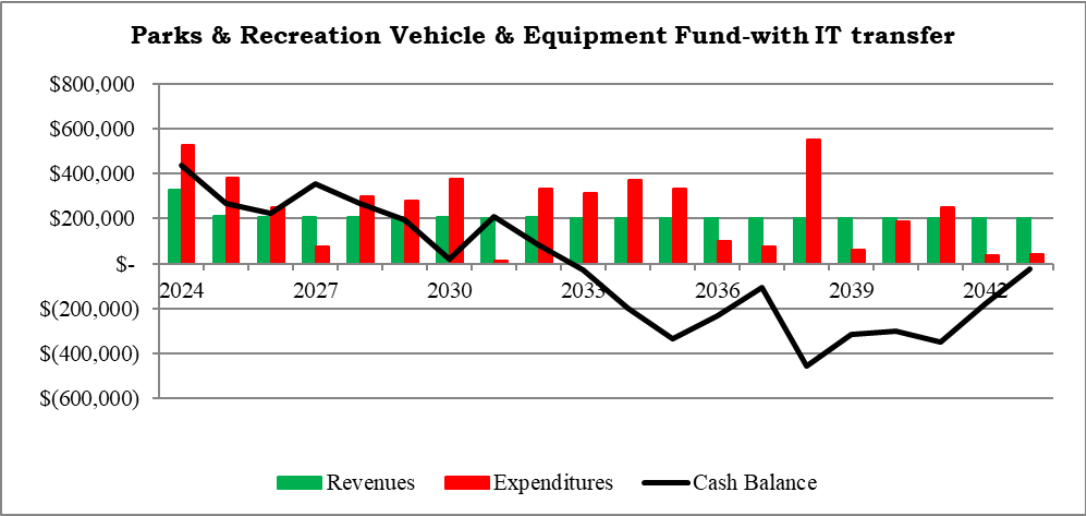
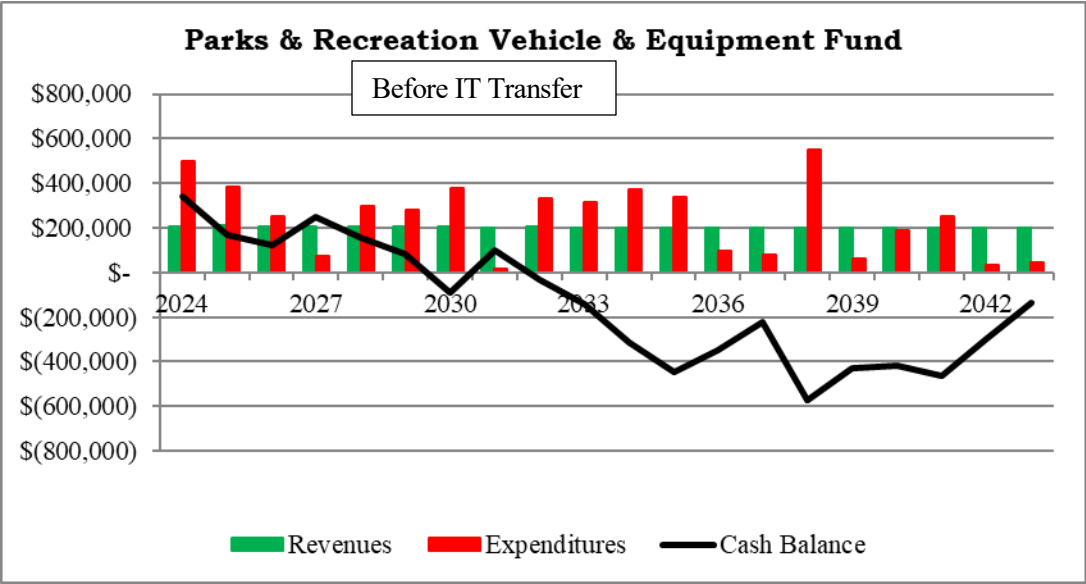
Fire Vehicle and Equipment Fund (\$233,214 transfer from IT Fund)

My budget proposes the purchase of an ambulance as the replacement of the Medical Response Unit and defers a decision on an engine replacement for a later date. With that in mind, the transfer of \$233,214 from the IT Fund, \$500,000 for Public Safety Aid, coupled with continued tax levy support annually and an increase in tax levy dedicated to this fund or bonding starting in 2025, this fund will have sufficient funds for the next 20 years given the current identified needs.



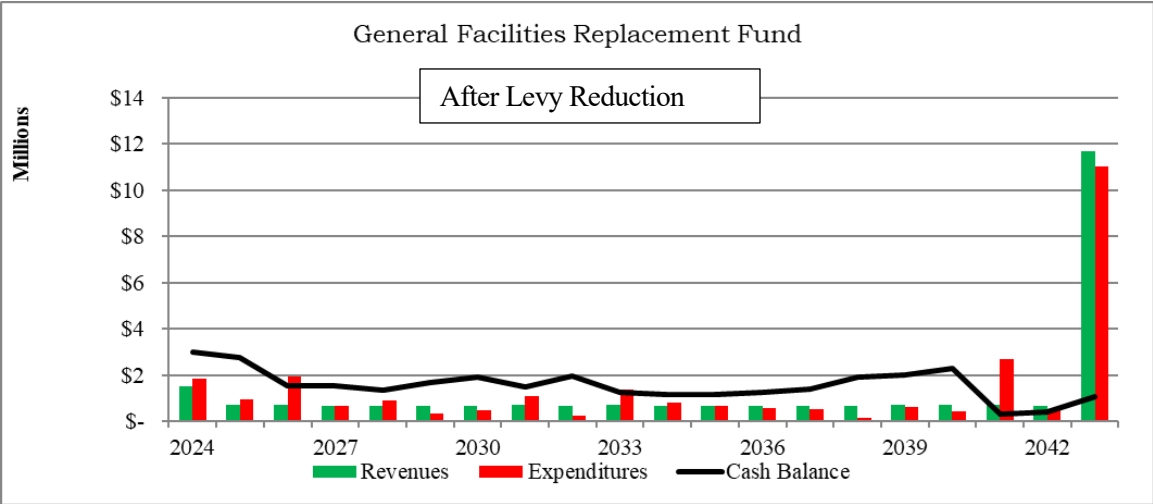
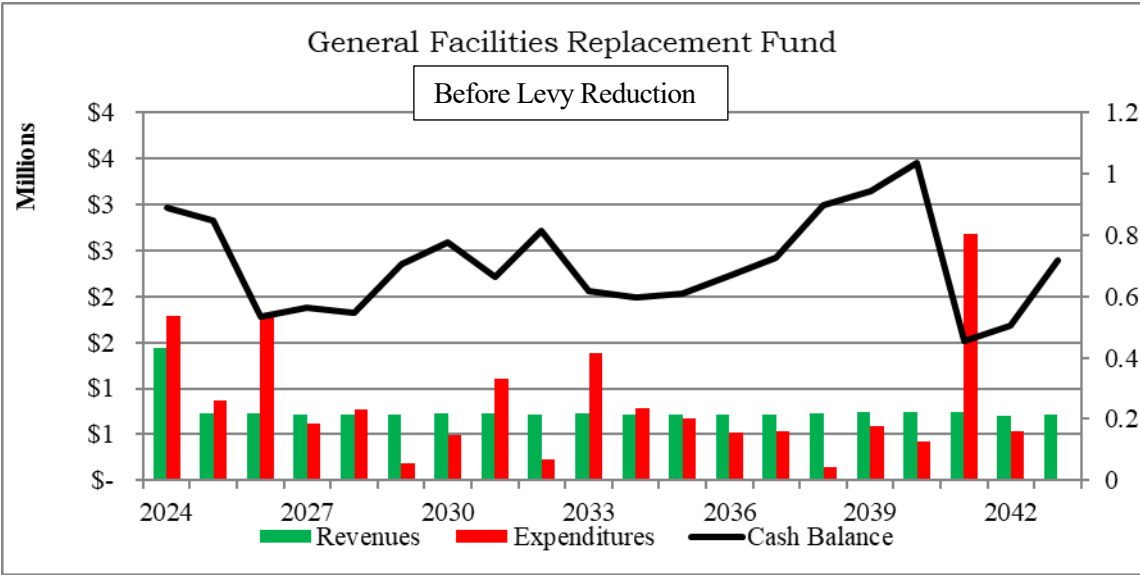
Park and Recreation Vehicle and Equipment Fund (\$127,000 transfer from IT Fund)

The transfer of \$127,000 from the IT Fund and continuing the annual tax levy support will allow this fund to have sufficient funds for identified until 2033. Without the transfer or other adjustments there would not be sufficient funding starting in 2030.



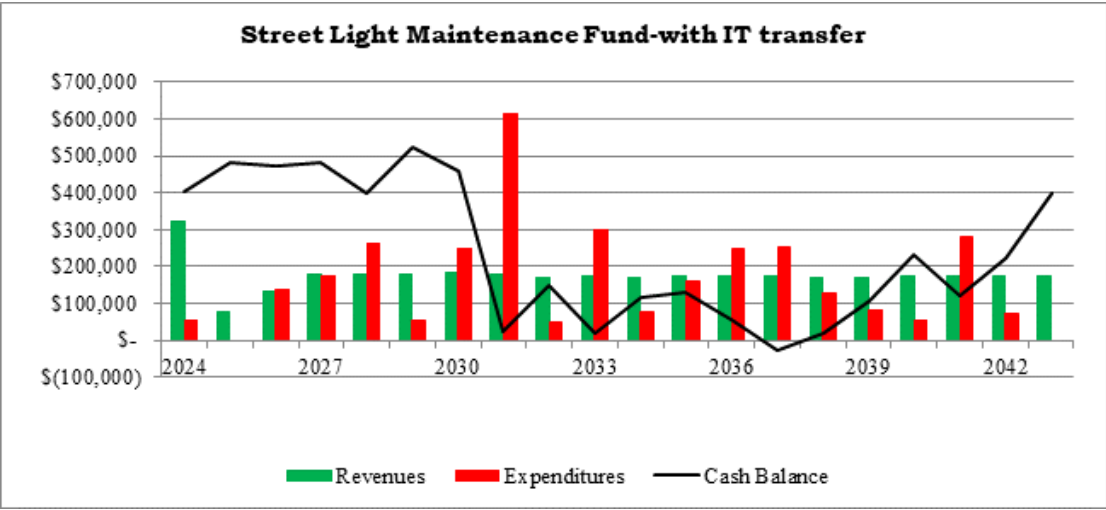
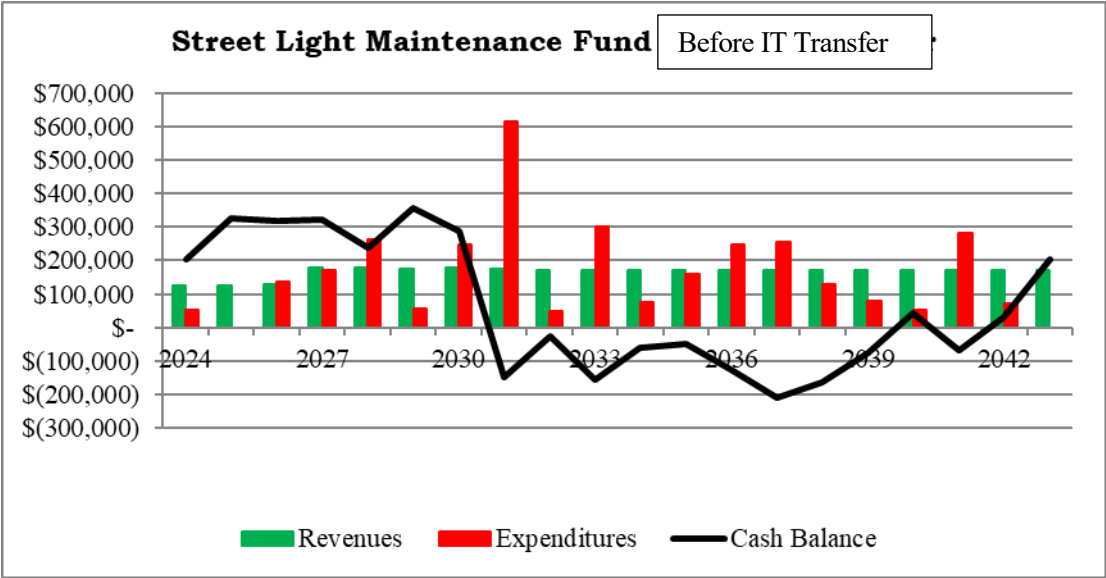
Facilities Fund, reduction of \$125,000 annual tax levy)

Staff spent some time in looking at future needs and expected costs for the items identified in the Facilities Fund. Based on that review additional items and costs were added in the later years of the 20-year plan which results in a lower fund balance carried in this fund in the 2030s (around \$2M). The most significant newly noted cost is an \$11 million expenditure for the replacement of the concrete pad of the OVAL. In 2043, it will be at the end of its useful life of 50 years. It is expected that state funding will cover most if not all these costs. My budget proposes to reduce the annual levy support to the fund by \$125,000 annually and shift it to the operations budget. With that adjustment \$676,000 of annual levy support will go to the Facilities Fund and will ensure sufficient dollars are in the fund for capital needs for the next 20 years given the current identified needs.



Street Light Maintenance Fund (\$300,000 transfer from IT Fund)

As mentioned during the CIP presentation on July 17, a number of streetlights originally installed by Excel Energy 25+ years ago are now the City’s responsibility. As most of the light poles and lights are at the end of their useful life, additional dollars will need to be allocated to this fund. \$300,000 from the IT fund is proposed to be transferred into the Street Light Maintenance Fund to help stabilize the fund. Additional assistance to this fund will be needed in the future.



Lastly, I am proposing to remove \$25,000 of tax levy support from the Central Services Fund and move it to support the operations budget. This reduction was proposed as part of the CIP presentation on July 17, but the reduction was going to be applied to the capital budget to offset other capital tax levy increases.

In summary, I am proposing to allocate \$160,000 of tax levy from the CIP to offset the levy increase needed in the operations budget. In addition, this budget is transferring over \$800,000 from the existing IT Equipment Fund to stabilize other capital funds. The changes to the CIP are shown in the table below:

2024-2043 Capital Improvement Budget	
Levy Transfer from Capital Budget to Operations Budget	
Administration Equipment Fund	\$ 10,000
Central Services	\$ 25,000
Facilities Fund	\$ 125,000
	\$ 160,000
Transfer from IT Fund (\$810,214) to other Capital Funds	
Administration Equipment Fund	\$ 50,000
Fire Vehicle and Equipment Fund	\$ 233,214
Park and Rec. Vehicle and Equipment Fund	\$ 127,000
Finance Equipment Fund	\$ 100,000
Street Light Maintenance Fund	\$ 300,000
	\$ 810,214

Investment to Maintain City Programs and Workforce

Reclassification of personnel

Reclassification of Police Department Administrative Community Service Officer from 0.80 FTE to 1.00 FTE

With the amount of time needed to recruit, train, and supervise Roseville's Community Service Officers (CSOs), there is a need to increase the Administrative Community Service Officer to full-time. This position was reduced to a 0.80 FTE position in 2021 but given the additional challenges with recruitment and the fact that many of our new police officers begin with the City as a CSO, it is important that we have a full-time Administrative CSO. Currently, this position is funded by the tax levy. For 2024, the additional cost (\$18,500) will be covered by State of Minnesota Public Safety Aid. Starting in 2025, the additional cost for this position will be included in the tax levy.

Impact to tax levy in 2024: \$0, but will need to be supported by tax levy starting in 2025.

Reclassification of Public Works Maintenance Support Specialist to Office Assistant

As a result of a vacancy, the Public Works Maintenance Support position will be reclassified to an Office Assistant to better reflect the needs to the department. The change in job classification will lead to a reduction of \$14,494 of tax levy support needed.

Impact to tax levy in 2024: A decrease of \$14,494.

Increased hours for Administration Intern

Staff has found the use of interns for a project support and/or new initiatives a very cost-effective solution. As part of the 2023 budget, \$5,200 was allocated for an intern in the Administration Department. The intern hired this summer has provided valuable support to the HR functions and has been able to modernize our forms and processes. For 2024, it is proposed to allocate an additional \$14,800 in funding to allow for an intern to serve the department for a longer period.

Impact to tax levy in 2024: An increase of \$14,800

Increased hours for Police Department Interns:

The Police Department currently has 3 interns over the summer months. The utilization of paid interns is still unique in law enforcement, and it has proven to be assist greatly in filling the positions. Roseville also have found that the internship program is another pathway for young people to become interested into becoming a police officer. For instance, all three of our current summer interns have expressed an interest in becoming a police officer and will be pursuing further education. In 2024 we would like to expand the current internship to allow for each intern to work for the City 1040 hours per year. The additional hours will allow them to remain employed with Roseville while they pursue their law enforcement education. It is hoped that once they complete their education, they would plan to work for Roseville.

Impact to tax levy in 2024: An increase of \$49,070

Increase Park and Rec Seasonal Pay

The 2024 Budget continues the effort to raise pay for recreation and maintenance seasonals in the Parks and Recreation Department. In addition, the safe and sick leave mandate recently passed by the Legislature will raise our payroll costs for seasonals.

Impact to tax levy: An increase of \$36,363

Additional Funding for six Firefighter positions paid through SAFER grant.

In 2021, the City received a SAFER grant from the federal government to fund six firefighter positions for a period of 3 years (2021-2023). In 2022, the City Budget included \$200,000 of new levy support for the Police Vehicle and Equipment Fund that would be shifted to fund the firefighter positions once the grant cycle ended. An additional amount of \$200,000 of levy support was allocated to the Police Vehicle and Equipment Fund for the same intention in the 2023 budget. With the grant expiring at the end of 2023, full funding for the six firefighters must be provided through the levy. As a result, the \$400,000 of tax levy funds previously supporting the Police Vehicle and Equipment Fund will be shifted to the Operating budget and an additional amount of \$200,000 of new tax levy is included as part of the 2024 budget to cover the six firefighters.

Impact to tax levy: An increase of \$200,000

New personnel

As part of the department budget submittals, there were requests for 5 new positions to be included in the 2024 budget. While there is demonstrated need for each of the proposed positions, given the need to implement the classification and compensation plan for existing employees as well as the continued inflationary increases that are still occurring on city programs, services, and equipment, I have decided to only include the non-levy Commitment to Diversity Fire Fighter position in the budget. (It will be budgeted and will remain unfilled until needed to retain a diverse firefighter). The proposed positions not funded in the 2024 budget are as follows:

Administration Department - Human Resources Assistant - \$87,530 of new levy support

Fire Department – Housing Officer/Fire Inspector - \$110,000 of new levy support

Parks and Recreation Department – Recreation Supervisor – Workforce Development - \$106,320 of new levy support plus additional funding of \$60,000 for seasonal workforce development cohort

Police Department – Commander (\$159,910)

I have attached memos from each Department Head about their position requests for your information.

Commitment to Diversity Positions – Police Dept. (existing) and Fire Dept. (new)

Since 2020, a Commitment to Diversity police officer has been funded in the annual budget, either through direct levy funds or the planned use of reserves. The purpose of the Commitment to Diversity position is to allow for additional staffing over the budgeted police positions when a candidate that is a minority in public safety field is eligible to be hired when there are no vacant positions. The additional position is expected to be temporary and once a vacancy occurs, the number of employees will return back to the authorized amount.

To-date, the Police Department has not needed to utilize the Commitment to Diversity program due to continual vacancies in police officer positions over the past few years. As part of the 2024 budget, I am proposing to continue budgeting for a Commitment to Diversity police officer and adding a similar position for the Fire Department. Expanding the Commitment to Diversity program to the Fire Department will allow the Department to retain a cadet that is a minority in the firefighting field.

I am not proposing to use any tax levy funds for these positions. For the 2024 budget, I am proposing to earmark the State of Minnesota Public Safety Aid (PSA) funding to pay for this program. I am proposing to allocate \$221,900 of PSA to fund one police officer and fire fighter full time for the entire year. While it is highly unlikely that the funds would need to pay for both positions for a full year, it is prudent to include in the 2024 budget. If the funds are unspent in 2024, the PSA funds could be reallocated for the same purpose in 2025 and beyond or reallocated for another eligible public safety expenditure.

Impact to tax levy in 2024: \$0, non-tax levy funds would be expected to be allocated in future years to fund the program.

Compensation Adjustments

Given the amount of the city budget that is directed toward personnel, compensation adjustment for employees is typically a large cost driver of each year in the increase in the budget and tax levy. For the 2024 budget, this is true, but with the planned completion of the Classification and Compensation study for city employees, there are additional costs that need be factored in once the new classification system is put in place and wages adjusted to reflect the market. In addition, there are two unions (Fire Fighters and Police Officers) that have contracts that expire at the end of 2023. At this point, it is unknown what adjustments to wages and other compensation these contracts will need to be made. Given those reasons, I have put a placeholder amount in this budget proposal. Once additional information is known, I am hopeful that the amount allocated for the implementation of the classification and compensation study and new union contract to be adjusted appropriately as the City Council considers the preliminary and final budget and levy.

The following is a listing of the compensation adjustment that will impact the levy in the 2024 budget.

Employee Step Increases and Employee Insurance Increases

As part of the city's current compensation plan, non-union employees that meet work goals and provide satisfactory work receive wage increases based on a 7-step grid. Union employees also receive step increases in a similar manner, with each contract providing for a different step system. The new cost represents the tax levy needed to cover the expected step increases in 2024 for staff in the *existing* classification and compensation system. Once the new classification and

compensation system is in place, this allocation will be put towards slotting employees into the new system. However, it is expected that there will need to be additional funding that will need to be included in the 2024 budget to reflect the new compensation plan (see below). Employer costs for a 5% health insurance increase for employees are also included as part of this number.

Impact to tax levy: An increase of \$366,890

Classification and Compensation Study

As mentioned above, the costs to implement the results of the classification and compensation are unknown at this point and the implementation of the results will be dependent on the City Council approval. In order to provide for maximum flexibility to allow the implementation of the study, I am proposing to preliminary allocate about \$660,000 to be used toward adjustment compensation for all (union and non-union employees). I would strongly note that this is preliminary number. I expect that over the next couple of months we will be to refine the amount needed based on final information from the completed study and consideration of an implementation plan. This additional information will be able to be used for the preliminary budget and levy in September and the final budget and levy in December.

Impact to tax levy: An increase of \$659,986

Employee COLA (3%)

Although it is expected that the classification and compensation study will better align the city's pay with the market, it should be noted the data is for 2023. Going into 2024, our comparable cities will be implementing a cost-of-living adjustment for their employees. Roseville must also adopt an annual cost-of-living adjustment to maintain our place in the market. If a smaller or no COLA is given, Roseville will fall below the market, defeating the purpose of the doing the classification and compensation study in the first place.

With that in mind, for union contracts going through 2024, a cost-of-living adjustment (COLA) of 3% has been incorporated into the 2024 budget. The same 3% COLA has been allocated for the two unions that have contracts up at the end of 2023, but the final COLA is still yet to be negotiated. This budget also has incorporated a 3% COLA for non-union staff as a matter of parity. The total cost of the 3% COLA to all city employees is \$627,286 with \$477,386 of the amount to be paid from new tax levy.

Impact to tax levy: An increase of \$477,386

Costs for Supplies, Operations, and Contractual Services

The 2024 City Budget incorporates new and inflationary costs for supplies, operations, and contractual services. Some examples are increase in costs for facility utility usage, software licensing, city auditing, contract maintenance, Metro-INET services, credit card processing fees, and printing costs. In addition, a community survey is planned for 2024. It should be noted that the 2024 budget reduces the amount of funds set aside in the 2023 budget for fuel. Fortunately, the increase in fuel costs did not last as long as feared, and as result we have budgeted our fuel costs more closely to the existing market. The total net cost to cover the inflationary increase for supplies, operations, and contractual services is \$743,895.

436 Total new levy costs for maintaining programs and investing in the city workforce included in
 437 City Manager's proposed 2024 budget is below.
 438

Investment to Maintain City Programs and Workforce		
		New Tax Levy Support
Reclassification of personnel		
Reclassification of PD Admin CSO (.80 to 1.0 FTE) *		\$ -
Reclassification of PW Maint. Spec. to Office Asst.		\$ (14,494)
Increased Hours for Admin Intern		\$ 14,800
Increased Hours for 3 PD Interns		\$ 49,070
Increase in Parks and Rec seasonal pay		\$ 36,363
Additional Funding for FF with ending of SAFER grant		\$ 200,000
	Sub-Total	\$ 285,739
New Personnel		
Commitment to Diversity Firefighter*		\$ -
	Sub-Total	\$ -
Compensation Adjustments		
Employee Step Increases		\$ 366,890
Compensation Study Adjustments		\$ 659,986
Employee COLA 3%		\$ 477,386
	Sub-Total	\$ 1,504,262
Increased Costs for Supplies, Operations, and Contracts		
	Sub-Total	\$ 743,895
Shift of levy from Capital to Operating Budget		
		\$ (160,000)
	Total New Tax Levy Support	\$ 2,373,896

439
 440 * Funded by State of Minnesota Public Safety Aid

Strategic Use of Grant Funding

Grant Funding

In the past couple of years, the City has been able to secure grants and other federal funding to assist the community in addressing needs resulting from the COVID pandemic and its impact to the economy. The City received a total of \$3.9 million as a result of the federal American Rescue Plan Act (ARPA). I am proposing to use the last of these funds as part of the 2024 budget. On the next page is a spreadsheet showing how the ARPA funding has been spent and allocated to date, including what is proposed to be used in the 2024 budget. Below are details of the use of ARPA funds for the 2024 budget.

ARPA - Embedded Social Worker \$125,000 (No tax levy impact)

The use of ARPA funds for a 2nd embedded social worker in the Police Department was previously discussed and approved by the City Council starting with the 2022 City Budget. Beginning in 2025 this position will need to be funded with levy funds unless other grant dollars can be secured.

ARPA - Water CIP Projects \$638,600 (No tax levy impact)

The use of ARPA funds for utility infrastructure projects is permitted and last year \$500,000 was used as part of the 2023 budget. In 2024, \$636,000 is proposed to be transferred to the Water Fund to fund projects and stabilize the fund balance for future projects.

ARPA – Social Media Software \$18,000 (No tax levy impact)

ARPA funds will be used to purchase a license for Sprout Social, a social media content manager, and for Social Pinpoint software, which provides for online engagement. Continuing the licenses for these programs will need to be funded in future budgets through tax levy support or other revenue sources.

ARPA – EDA Uses -Land Trust program and Small Business Grant program \$95,000 (No tax levy impact)

The Roseville EDA will utilize ARPA funds to supplement Land Trust program for affordable home ownership and the Small Business Grant program.

With these expenditures, the City will have utilized all of its ARPA funds.

Total ARPA Allocation \$3,984,102.54						
Spending Plan for the dollars taken under the Standard Revenue Loss Allowance						
	2021	2022	6/30/23 exp	2023	2024	Totals
Responding to Public Health Emergency						
COVID Testing Equip, Supplies & Staffing& masks	\$30,022.88	\$36,461.92	\$180.00			\$ 66,665
PD Embedded Social Worker		\$26,011.54		\$ 203,988	\$ 125,000	\$ 355,000
Radios and computers for social workers		\$11,202.81				\$ 11,203
Police & Fire RMS systems		\$211,173.61				\$ 211,174
Access information - agenda mgmt software				\$ 6,200		\$ 6,200
Redesign website/accessability audit			\$16,336.32	\$ 664		\$ 17,000
Sprout social media accounts					\$ 8,000	\$ 8,000
Outfit conference rooms to do virtual meetings			\$17,550.41	\$ 2,450		\$ 20,000
Roll Call Room update technology		\$29,566.47				\$ 29,566
Laptop replacement for city employees		\$138,201.95				\$ 138,202
FD Advanced Life Support Start-up Supplies/Equip.		\$211,146.62	\$8,333.63			\$ 219,480
HR Onboarding Software		\$8,118.60				\$ 8,119
Social Pinpoint Software					\$ 10,000	\$ 10,000
PD Communications Equipment		\$6,811.89				\$ 6,812
Solar Panel for PD overt trailer camera		\$5,143.50				\$ 5,144
AED replacements			\$14,101.64	\$ 5,898		\$ 20,000
PD Wellness Program			\$30,000.00	\$ -		\$ 30,000
PD Hsg Navigator		\$37,150.00	\$19,116.60	\$ -		\$ 56,267
PD 2nd SRO-net cost			\$40,000.00	\$ -		\$ 40,000
Metro-INET increased JPA costs			\$100,000.00	\$ -		\$ 100,000
Non-Profit Support			\$60,000.00	\$ -		\$ 60,000
						\$ 1,418,830
	2021	2022	6/30/23 exp	2023	2024	Totals
Responding to Negative Economic Impact						
EDA Choose Roseville Campaign	\$42,953.11	\$92,819.18				\$ 135,772
RVA Support - Way Finding Signs				\$ 200,000		\$ 200,000
Small Business Grant program				\$ 15,000	\$ 15,000	\$ 30,000
Affordable Housing - Land trust			\$80,000.00	\$ 80,000	\$ 80,000	\$ 240,000
						\$ 605,772
	2021	2022	6/30/23 exp	2023	2024	Totals
Premium Pay for Essential Workers						
FF premium Pay	\$47,682.00					\$ 47,682
PD premium Pay	\$85,218.00					\$ 85,218
						\$ 132,900
	2021	2022	6/30/23 exp	2023	2024	Totals
Water, sewer, and broadband infrastructure						
Water capital projects		\$ -		\$ 500,000	\$ 638,600	\$ 1,138,600
						\$ 1,138,600
	2021	2022		2023	2024	Totals
Revenue Replacement						
License Center Revenue Loss Recovery	\$ 688,000					\$ 688,000
						\$ 688,000
	\$893,875.99	\$813,808.09	\$385,618.60	\$ 999,200	\$ 884,696	\$ 3,984,103
		Allocation	Proposed	Remaining		
476		\$ 3,984,102.54	\$ 3,984,103	\$ -		

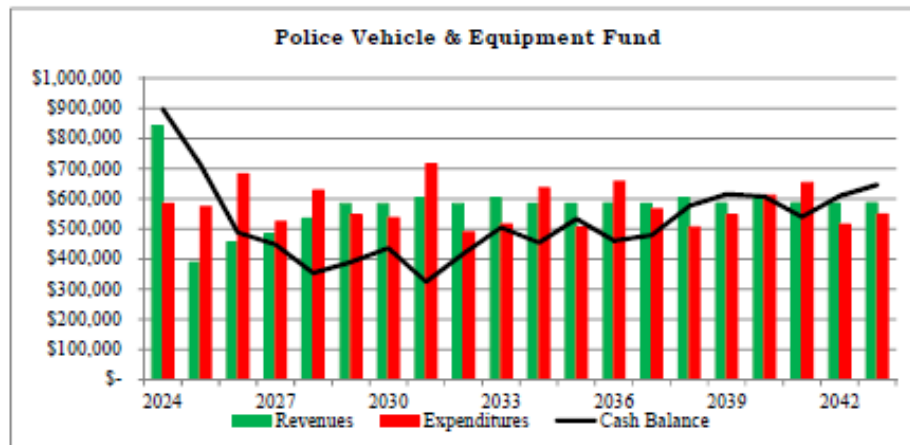
Opioid Settlement Dollars – Police Department Housing Navigator \$79,370 (No tax levy impact)

As part of the state settlement with opioid manufacturers, the City of Roseville will be receiving payments for the following 15 years. The opioid settlement funds must be spent on qualifying expenditures that include opioid intervention, treatment, and education. We have been collecting these funds for the past couple of years (and will continue into the future) and I am proposing the opioid settlement dollars be used to fund the Police Department Housing Navigator position. As many of the persons encountered by the Housing Navigator have drug addiction issues, including abuse of opioids, the settlement funds would be a put to a good use to help those that are addicted to rebuild their life. Although it is planned to use the opioid settlement funds for the Housing Navigator position in the 2024 budget, staff is hopeful that the city will be able to receive grant funds from the state as part of legislation passed in the 2023 legislative session. Once the application period is opened up, staff will apply for grant funding for the Housing Navigator position. If successful in obtaining the grant, the opioid settlement will not be utilized and reserved for a future use.

As part of the 2023 legislation, the City received \$1,596,000 in “Public Safety Aid” (PSA) from the State of Minnesota. The one-time appropriation can be used only be used for activity that provides for public safety. For the 2024 budget, I am proposing to use the PSA as follows:

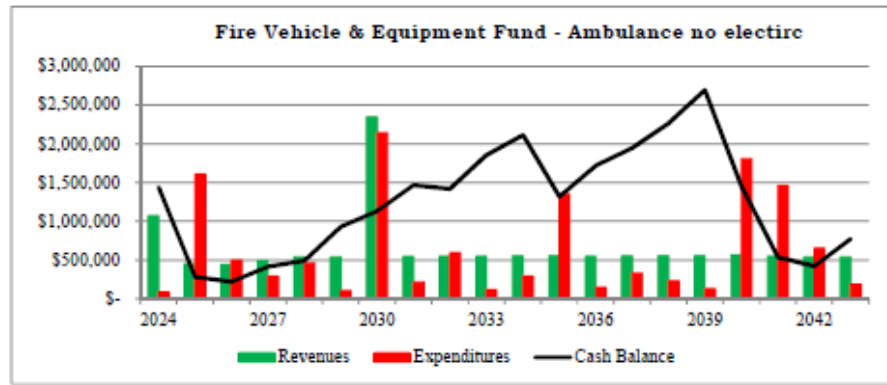
PSA – Police Vehicle and Equipment Fund - \$500,000 (No tax levy impact)

I propose to allocate \$500,000 of Public Safety Aid into the Police Equipment Fund to stabilize the fund balance for future purchases. As a result of the infusion of the PSA dollars, along future levy increases, the fund performance is shown below.



PSA – Fire Vehicle and Equipment Fund - \$500,000 (No tax levy impact)

Similarly, I propose to allocate \$500,000 of Public Safety Aid into the Fire Vehicle and Equipment Fund. As a result of the infusion of the PSA dollars, along future levy increases, the fund performance is shown below.



PSA - Reclassification of Police Department Administrative Community Service Officer from 0.80 FTE to 1.00 FTE (No tax levy impact)

As mentioned earlier in the memo, there is a need to make this position full time. I am proposing to use PSA dollars for the 2024 budget to fund this change. New levy funds will be needed as part of the 2025 budget to keep this position full time.

PSA – Increase in Police Officer and Fire Wellness Resources -\$46,000 (No tax levy impact)

For the past several years, Roseville has offered wellness resources to our police officers and firefighters to help them deal with the daily stresses of the occupation and after critical incidents. As more officers and firefighters utilize and rely on the provided wellness services as well as the importance that employee wellness has taken in preventing and treating post-traumatic stress disorder (PTSD), this is a need to provide additional funding for wellness services through our current provider, MASA Consulting. I am proposing to use PSA dollars for the 2024 budget. Additional tax levy dollars will be needed in the 2025 budget to continue the level of wellness services.

PSA – Increase of Public Safety-related IT costs - \$16,000 (No tax levy impact)

The Minnesota Bureau of Criminal Apprehension is requiring all police agencies to meet their cybersecurity requirements for transmittal of information. I am proposing to use PSA dollars in the 2024 budget to fund this increase. Additional tax levy dollars will be needed in the 2025 budget to cover these increased costs.

PSA- Increase in Ramsey County Dispatch Costs - \$40,104 (No tax levy impact)

Based on a formula based on call volume going through the Ramsey County dispatch center, the City's costs to fund the operations and capital needs of the county dispatch center are adjusted each year. For 2024, Ramsey County has indicated that Roseville's increase will be \$40,104. In the 2024 budget, I am proposing to fund this increase with PSA dollars. Additional tax levy dollars will be needed in the 2025 budget to fund this and additional increases.

PSA – Funding for Commitment to Diversity Program in the Police and Fire Departments (No tax levy impact)

As mentioned earlier in the memo (p. 5), I am proposing to fund the Commitment to Diversity Police Officer and Firefighter positions with PSA dollars in 2024 budget. These dollars would not be spent until needed. Due to the short time frames these dollars will be needed, it is likely that a significant amount of the dollars allocated for these positions will be available in the future for this or other programs.

Public Safety Aid	\$1,596,000	Capital	Operating
PD Equip and Vehicle Fund	\$ (500,000.00)	\$ (500,000.00)	
FD Equip and Vehicle Fund	\$ (500,000.00)	\$ (500,000.00)	
PD Admin CSO	\$ (18,500.00)		\$ (18,500.00)
PD Increase Wellness	\$ (30,000.00)		\$ (30,000.00)
PD BCA required IT costs	\$ (16,000.00)		\$ (16,000.00)
FD Increase Wellness	\$ (16,000.00)		\$ (16,000.00)
PD/FD Increase in Dispatch	\$ (40,104.00)		\$ (40,104.00)
PD Commit to Diversity	\$ (107,700.00)		\$ (107,700.00)
FD Commit to Diversity	\$ (114,200.00)		\$ (114,200.00)
	\$253,496	\$ (1,000,000.00)	\$ (342,504.00)
	Remaining Balance	Expenditures Total	Expenditures Total

Use of Reserves

The 2024 Budget does not plan on using any General Fund Reserves. For capital expenditures, individual capital fund reserves will be used for the purchase of equipment and services.

Impact to Future Budgets and Tax Levy

As noted in this section, the City has been relying on grants to fund portions of our operational budget. As the grant funds are one-time funding sources, it is important to acknowledge that future funding of the personnel and services paid for by the grant dollars will need to be factored into future levy amounts. This of course assumes that the personnel will remain in place and the services funded by the grant will continue to be provided. While there may be other grant opportunities to fund the positions and services, for the purpose of the table below, I have listed all of the future levy costs from items funded by grants.

2024 Budget Expenditures in 2025 Budget			
Cost Item	Amount	2024 Funding Source	2025 Funding Source
Admin. CSO (.8 to 1.0 FTE)	\$ 18,500	PSA	Levy
PD/FD Wellness Services	\$ 46,000	PSA	Levy
PD BCA Required IT costs	\$ 16,000	PSA	Levy
PD/FD Increase in Dispatch	\$ 40,104	PSA	Levy
2nd Embedded Social Worker	\$ 125,000	ARPA	Levy
PD Housing Navigator	\$ 79,370	Opioid Sett.	Levy
Total	\$ 324,974		

Department Head Organizational Priorities

Goal (Where do we want to go?)	Scan (Where are we now?)	Objective (What will we do?) <i>What are the most important things that need to happen?*</i>	Action (How will we get there?)
People Maintain a workforce that attracts and retains a diverse pool of top talent	- We did well to get up to \$14/seasonal. - We are spread pretty thin and have some burned out FT staff. The workforce is changing and evening/weekends are more problematic. - Class and comp is good, but my sense is that money is worth less than quality of life.	- Minimum COLA add for seasonals - Evaluate, system-wide, what needs to stay and what can go to ensure fair staffing responsibilities - Capacity vs goals.	Appropriate Compensation - Implement classification & compensation study - Implement appropriate COLAs - Review benefits Retain and Recruit Quality Employees - Recruitment and Retention Efforts - Hiring manager training - Workforce development - Defined work culture Workload capacity management
Equity & Inclusion Integrate equity and inclusion into all organizational processes, procedures and decisions	- Pocahontas Park Name/Playground - Increased scholarship promotion - REACH for resources - Fitness pods - A number of targeted events.	- Workforce development program - Implement rec management system that can track demographics - Other info systems – Pacer AI - Diversify P&R workforce - Increased education - Targeted progs/events	SREAP – Current and Future - Alignment of SREAP and Dept. priorities - Update/new SREAP - Focus on existing SREAP - Sustain current DEI work - Training for employees Community Engagement - Define when/how/why engage community Measure Work - Measure programs/services demographics - Use data for decision making
Elevate Environmental Sustainability Prioritize and incorporate sustainability initiatives into all we do (e.g. programs, projects, plans, events)	- Accelerated EAB Program - Natural resources program	- Electrification? - Update phase 2 of the Natural Resources Management Plan. - Complete the EAB plan.	Focus on Environmental Results Organizational Action - Assess use of electric vehicles - EV charging stations - Environmental/Sustainability data for decision-making Community Action - Climate action plan - Update natural resources plan - More bike friendly Environmental Equity - Inclusion under-represented communities Consider disparate impacts on BIPOC communities

Department Head Organizational Priorities

Foster Community Success Create and provide opportunities for the Roseville community to thrive and succeed	- Scholarship program - Reach for resources - Outreach program (Rec Connect) - Pickleball courts	- Increase scholarship amount - Look for ways to ensure that inclusion is factored into new designs. -	Strategic Planning • Strategic Planning!!!! based on Envision Roseville Quality of Life • Working with school districts for student career paths • Addressing crime trends in community including businesses • Housing affordability/diversity Community Resiliency • Emergency response/city role
Consider Engagement Normalize the concept of engaging stakeholders according to the IAP2 spectrum on decisions affecting them.	- Playground engagement - EAB engagement - Envision Roseville - Discover your parks - Keya Park Process	- IAP standards based meeting for development on new Midland Legacy Park. - Targeted engagement at Multi-family - Continue engagement on playgrounds/other key decisions.	Community Engagement Plan • Consider impact to employees roles and time • When/how/why we engage • Prioritize engagement • Define costs (time and \$\$\$) • Compensate people for their time • Create positive engagement opportunities • Community engagement plan
Provide a modern & sustainable infrastructure Ensure the city's infrastructure is functioning within expectations, receiving proper maintenance, and has a fiscally sustainable replacement program	- OVAL Project - Replaced playgrounds - Accelerated EAB program - Review CIP program to ensure that all assets are accounted for -	- Continue asset management program. - Look to smooth out peaks in the CIP program that could lead to poor decision making - Fleet MGMT?	Manage and Sustain Infrastructure • Pursue alternative funding sources • Asset management • Assess individual infrastructure needs • Define Expectations • Walkable/bikeable community



Memo

To: Patrick Trudgeon, City Manager
From: Rebecca Olson, Assistant City Manager
Date: August 7, 2023
Re: Request for Additional Human Resources Assistant Position for Budget Year 2024

I am writing to formally request the addition of a new Human Resources Assistant position for the budget year 2024. The recent developments and challenges we have faced in the Human Resources division necessitate an expansion of our team to effectively manage our workforce, adhere to new legal requirements, and manage the various demands of human resources staff. The following points highlight the need for the creation of this position.

Hiring

Over the past 4 years, approximately 38.5% of our regular employees have been newly hired. Annually, we recruit and onboard over 225 seasonal employees in addition all of the other regular vacancies. From January through July this year (2023), we have posted 98 jobs and have processed nearly 900 applicants.

This significant influx of personnel increases the pressure on HR staff capacity and has strained our existing HR resources, making it increasingly difficult to provide the necessary support and services to our expanding workforce. All of the issues individual departments face when it comes to recruitment, hiring and retention are multiplied within the HR division as we handle all of the hiring for every department.

With the increase in hiring across all departments, HR staff experience increasing administrative tasks and more communication issues with hiring managers. In addition, this additional strain on resources can potentially impact the quality of hiring and candidate experience, and could compromise compliance and documentation, while diverting attention from other strategic HR initiatives. The administrative workload associated with these hires constitutes a substantial portion of our current HR responsibilities.

Administrative Workload: The process of hiring involves a significant number of administrative tasks, including posting job openings, reviewing applications, scheduling interviews, conducting background checks, preparing offer letters, and ensuring new hire paperwork is completed.

Time Constraints: Managing a large number of candidates requires more time and attention from HR with an ever-increasing pressure to respond immediately at every hiring step. HR staff must review hiring manager packets, applications, schedule interviews,

communicate with candidates, and complete onboarding procedures for each hire. With a limited number of HR staff, the time required for these activities can lead to delays and bottlenecks, and balancing of priorities.

Compliance and Documentation: Each new hire requires specific legal and regulatory compliance, including verifying documentation, conducting background checks, and ensuring proper record-keeping. With the volume of hires between seasonal and regular employees the complexity of these tasks can lead to compliance issues if not managed effectively. As you will see below, these requirements are continuing to increase based on the recent legislative session.

Urgency in Recruitment

The current labor market dynamics have forced us to expedite our hiring processes to ensure we don't lose out on potential candidates because our hiring process is too long. Turnaround times for various steps in the hiring process have been drastically reduced. This rapid pace demands additional HR support to maintain efficiency without compromising the quality of our hiring decisions. We have reduced our average time to hire by 21% over 2022 and we are taking 19 days less than our peers on average to hire a candidate. However, this pace is not sustainable with our current staffing levels.

In addition, we have observed a concerning trend of making job offers that do not ultimately result in successful hires. This indicates a need for enhanced HR capacity to continually focus on improve hiring processes and timelines, focus on candidate selection and follow-through, and minimizing time spent on unsuccessful recruitment attempts.

Evolving Legal Landscape

The legislative changes stemming from the 2023 Minnesota legislative session have significantly increased the complexity of local government human resource functions. The introduction of new laws such as the Employee Sick and Safe Time (ESST), Paid Family and Medical Leave (PFML), union regulation revisions, notice requirements, and duty disability mandates has placed an unprecedented burden on our HR staff. These changes necessitate meticulous tracking, reporting, record-keeping, and proactive communication to ensure legal compliance and minimize potential liabilities. The breadth and depth of these legislative modifications, coupled with our existing HR responsibilities, have strained our current staffing capacity. To effectively navigate these intricate legal requirements while maintaining the integrity of our HR operations, it is imperative that we consider increasing our staffing levels to adequately address these challenges and safeguard the organization against legal risks.

SREAP Impact on Capacity

Our Strategic Racial Equity Action plan is a valuable initiative aimed at optimizing our recruitment and hiring processes. However, its implementation has brought about additional increases in workload in the HR division with new responsibilities such as data collection, process adjustments, and increased time commitments for reviewing data before posting positions. The collection and analysis of data, the establishment of streamlined data collection processes, and the subsequent utilization of this data for comprehensive analysis and improvement of hiring processes are important processes that demand dedicated time and resources. Moreover, the inclusion of stakeholders in the data-driven decision-making process further emphasizes the need for effective coordination and communication.

Additional Considerations

The HR division has undergone a series of transformative changes in recent years, aimed at enhancing efficiency and aligning with modern practices in an effort to streamline processes and respond to the needs of hiring managers, staff, and candidates. These efforts have introduced both opportunities and complexities, underscoring the pressing need for increased staffing levels. Shifting carriers for medical insurance, transitioning to a third-party administrator (TPA) for FSA and COBRA administration, and migrating from the previous Criterion benefits system to Springbrook, and implementing an Onboard system all represent critical advancements that have streamlined processes and improved data management. However, the introduction of these new systems has also requires significant staff time to manage and implement, train, and provide ongoing oversight, straining the capacity of our existing HR team. In addition, the time spent learning new systems and processes has impacted the ability for staff to gain all of the efficiencies possible due to the overwhelming workload throughout the year. Furthermore, the impending transition to a new finance software system with an integrated HR module introduces an additional layer of complexity that will necessitate significant HR involvement.

In conjunction with these technology-driven initiatives, the HR division has undertaken a range of vital special projects. The 2023 classification and compensation study aim to ensure equitable pay and position structures, requiring extensive data analysis and time. The ongoing updates to the Employee Handbook, the creation of a new procedure manual and the implementation of a new classification system will require additional time and place even further constraints on staff.

Budget

Position	Grade	Step	Hourly Rate (2024)	Total Wages + Taxes (2024)	Total Personnel Cost + benefits (2024) <i>Family Coverage</i>
HR Assistant	7	B	\$29.09	\$70,360	\$87,530

**Assumes a 3% COLA for 2024, but does not take into consideration the Classification and Compensation Study results or implementation.*

The current Administration department budget proposal has \$20,000 already submitted for the cost of an HR internship. This \$20,000 could be repurposed as part of the salary for the addition of an HR Assistant.

Summary

While the addition of a Human Resources Assistant position would undoubtedly enhance our department's capacity and effectiveness, it is important to acknowledge that this request alone will not bring us to the optimal level of staffing, but rather will add a small amount of capacity to address the immediate needs. There will still be a need for further expansion, including the consideration of an HR Manager position, and/or a dedicated recruitment or workforce development position in order to position the organization in an optimal manner. However, due to the urgency of our current challenges and the immediate need to address our growing workload, the addition of a Human Resources Assistant is our most pressing requirement.

In conclusion, I propose increasing the Administration Personnel budget to allow for an additional Human Resources Assistant position to alleviate our current challenges and improve our operational efficiency. This step, while not fully resolving all our staffing needs, is essential to ensure that our HR department can continue to meet the demands of our evolving organization.



City of Roseville Fire Department

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Commitment to Diversity Firefighter **Program Description**

The Fire Department has worked to improve our diversity, equity, and inclusion (DEI) stance both externally with community outreach and internally with training, hiring processes, and the addition of the Fire Cadet position. The Fire Cadet program was created to attract non-traditional candidates into the fire service. Its primary goal has been to increase our development and hiring of persons of color and females; a goal our standard hiring practices have struggled to consistently achieve.

Attachment A provides data of all hiring processes the fire department has performed in the last 3.5 years. Male applicants make up nearly 90% (89.8) of the total applicants for firefighter-EMT and firefighter-paramedic hiring processes. In addition, nearly 82% (81.7) of the applicants are white or Caucasian. With applicant pools starting this high for both male and white applicants, the ability to attract and retain female candidates and candidates of color has been difficult for the fire department.

The next step for the department to continue this progress is the creation of a full-time Commitment to Diversity Firefighter position. This program falls in line with the City's mission to be a more inclusive and diverse employer that better reflects the community we serve. A similar program has been established within the Roseville Police Department producing positive results. This program is a tangible step to normalize, organize, and implement racial equity principles and tools, with an eye toward impactful and sustainable outcomes that create a more equitable community.

Given the uncertainty of when a firefighter vacancy will occur, the Commitment to Diversity Firefighter program will allow for the Fire Department to expand staffing on a temporary basis to allow for a Fire Cadet to be retained as a full-time firefighter. Once a vacancy occurs within the Fire Departments full-time staffing and assuming there is not another Fire Cadet eligible for the Commitment to Diversity Firefighter program, the staffing level of firefighters will return to its initial complement; this would require the funding of one additional firefighter above the authorized number (from 24 to 25 firefighters). The cost of one full year of wages and benefits of a full-time firefighter at entry level is approximately \$106,000. This total would need to be factored into budgetary considerations.

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In order to initiate the Commitment to Diversity Firefighter program, staff would like for the City Council to adopt a resolution instituting the program. Each year, the need to retain a Fire Cadet will be reviewed, and if it is deemed that a Fire Cadet is eligible and qualified to become a Roseville Firefighter, staff will bring forward a request for funding.

The purpose behind this Commitment to Diversity Firefighter is to further our ability to retain quality Fire Cadets into a full-time position even when we have no current vacancies, allowing the Fire Department to go one position above the authorized staffing level. Upon a full-time firefighter vacancy, the Commitment to Diversity Firefighter position will transition into the vacant firefighter position providing a more seamless transition than traditional onboarding; this may help reduce overtime and other staffing challenges in addition to creating an opportunity.

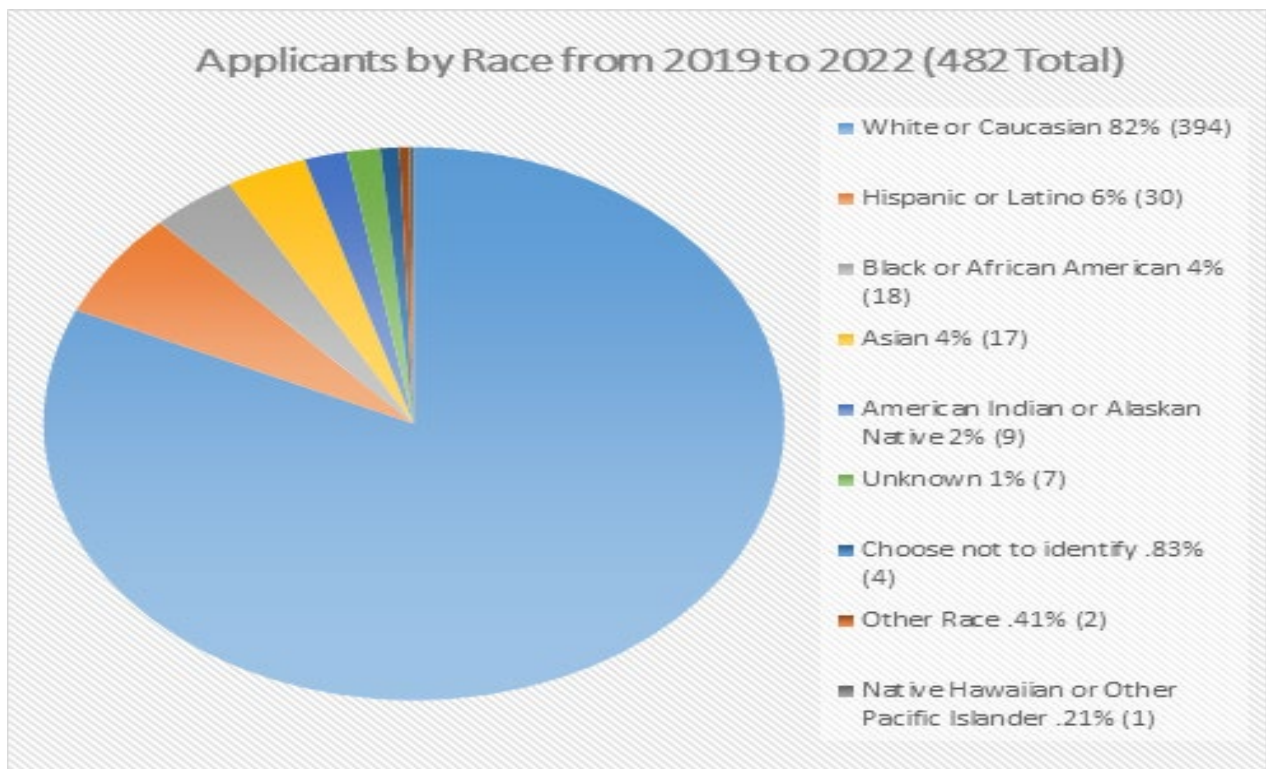
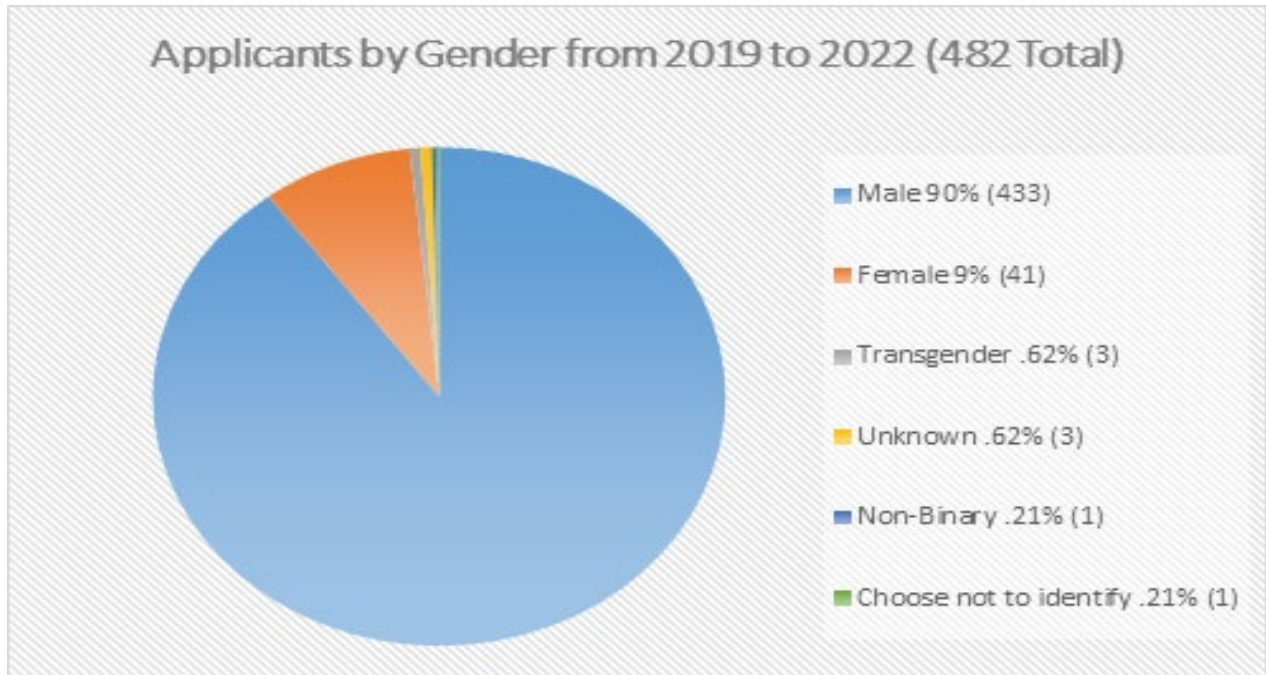
David Brosnahan
Fire Chief & Emergency Manager
Roseville Fire Department

City of Roseville Fire Department

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Attachment A

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City Manager Trudgeon and Council,

The need for a Housing Officer/Fire Inspector position within the Fire Department is at a critical level. The continued management and success of the Multi-Family Housing Licensing program hinges on providing appropriate staffing and resources for the ever-increasing demands of this program. Over the last several years the fire department has attempted to make justification and licensing program enhancements to add this needed position to the department. Due to significant increases in development and multi-family housing and a corresponding increase in emergency call volume the fire department is struggling to perform the day-to-day inspections and maintenance of a licensing program as robust as this. Due to having fire inspectors on duty and attempting to perform inspections while on-shift we are continuously missing scheduled inspections, causing scheduling issues which is problematic for us, the management company, and the tenants. We are struggling to meet the needs of a robust licensing program with more than 170 buildings and nearly 6,000 units.

I do not believe we are fully meeting the merits of the program; a point I made when presenting to the City Council earlier in 2023. Problem properties are hampering our service level and can become incredibly resource heavy when we encounter them. As mentioned, increased buildings and units in the City as well as an increasing emergency call volume has significantly challenged our ability to have a committed person be the face of the program and a direct contact to managers and tenants. Having multiple on-duty fire inspectors with their rotating schedule can be problematic for managers to connect directly with them; a Monday-Friday fire inspector would bridge that communication gap and connectivity between managers and the inspector. Not to mention provide consistency with inter-department work we perform routinely with community development.

This position is on the tax levy, however, it does generate revenue for the City with the work performed. If this position were to be approved in the 2024 budget, the Fire Department would look to increase per unit fees from \$15 to at least \$20, and building fees from \$102 to \$150. In total nearly \$40,000 of **new** revenue generation from just the multi-family licensing perspective. In addition, with a committed Monday-Friday Fire Inspector, we would look to add revenue through increasing some of our business insurance life safety inspections that we often have to turn down due to availability. There would also likely be the reduction of at least one of the shift-based Firefighter/Fire Inspector role (approximately \$8,000).

The Housing Officer/Fire Inspector may also play a pivotal role as the City begins to take on Hotel Licensing. The Fire Department has been inspecting all of the hotels in Roseville since 2017, but having one consistent representative be the inspector and the conduit for all things fire and life safety at the hotels will be an overall program management benefit for the City.

This position is not a want or a nicety. I believe it is a necessity for the Fire Department to maintain some stabilization in our day-to-day operations and fire prevention programs. For the reasons mentioned above, our on-duty staffing is stretched too thin to consistently deliver a

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high level licensing product. This added position would be a significant bolster to our abilities to perform fire prevention activities and refocus our on-duty personnel to emergency response and community outreach.

Respectfully,

David Brosnahan
Fire Chief

Roseville Fire Deputy Fire Marshal/Housing Officer Funding Explanation

The need for a Deputy Fire Marshal/Housing Officer (DFM/HO) within the Fire Department is at a critical level and the continued management and success of the Multi-Family Housing Licensing hinges on providing appropriate staffing for the increasing demands of this program. The Fire Department has identified a new position of DFM/HO that would be responsible for the management of all MF Housing Licensing program initiatives including inspections, scheduling, education of owners/management, and tenant support services not currently offered due to staffing challenges.

In an effort to provide revenue streams to fund this newly created position the Fire Department has identified several new initiatives and changes to current programs that could be developed within the Fire Prevention Division as well as areas of fee increases that can be correlated to an increase in service specific to the MF Licensing Program. In an effort to reduce impact these increases would be incorporated over a two year 2023/2024 timeline.

The New

Several new programs would be established as part of the addition of the DFM/HO position that would be supported by both the DFM as well as the Shift Inspectors:

- 1) **Condominium Fire & Life Safety Inspections** - These inspections would be a fee based life safety inspection of all condominium and co-op style buildings within the City of Roseville. These inspections would be for common areas and building exteriors, NOT individual units within each building. These inspections will assure compliance with the MN Fire Code and assure that building notification and fire suppression components are fully operational.
- 2) **Food Service Establishment Inspection Program** - Currently we are conducting inspections for each cleaning of a grease hood at a food service establishment. This concept would change from these inspections every 1-3 months into an annual food service inspection. Each establishment would receive a complete fire & life safety inspection and review. The per-cleaning fee currently being charged for grease hoods would be reduced as this fee program is implemented.
- 3) **New Apartment Inspections** - Several new buildings will begin occupancy and several buildings (UNW) that were previously not part of the MF Licensing will now be eligible. These funds will be directed towards the DFM position.

The Changes

- 1) **Multi-Family Licensing** - Fee increases would be spread out over a two year time period and would be the primary source of revenue for the DFM/HO position. In the first year of this program per unit fees will increase by \$5 and per building fees will increase by \$15 per building. During this first year, the neighborhood improvement program revenue will be combined with these increases for funding. During the second year (2024) of this proposal, per unit fees will again be raised by \$5 per unit with a per-building fee increase of \$10. Once the second year fee increases have occurred the neighborhood improvement inspections would be turned back to community development.
- 2) **Annual Business Insurance Inspections** - Every year the FD receives numerous requests to conduct a Fire & Life Safety inspection at a local business for their insurance. As part of this change a fee would be assessed for these inspections.
- 3) **Reduction in Shift Inspector Position** - It is projected that the DFM position would be promoted from within, a reduction from 4 to 3 for shift based fire inspectors would be recognized and implemented for savings.

- 4) **Lodging Inspection Fees** - Fees associated with the per unit and building fees for the current lodging inspection program.
- 5) **City Business License Inspection Fees** - This covers gas stations, gaming, and other misc. business inspections conducted by the Fire Department currently. A fee increase would
- 6) **Building Plan Review Fee** - A slight increase in the per-hour rate for building plan review fees will be made.
- 7) **Fire Permits** - A slight increase several categories of fire permits/plan review fees will be made to provide additional revenue for this new position.



To: Pat Trudgeon, City Manager

From: Matthew Johnson, Parks and Recreation Director 

cc: Carrie Anderson, Assistant Parks and Recreation Director;
Rebecca Olson, Assistant City Manager

Date: June 30, 2023

Re: Parks and Recreation Workforce Development Program

City Manager Trudgeon:

As we have discussed, I am proposing a Workforce Development Program as part of the 2024 Parks and Recreation Budget. This proposed program would include a position to design, develop, implement and manage the program, and funding for a cohort of year-round seasonal staff to work on our programs and services, gain training, and eventually design and implement new programs and services to better serve historically underrepresented populations with our service offerings.

As we know, Parks and Recreation programs and services provide a key tool for our community in increasing equity through the benefits of physical health, mental health, community building and youth development. Roseville's current parks and recreation workforce, both full-time and seasonally, is disproportionately white, which further exacerbates the long-standing systemic challenges to participation for traditionally underrepresented populations (such as park and program location, financial means, transportation and access, and feeling of welcome-ness).

As we have learned through our equity work over the past six years, within the Parks and Recreation field, local government, and workforce in general; one important predictor of participation for any demographic group is their representation in the staff administering the program or service. Studies show that a more diverse workforce is effective at illuminating perspectives that would otherwise be missed, creating a more welcoming service environment, and in increasing the overall organizational creativity. Additionally, as many parks and recreation services are social in nature, representation within the staff is key to a feeling of welcome-ness within parks, programs and events.

As we have learned through hiring several full-time positions over the past year, and historical data, the applicant pool for parks and recreation jobs has generally lacked qualified candidates from traditionally underrepresented populations. This lack of diversity is likely rooted in historical

inequities that cause a lack of exposure and welcome-ness to parks and recreation services, and its persistence is not surprising when considering that the primary training ground for full-time parks and recreation work are:

- collegiate parks and recreation programs (currently the only accredited program in Minnesota is at Minnesota State University, Mankato – a school which is currently only 13% people of color) and
- progressively more-responsible seasonal parks and recreation work, which like Roseville, is disproportionately white across most of the state.

Simply put, if we desire to, over time, diversify Roseville's full-time supervisory staff, and the parks and recreation field in general, our best hope is to grow talent internally.

Finally, and not unimportantly, as one of the largest (if not the largest) employer of first-time workers in Roseville, the presence of people of color and other historically underrepresented populations in the Parks and Recreation workforce can be a valuable youth development tool. Regardless of whether a staff member continues in the Parks and Recreation field, moves on to work in other outdoors or *green* jobs, or another field altogether; an underrepresented individual who gains meaningful experience and training through their work in Roseville can help to develop a more diverse and equitable workforce overall, and further create trust in government.

Program Overview

The Roseville Parks and Recreation Workforce Development program aims to create a cohort (perhaps six to eight participants in the first year) of year-round, half-time (20 hours per week on average as a starting point, though this could vary based on program and participant needs) parks and recreation staff. Cohort member will work in various areas throughout the parks and recreation system throughout the year, while learning the skills necessary to provide exemplary service, develop new programs and gain experience that could start them down a path toward full-time employment in the Parks and Recreation Field.

Specifically, a participant's year could consist of:

- **November – March:** Working at the Roseville Skating Center
- **March – June:** Community Gyms, Park Buildings and seasonal changeover/park maintenance
- **June – August:** Summer program management
- **September – October:** Special Projects/Community Gyms

In addition to their work filling roles that currently exist (like those listed above), it is envisioned that the cohort will have regular cohort meetings, additional training and opportunities that are intentionally designed toward cultivating a higher level of skill, engagement with the field and employability. They will also participate in and eventually lead projects that do not currently involve seasonal staff but offer unique skills, opportunities for growth, and where a need exists, such as natural resource work.

It is important that participants are provided year-round employment, as seasonal employment is a luxury that often is not available to lower income families. Thus, one of the key roles of the Workforce Development Supervisor will be to "place" cohort members into various roles within the department, and ensure that they are adequately trained and supported in their role.

Participants in the cohorts will be employees and will be paid \$17/hr for their work, with an opportunity to grow in the future. The end-goal of the cohort would be the eventual creation of a new program or services that is specifically intended to increase participation from a historical underrepresented population.

Participants in the cohort should have skills or lived experience that directly relates to the participation of underrepresented populations.

Budget

Workforce Development Supervisor (200-04-40-40-0000-23-4100000) \$110,000 (estimate)

- Designs and leads program
- Recruits cohorts
- Trains
- Conducts regular meetings
- Places cohort members
- Oversee the Rec Connect program and develop new equity focused programs and services.

Cohort Funding Admin – Temp, Seasonal (200-04-40-40-0000-23-412000) \$60,000

- Hourly wages (it is anticipated that 60% will come from currently budgeted wages, 40% new Work Force Development Funds (\$52,000)
- Training/development opportunities (\$5,000)
- Apparel/Equipment (\$1,000)
- Other (\$2,000)

The proposed program is a new concept, and one that will likely evolve as we learn more. The first year of the program would largely be spent building a program including hiring a program supervisor, co-creating the program with target populations, involving the local school district and potentially the technical colleges.

Although the specific model is new, and I believe first-of-its kind in Minnesota, it is not without precedent. Several larger Parks and Recreation agencies such as Columbia (MO), Sacramento (CA) and Louisville (KY) have begun to offer workforce development programs. Additionally, the National Recreation and Parks Association (NRPA) provides [several resources](#) for the creation of a workforce development program in parks and recreation.

As we know, the inequities that exist both locally and nationally are the product of many generations of systemic inequity, and these inequities likely cannot be undone without significant commitment toward corrective measures. This program is a new idea, and certainly not assured of success, but it is a great first step as we continue to try to meaningfully move the needle toward a more equitable community.



To: City Manager Patrick Trudgeon

From: Chief Erika Scheider

Date: August 14, 2023

Re: Roseville Police Department's need for an additional leadership position

Thank you for the opportunity to provide information on Roseville Police Department's need for an additional leadership position. Our supervisory staffing levels have not kept up with the demands of the profession or with industry standards, which is why I requested the additional command position in my 2023 budget recommendations and now again in my 2024 request (note, the position was not requested in previous years because of the financial impacts and uncertainty of the pandemic). Although over the years we have added additional sworn and civilian positions, Roseville's executive level positions have remained at the same level for over 25 years, with a chief and three command level positions.¹

Additional Background and Data

The past few years, law enforcement leaders have faced increasing challenges as we work to reimagine policing and redefine public safety to ensure it best serves everyone in our community. Long-lasting and successful reform requires strong and adequate leadership at all levels of the organization. The requested command-level position is not only necessary to ensure we can continue to meet the demands of our community, but also the changing landscape of policing.

In addition to comprehensive changes made the past few years throughout the policing profession, Roseville has seen increasing calls for service and crime rates, recruitment and retention challenges, and increased training and legislative mandates. All of these issues have resulted in an increase in leadership duties and a workload strain being felt across all supervisory levels. The addition of this position will provide for a more manageable span of control for the supervisory and command staff.

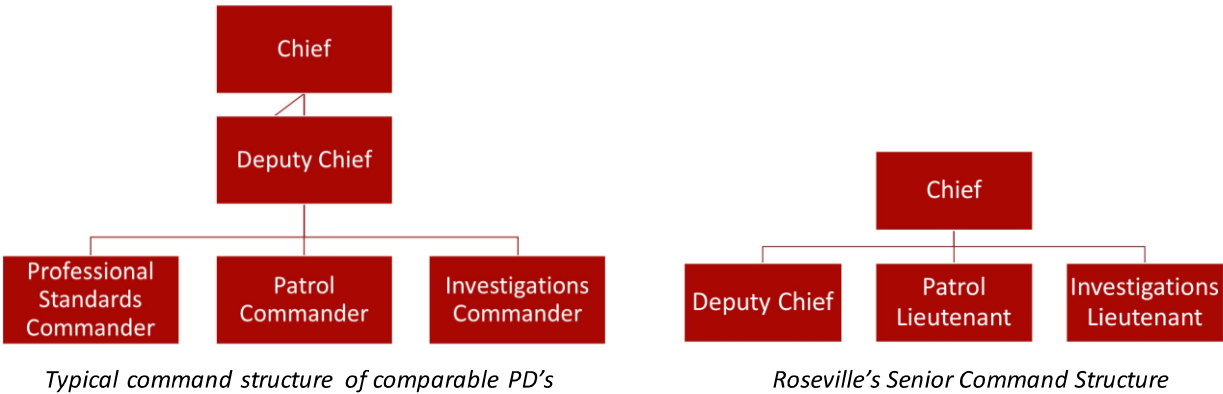
Roseville versus Comparable Cities Leadership Structure

Roseville's current command staff structure is below industry standards, especially for a city our size and with the complexities that come with being a first-ring suburb and home to Minnesota's second largest retail center. Our command staff and supervisory staff are shouldering a workload that has become unmanageable and not sustainable. As more and

more duties have to be passed down to our patrol sergeants, it has pulled front-line supervisors off the street, spending more time in the office completing administrative tasks.

Our senior command staff is currently comprised of a Chief, Deputy Chief, and two lieutenants who oversee our investigation and patrol divisions. Although the titles of the command level vary by agency (e.g., lieutenant, commander, or Captain), the job duties of overseeing a division are comparable. Unlike many of our comparable cities, we do not have a professional standards/administrative command position. The duties typically handled by an administrative commander have had to be absorbed into other leadership positions within the Roseville Police Department. It also should be noted that before 2011, RPD had an administrative sergeant who handled training and other administrative duties. In 2011, the department’s authorized strength was reduced from 49 to 48 and the administrative sergeant position was eliminated as part of the restructuring.

A typical command structure for comparable cities is a Chief, Deputy Chief, and three command-level positions. Below is a comparison of the most common senior leadership structure of our comparable cities and Roseville’s current command structure.ⁱⁱ



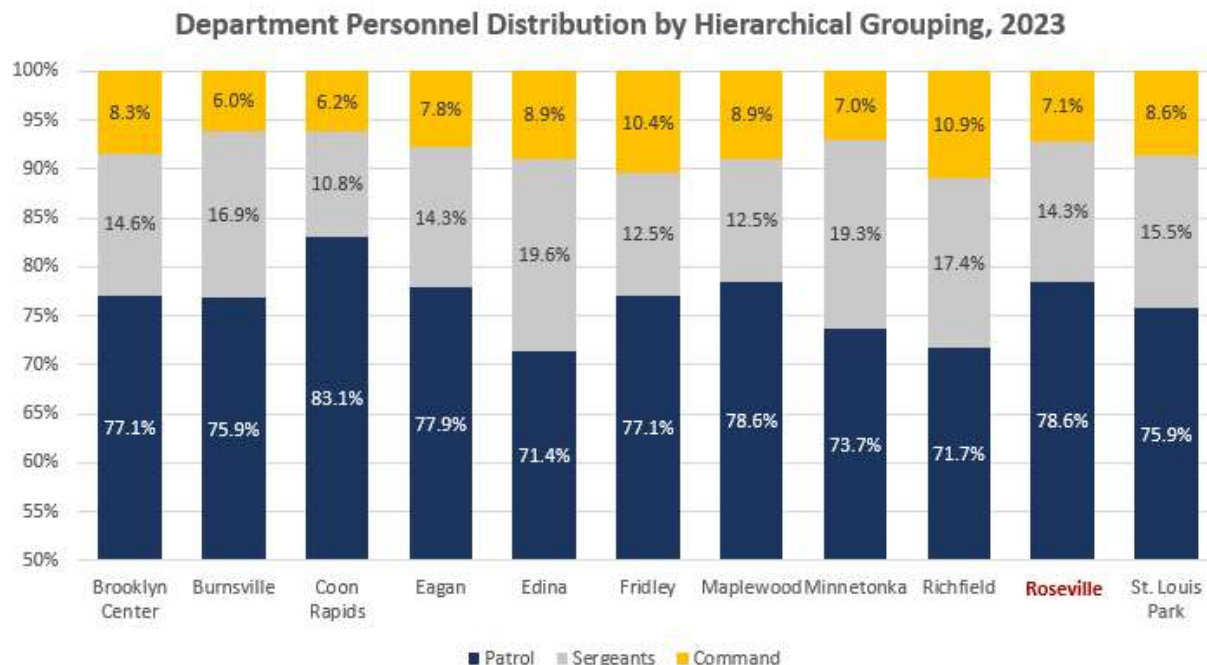
Some of the metro police departments with a Chief and at least four additional command-level positions include Edina, Maplewood, Minnetonka, St. Louis Park, Richfield, Woodbury, Fridley, Burnsville, and Eagan.ⁱⁱⁱ

Staffing Proportions of our Comparable Cities^{iv}

When comparing leadership levels of our comparable cities, Roseville falls below the average of the ratio of officers-to-sergeants and officers-to-commanders. Adding an additional command level position would bring us more in-line with our comparable cities and closer to the average.^v

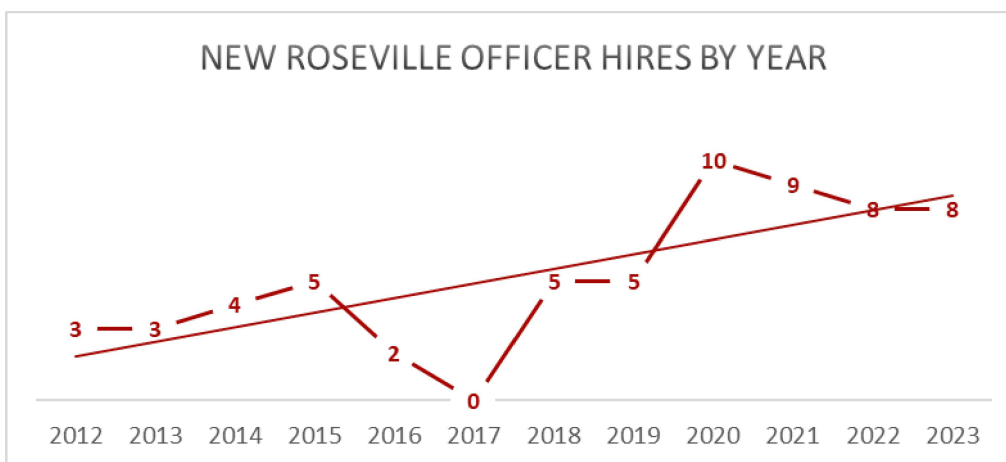
Jurisdiction	Total Sworn	Sergeants	Lts/Capt/Commanders	DCs	Chiefs	Total Patrol	Total Command	Command Ratio	Total Patrol	Sergeant Ratio
Brooklyn Center	48	7	3	0	1	37	4	9.3	30	5.3
Burnsville	83	14	3	1	1	64	5	12.8	50	4.6
Coon Rapids	65	7	3	0	1	54	4	13.5	47	7.7
Eagan	77	11	4	1	1	60	6	10.0	49	5.5
Edina	56	11	3	1	1	40	5	8.0	29	3.6
Fridley	48	6	4	0	1	37	5	7.4	31	6.2
Maplewood	56	7	3	1	1	44	5	8.8	37	6.3
Minnetonka	57	11	3	0	1	42	4	10.5	31	3.8
Richfield	46	8	3	1	1	33	5	6.6	25	4.1
Roseville	56	7	2	1	1	45	4	11.3	38	6.4
St. Louis Park	58	9	3	1	1	44	5	8.8	35	4.9
AVERAGE	59.09	8.91	3.09	0.64	1.00	45.45	4.73	9.6	37	5.1

*The average sworn size between comparable agencies is 59.09, the median and the mode is 56.



Recruitment Challenges

One example of the increasing workload for our leadership team is the mounting challenges in recruiting and retaining police officers. Across the profession, we continue to see officers leaving at alarming rates, while at the same time, the candidate pool has dramatically dwindled. Before 2020, Roseville usually hired between 3-5 officers each year, often only initiating one hiring process a year. Since 2020, we are hiring two to three times as many new officers, between 8 and 10 each year, and have a continuous hiring process.



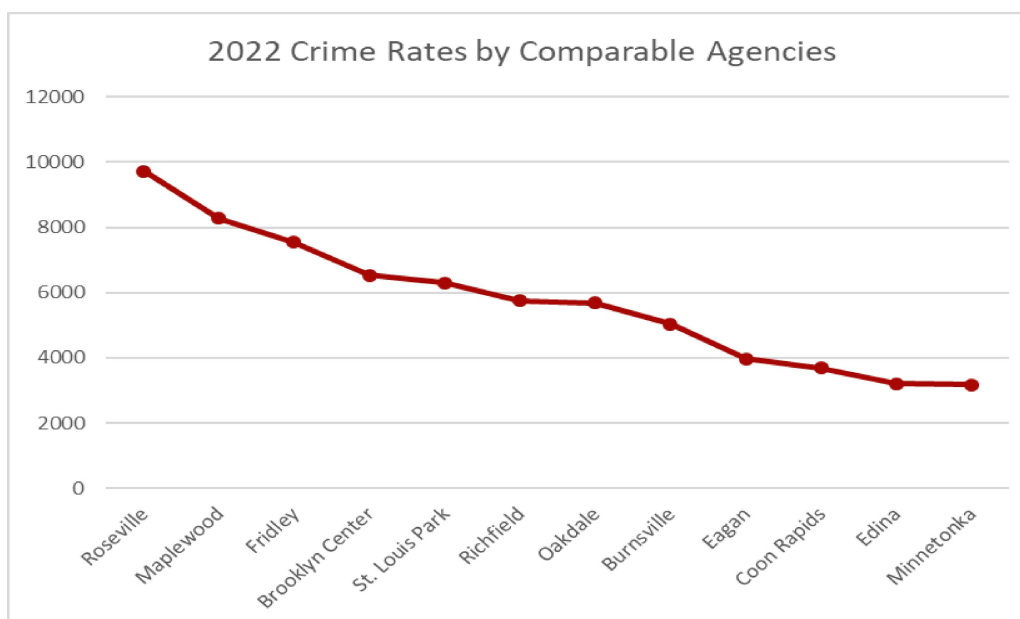
Due to the lack of qualified candidates, we have had to accelerate our hiring process to less than 30 days whenever possible (in the past, the process often lasted 4-5 months). It takes a substantial amount of resources to ensure we don't lose good candidates to other agencies. Even with all the steps we have taken to prioritize staffing, we remain seven officers short (12% of our workforce). We are hopeful three or four new officers will be starting in September 2023, but it will be March 2024 before they will have completed training.

Each new officer we hire results in significant impacts and strains on our leadership team, including the time needed for interviewing, conducting background investigations, coordinating and scheduling new hire academies, scheduling mandated psychological/medical/fitness testing, complying with licensing mandates, onboarding of new officers, hosting a six-week new hire academy and oversight of the six-month field training program. Due to our current command staff's workload, our field training program and six-week training academy are currently being run by two patrol sergeants, which pulls them off the street for significant blocks of time, creates a leadership gap on our frontlines, and results in substantial overtime costs.

Another concern is the lack of experience within our officer and sergeant ranks. With our projected hiring, 50% of our sworn force will have less than 5 years of experience. For our sergeant positions, only one sergeant has 5 or more years of supervisory experience—The rest of the sergeants (7) all have less than four years of leadership experience.

Increasing Crime and Community Complexities

As Roseville's crime rate and the complexities of our community continue to increase, it has placed additional strains on leadership throughout the organization. In 2022, Roseville's overall crime rate (ratio of crimes to population) ranked at the top of our comparable cities and other suburban agencies.^{vi}



As we look to address the rising crime rate and increase in violent crime across the metro, it is important we not only have sufficient front-line patrol officers, but also the leadership capacity to address the crime complexities. Long-term solutions require investing in additional leadership.

One recent example is when Roseville began experiencing a spike in carjackings. Adding extra patrols and overtime details was part of the response to address the increase in violent crime, but it also required our leaders to develop response strategies alongside our criminal justice partners, the county attorney's office, and community stakeholders. Our leadership team also collaborated with our federal partners and sought out grant opportunities to ensure our officers/detectives had the tools they needed to be effective in our strategies.

Impacts of the addition of the Community Action Team & Behavior Health Unit
When the Community Action Team (CAT) was first added in 2021, the oversight of the unit was assigned to the Deputy Chief. As the unit has continued to grow with the addition of three social workers, a homeless outreach worker, an auto theft officer, and interns, there has been a dramatic increase in the workload to effectively manage resources within the unit. Although the CAT team was initially absorbed into the Deputy Chief's span of control, with the additional civilian positions added to the unit, it is no longer sustainable. It was always intended for the CAT sergeant to be a front line/boots on the ground supervisor; however, mounting administrative needs continue to pull the CAT sergeant out of the community and instead tied up completing administrative tasks.

The Community Action Team is unique to Roseville and the most comprehensive unit of its kind in the metro area. It is our belief that this style of compassion-based policing is the future of public. In order to ensure the programs ongoing success, we must have continued investment at all levels.

Professional Standards and Training Needs

In addition to overseeing the Community Action Team, the new commander would also handle Professional Standards and Training. Because of the increase in training demands and mandates, RPD has had to find creative ways to take on the additional workload. Currently, a patrol sergeant is helping oversee the new hire training academy and use of force training. This has resulted in the patrol sergeant spending less time providing front-line supervision and more time spent on administrative duties needed to oversee training needs. We also have had to assign a second patrol sergeant to oversee field training, resulting in the sergeant having less time to be on the front lines. In reviewing how training is handled at our comparable cities, many departments have a dedicated commander or administrative sergeant who oversees training and field training. Adding an executive level position would help bring RPD in line with industry standards.

In addition to training, there have been considerable professional standard related responsibilities that have continued to increase. We continue to see an increase in legislative and POST Board licensing mandates. With the call for increased transparency, it has increased the administrative workload to ensure we are providing meaningful data to the community. Over the past few years, we have also seen a dramatic increase in data requests, gun permit applications, compliance checks/failures, and management of IT related equipment (e.g. body worn cameras, squad computers, cell phones).

Proposed Funding

Roseville is slated to receive \$1,594,582 in public safety aid.^{vii} Investing in local law enforcement was repeatedly discussed throughout the legislative session and personnel costs were included as one of the eligible uses of the public safety funds.^{viii} In March 2023, Governor Tim Walz specifically mentioned one of the uses of the public safety funding was additional public safety staff.^{ix}

I am recommending initially funding the position using public safety aid for the 2024 budget year and then including the position in the regular operating budget for 2025. Another option would be to approve the position starting in the second half of 2024 to afford some additional savings and extend the timeline of when the position would need to be absorbed in the regular operating budget and tax levy.

Creating a professional standards leadership position will not only bring us closer to industry standards among our peer cities, it will generate more effective leadership within the department, enhancing productivity and professionalism, furthering our mission to build trust and legitimacy within the Roseville community.

ⁱ Note: Over the years, Roseville has gone through a number of restructures and title changes (e.g. Captain, Deputy Chief, and Lieutenants); however, the number of executive level positions (four) have remained unchanged since at least 1997.

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- ii Civilian staff was not included in the comparison, but many departments have a Civilian position that oversee other Civilian staff such as the records staff. Most of the comparable cities also had a civilian administrative assistant to the Chief or command staff.
- iii For our intents and purposes of comparing to other departments, “command” positions include lieutenants, captains, commanders, deputy chiefs.
- iv Oakdale's data was not available at the time of this report, so they were not included. They also recently initiated a police staffing assessment.
- v Note: Burnsville currently does not have a Deputy Chief position, but is in the process of adding it.
- vi *Crime rate and clearances by agency data: Minnesota Crime Data Explorer: Bureau of Criminal Apprehension*. Crime Rate And Clearances By Agency Data | Minnesota Crime Data Explorer | Bureau of Criminal Apprehension. (2022). https://cde.state.mn.us/DownloadData/CrimeRateAndClearanceByAgencyDownload_sf1811-1E_public_safety_aid_city_town.pdf (senate.mn)
- vii [Chapter 64 - MN Laws](#), section 27.
- viii [Chapter 64 - MN Laws](#), section 27.
- ix Karnowski, S. (2023, March 16). Walz adds money to budget for Public Safety, lead removal. AP News. <https://apnews.com/article/gov-walz-minnesota-budget-proposal-public-safety-ea0fd15c16bd9d7e9d57a0642a66861f>

City of Roseville City Manager Recommended 2024 City Budget



2024 City Manager Recommended Budget

For tonight, we intend to:

- Provide the City Council and public more detail on the proposed 2024 budget for the City of Roseville and subsequent property tax impact
- Provide context for the City Council in making the decision on the not-to-exceed levy on September 25
- Answer any questions you may have regarding the recommended 2024 City Budget

2024 Budget Process Timeline		Date
Discussion on <i>Preliminary</i> Cash Reserve Levels		3/13/2023
Establish 2024 Budget Process Calendar		5/8/2023
Discussion on 2024 Legislative Impacts & City Council Priorities		6/20/2023
Presentation of the 2024-2043 Capital Improvement Plan		7/17/2023
EDA Budget & Tax Levy Discussion		7/17/2023
Receive the 2024 City Manager Recommended Budget		8/21/2023
Receive Budget Recommendations from the Finance Commission		9/18/2023
Adopt Preliminary 2024 Budget, Tax Levy, & EDA Levy		9/25/2023
Review 2024 Proposed Utility Rates		11/6/2023
Review 2024 Fee Schedule		11/6/2023
Final Budget Hearing (Truth-in-Taxation Hearing)		11/27/2023
Adopt Final 2024 EDA Tax Levy		12/4/2023
Adopt Final 2024 Budget, Tax Levy, Utility Rates, & Fee Schedule		12/4/2023

Department Head Organizational Priorities

People

Maintain a workforce that attracts and retains a diverse pool of top talent

Equity & Inclusion

Integrate equity and inclusion into all organizational processes, procedures and decisions

Elevate Environmental Sustainability

Prioritize and incorporate sustainability initiatives into all we do (e.g. programs, projects, plans, events)

Foster Community Success

Create and provide opportunities for the Roseville community to thrive and succeed

Consider Engagement

Normalize the concept of engaging stakeholders according to the IAP2 spectrum on decisions affecting them.

Provide a modern & sustainable infrastructure

Ensure the city's infrastructure is functioning within expectations, receiving proper maintenance, and has a fiscally sustainable replacement program

City Manager budget focused on three strategies:

- Provide for a Modern and Sustainable Infrastructure
- Investment to Maintain City Programs and Workforce
- Strategic Use of Grant Funding

2024 City Manager Recommended Budget

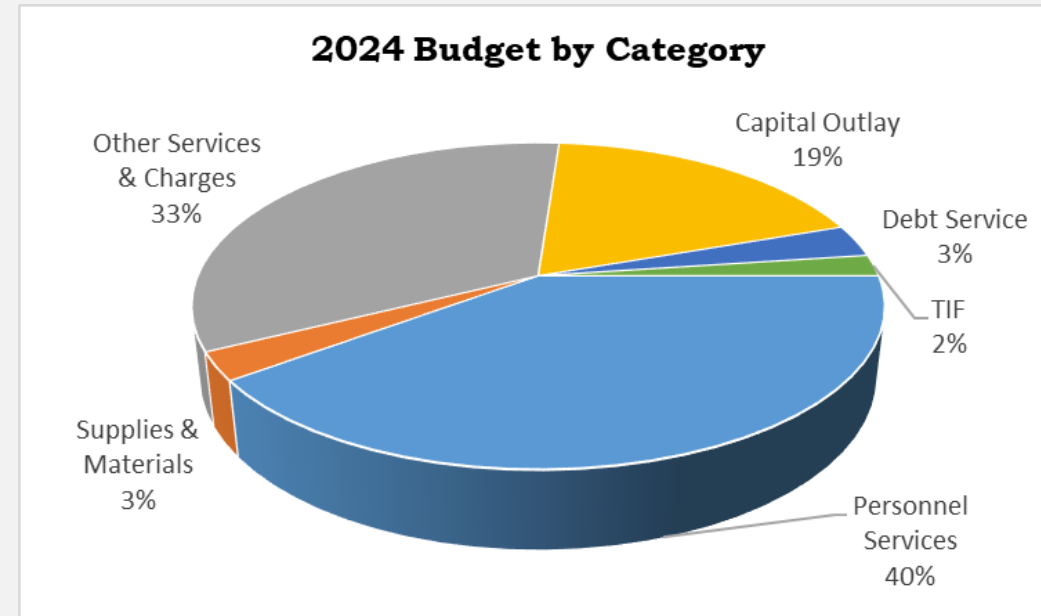
Total Budget Allocation

Attachment 2

Total Budget : \$69,637,928

- Overall Increase of 13.5%
- Fee Supported Budget: \$28,580,288
- Property Tax Supported: \$41,057,640

2024 Budget Allocation



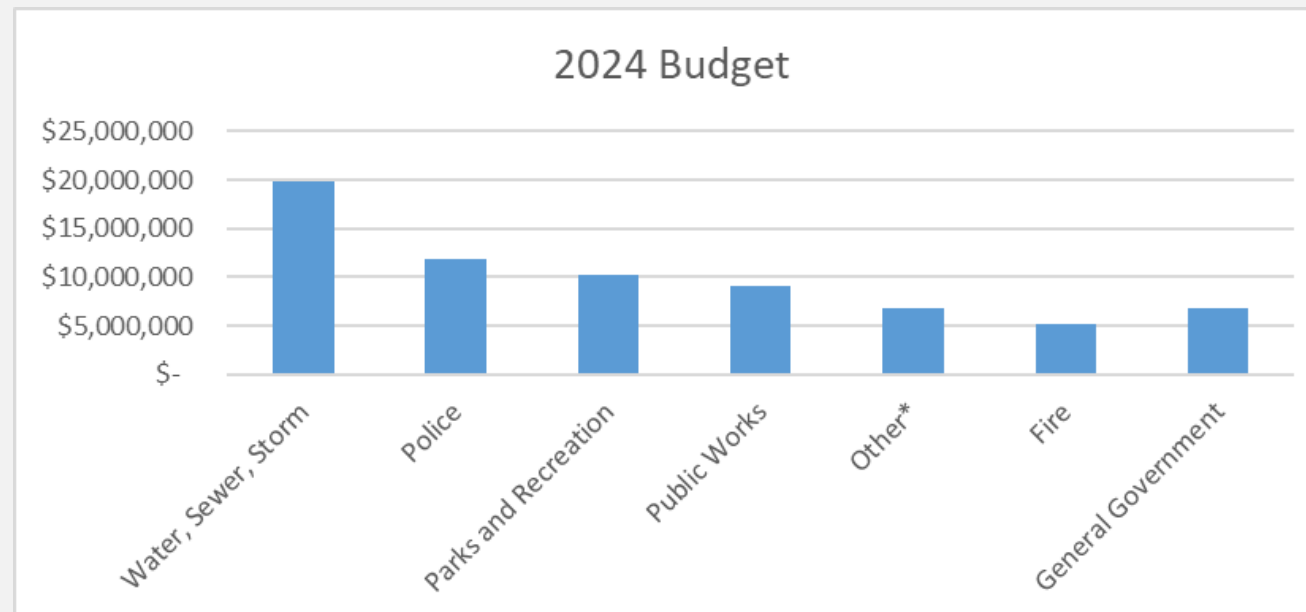
*Other Services and Charges primarily represents spending on outsourced services such as; water purchases from St. Paul, wastewater treatment costs paid to the Met Council, professional services, specialized maintenance on facilities, infrastructure, & other assets, and energy-related costs.

2024 City Manager Recommended Budget

Total Budget Allocation

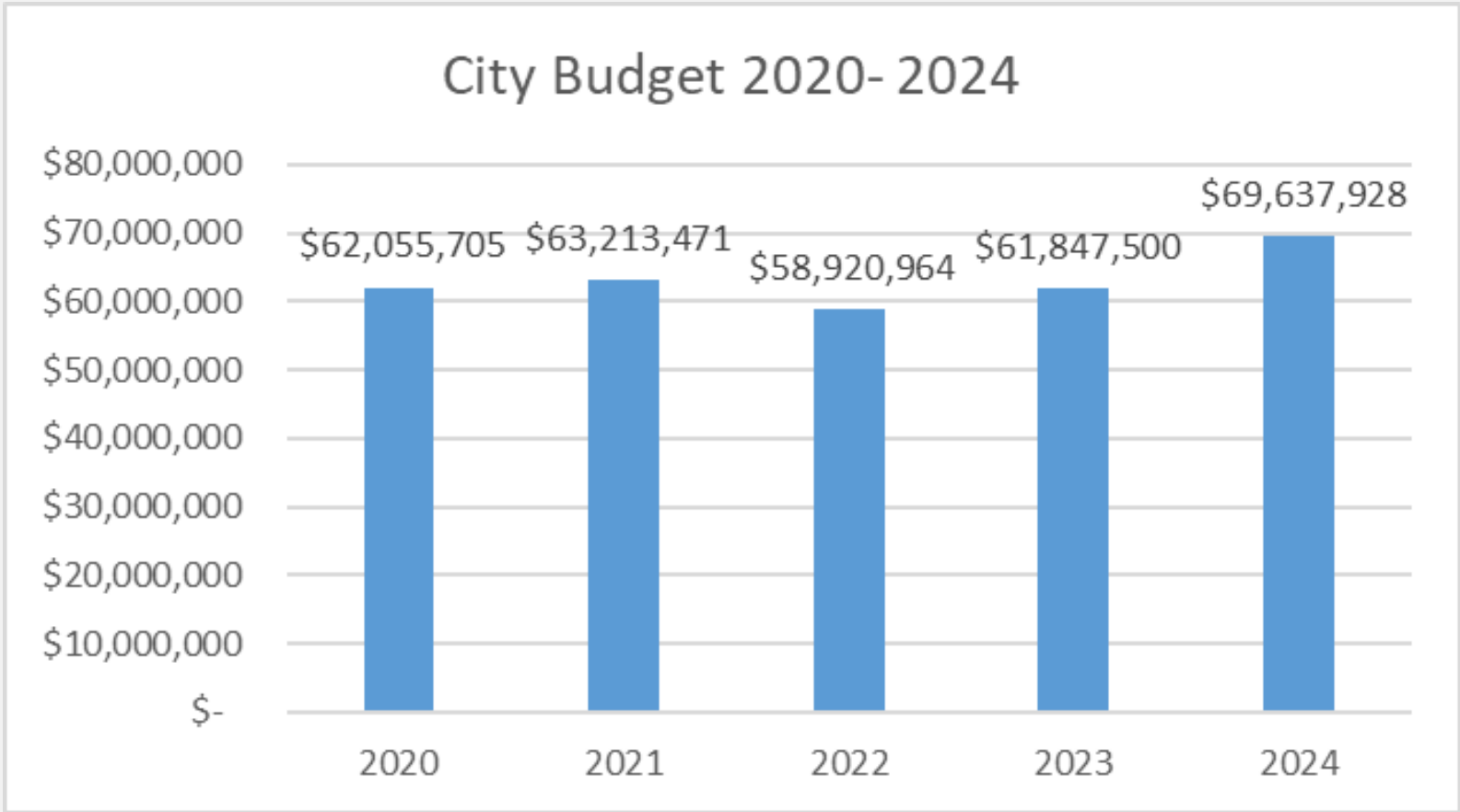
Attachment 2

Function	Budget Funding Uses			Total Uses
	Operations	Capital	Princ & Int on Debt	
Police	\$ 11,221,924	\$ 584,710	\$ -	\$ 11,806,634
Fire	4,494,392	83,000	647,745	5,225,137
Parks & Recreation	6,565,241	2,055,500	1,577,677	10,198,418
Public Works	3,689,098	5,304,200	-	8,993,298
General Government	5,767,103	1,094,490	-	6,861,593
Water, Sewer, Storm	15,995,712	3,777,000	-	19,772,712
Other	6,780,136	-	-	6,780,136
Total	\$ 54,513,606	\$ 12,898,900	\$ 2,225,422	\$ 69,637,928
** Other Funding Uses Include: license center, planning & inspections, TIF and others				



2024 City Manager Recommended Budget

Proposed 2023 City Budget: \$69,637,928 or about 13.5% increase



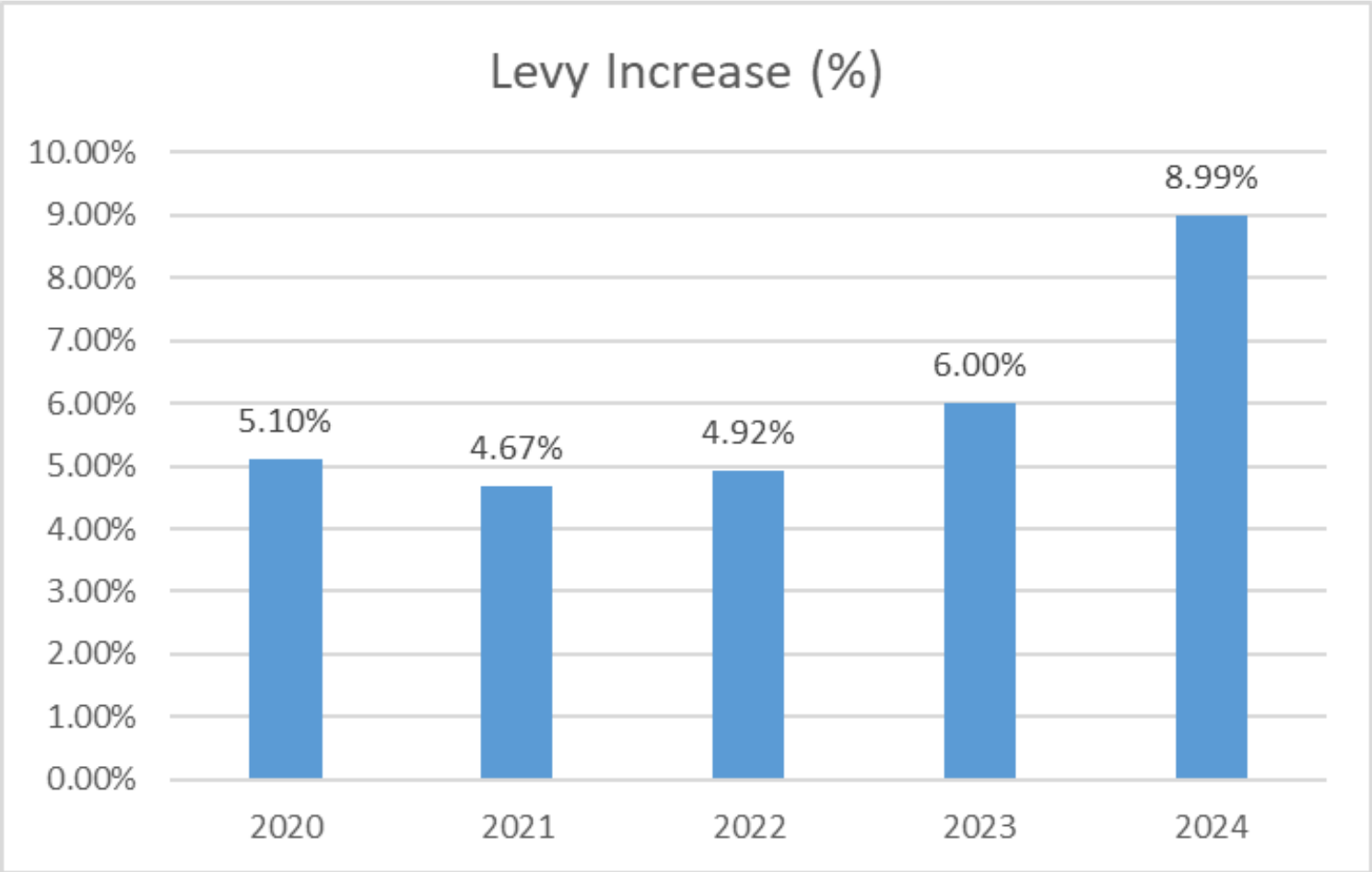
2024 City Manager Recommended Budget

Proposed 2024 City Tax \$28,785,280
Levy Increase \$2,373,896



2024 City Manager Recommended Budget

Proposed 2024 City Tax Levy Increase 9% increase



Proposed 2024 Budget Amount

Property Tax-Supported	\$41,057,640
Fee-Supported	<u>\$28,580,288</u>
Total	\$69,637,928

Proposed 2024 Budget by Category

Personnel Services	\$27,781,396
Supplies and Materials	\$ 1,942,221
Other Services and Charges	\$24,147,389
Capital Outlay	\$12,066,500
Debt Service	\$ 2,225,422
TIF	\$ 1,475,000
Total	\$69,637,928

Proposed 2024 Tax Levy Summary

Operations	\$22,814,858
Capital	\$ 3,745,000
Debt	<u>\$ 2,225,422</u>
Total	\$28,785,280

Summary of Tax Levy Changes in 2024 Budget

Reclassification of Personnel	\$ 285,739
New Personnel	\$ 0
Compensation Adjustments	\$ 1,504,262
Increased Costs for Supplies, Operations, Contracts	\$ 743,895
Shift of levy from Capital to Operating Budget	<u>\$ (160,000)</u>
Total	\$2,373,896

New Levy Dollar Impact Total \$2,373,896

Proposed Levy Increase %	9.00%
Monthly Cost Impact on Median-Value Home (\$349,900)	*
Annual Cost Impact on Median-Value Home (\$349,900)	*

2024 City Manager Recommended Budget

Budget Strategies

Attachment 2

**Provide for a Modern and Sustainable Infrastructure
(Shift of \$160,000 of tax levy from Capital to Operations Budget and
Transfer from IT Capital Fund of 810,214 to Various Capital Funds)**

2024-2043 Capital Improvement Budget	
Levy Transfer from Capital Budget to Operations Budget	
Administration Equipment Fund	\$ 10,000
Central Services	\$ 25,000
Facilities Fund	<u>\$ 125,000</u>
	\$ 160,000
Transfer from IT Fund (\$810,214) to other Capital Funds	
Administration Equipment Fund	\$ 50,000
Fire Vehicle and Equipment Fund	\$ 233,214
Park and Rec. Vehicle and Equipment Fund	\$ 127,000
Facility Fund	\$ 100,000
Street Light Maintenance Fund	<u>\$ 300,000</u>
	\$ 810,214

2024 City Manager Recommended Budget

Budget Strategies

Investment to Maintain City Programs and Workforce		
		New Tax Levy Support
Reclassification of personnel		
Reclassification of PD Admin CSO (.80 to 1.0 FTE) *		\$ -
Reclassification of PW Maint. Spec. to Office Asst.		\$ (14,494)
Increased Hours for Admin Intern		\$ 14,800
Increased Hours for 3 PD Interns		\$ 49,070
Increase in Parks and Rec seasonal pay		\$ 36,363
Additional Funding for FF with ending of SAFER grant		\$ 200,000
	Sub-Total	\$ 285,739
New Personnel		
Commitment to Diversity Firefighter*		\$ -
	Sub-Total	\$ -
Compensation Adjustments		
Employee Step Increases		\$ 366,890
Compensation Study Adjustments		\$ 659,986
Employee COLA 3%		\$ 477,386
	Sub-Total	\$ 1,504,262
Increased Costs for Supplies, Operations, and Contracts		
	Sub-Total	\$ 743,895
Shift of levy from Capital to Operating Budget		
		\$ (160,000)
Total New Tax Levy Support		\$ 2,373,896

**Investment in Maintaining
City Programs and Workforce
(\$2.373 million)**

Strategic Use of Grant Funding (\$0 of new levy)

• ARPA Funds in 2024 Budget	\$ 884,696
• Opioid Settlement Funds 2024 Budget	\$ 79,370
• Public Safety Aid in 2024 Budget	<u>\$1,342,504</u>
	\$2,317,200

Total ARPA Allocation \$3,984,102.54

Spending Plan for the dollars taken under the Standard Revenue Loss Allowance

	2021	2022	6/30/23 exp	2023	2024	Totals
Responding to Public Health Emergency						
COVID Testing Equip, Supplies & Staffing& masks	\$30,022.88	\$36,461.92	\$180.00			\$ 66,665
PD Embedded Social Worker		\$26,011.54		\$ 203,988	\$ 125,000	\$ 355,000
Radios and computers for social workers		\$11,202.81				\$ 11,203
Police & Fire RMS systems		\$211,173.61				\$ 211,174
Access information - agenda mgmt software				\$ 6,200		\$ 6,200
Redesign website/accessability audit			\$16,336.32	\$ 664		\$ 17,000
Sprout social media accounts					\$ 8,000	\$ 8,000
Outfit conference rooms to do virtual meetings			\$17,550.41	\$ 2,450		\$ 20,000
Roll Call Room update technology		\$29,566.47				\$ 29,566
Laptop replacement for city employees		\$138,201.95				\$ 138,202
FD Advanced Life Support Start-up Supplies/Equip.		\$211,146.62	\$8,333.63			\$ 219,480
HR Onboarding Software		\$8,118.60				\$ 8,119
Social Pinpoint Software					\$ 10,000	\$ 10,000
PD Communications Equipment		\$6,811.89				\$ 6,812
Solar Panel for PD overt trailer camera		\$5,143.50				\$ 5,144
AED replacements			\$14,101.64	\$ 5,898		\$ 20,000
PD Wellness Program			\$30,000.00	\$ -		\$ 30,000
PD Hsg Navigator		\$37,150.00	\$19,116.60	\$ -		\$ 56,267
PD 2nd SRO-net cost			\$40,000.00	\$ -		\$ 40,000
Metro-INET increased JPA costs			\$100,000.00	\$ -		\$ 100,000
Non-Profit Support			\$60,000.00	\$ -		\$ 60,000
						\$ 1,418,830
	2021	2022	6/30/23 exp	2023	2024	Totals
Responding to Negative Economic Impact						
EDA Choose Roseville Campaign	\$42,953.11	\$92,819.18				\$ 135,772
RVA Support - Way Finding Signs				\$ 200,000		\$ 200,000
Small Business Grant program				\$ 15,000	\$ 15,000	\$ 30,000
Affordable Housing - Land trust			\$80,000.00	\$ 80,000	\$ 80,000	\$ 240,000
						\$ 605,772
	2021	2022	6/30/23 exp	2023	2024	Totals
Premium Pay for Essential Workers						
FF premium Pay	\$47,682.00					\$ 47,682
PD premium Pay	\$85,218.00					\$ 85,218
						\$ 132,900
	2021	2022	6/30/23 exp	2023	2024	Totals
Water, sewer, and broadband infrastructure						
Water capital projects		\$ -		\$ 500,000	\$ 638,600	\$ 1,138,600
						\$ 1,138,600
	2021	2022		2023	2024	Totals
Revenue Replacement						
License Center Revenue Loss Recovery	\$ 688,000					\$ 688,000
						\$ 688,000
	\$893,875.99	\$813,808.09	\$385,618.60	\$ 999,200	\$ 884,696	\$ 3,984,103
		Allocation	Proposed	Remaining		
		\$ 3,984,102.54	\$ 3,984,103	\$ -		

2024 City Manager Recommended Budget

Budget Strategies

Strategic Use of Grant Funding

Public Safety Aid	\$1,596,000	Capital	Operating
PD Equip and Vehicle Fund	\$ (500,000.00)	\$ (500,000.00)	
FD Equip and Vehicle Fund	\$ (500,000.00)	\$ (500,000.00)	
PD Admin CSO	\$ (18,500.00)		\$ (18,500.00)
PD Increase Wellness	\$ (30,000.00)		\$ (30,000.00)
PD BCA required IT costs	\$ (16,000.00)		\$ (16,000.00)
FD Increase Wellness	\$ (16,000.00)		\$ (16,000.00)
PD/FD Increase in Dispatch	\$ (40,104.00)		\$ (40,104.00)
PD Commit to Diversity	\$ (107,700.00)		\$ (107,700.00)
FD Commit to Diversity	\$ (114,200.00)		\$ (114,200.00)
	\$253,496	\$ (1,000,000.00)	\$ (342,504.00)
	Remaining Balance	Expenditures Total	Expenditures Total

2024 City Manager Recommended Budget

Future Budget Impact

Attachment 2

Impact to Future Budgets and Levy

2024 Budget Expenditures in 2025 Budget			
Cost Item	Amount	2024 Funding Source	2025 Funding Source
Admin. CSO (.8 to 1.0 FTE)	\$ 18,500	PSA	Levy
PD/FD Wellness Services	\$ 46,000	PSA	Levy
PD BCA Required IT costs	\$ 16,000	PSA	Levy
PD/FD Increase in Dispatch	\$ 40,104	PSA	Levy
2nd Embedded Social Worker	\$ 125,000	ARPA	Levy
PD Housing Navigator	<u>\$ 79,370</u>	Opioid Sett.	Levy
Total	\$ 324,974		

2024 City Manager Recommended Budget

City Budget Next Steps

- September 18 - Receive Finance Commission budget recommendations
- September 25 - Adopt Preliminary City and EDA Tax Levy and Budget
- November 6– Review 2023 Utility Rates and Fee Schedule
- November 27 – Conduct Final Budget Hearing (Truth-in Taxation Hearing)
- December 4 – Adopt Final City and EDA Tax Levy and Budget, Utility Rates, and Fee Schedule

2024 City Manager Recommended Budget

City Budget Summary

Attachment 2

- 2024 City Manager Recommended Budget
 - \$69,637,928
- Total Proposed City Levy: \$28,785,280 (8.99% increase)
- Budget Priorities
 - Provide for a Modern and Sustainable Infrastructure
 - Investment in Maintaining City Programs and Workforce
 - Strategic Use of Financial Grant Funds

Q & A

Questions?

City of Roseville

Combined Funds Financial Summary (WITHOUT EDA)

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 22,887,412	\$ 23,914,971	\$ 24,447,782	\$ 26,411,384	\$ 28,785,280	\$ 2,373,896	8.99%
Tax Increments	927,912	1,211,482	1,400,327	855,700	1,425,000	569,300	66.53%
Intergovernmental Revenue	3,778,044	4,066,737	8,223,843	2,977,284	5,330,139	2,352,855	79.03%
Licenses & Permits	2,677,923	2,491,345	2,259,932	2,523,870	1,975,352	(548,518)	-21.73%
Charges for Services	24,094,268	25,037,150	23,666,978	22,769,439	27,289,710	4,520,271	19.85%
Fines and Forfeits	56,929	62,025	87,068	72,500	60,000	(12,500)	-17.24%
Cable Franchise Fees	379,648	385,750	374,855	376,000	374,000	(2,000)	-0.53%
Donations	120,298	129,730	102,245	120,000	129,000	9,000	7.50%
Special Assessments	237,547	156,635	244,285	137,668	153,247	15,579	11.32%
Investment Income	489,572	(51,934)	(4,165,713)	296,000	235,410	(60,590)	-20.47%
Gambling Taxes	30,487	37,258	42,688	33,406	38,026	4,620	13.83%
Miscellaneous	1,145,832	1,049,937	901,541	725,768	738,888	13,120	1.81%
Total Revenues	\$ 56,825,872	\$ 58,491,086	\$ 57,585,831	\$ 57,710,524	\$ 66,534,052	\$ 9,235,033	16.00%
Expenditures							
Personnel Services	\$ 23,221,788	\$ 24,753,290	\$ 24,018,126	\$ 25,678,224	\$ 27,781,396	\$ 2,103,172	8.19%
Supplies & Materials	1,301,538	1,522,486	1,731,761	1,863,325	1,942,221	78,896	4.23%
Other Services & Charges	18,223,743	18,378,535	18,901,712	19,355,201	22,927,875	3,572,674	18.46%
Capital Outlay	9,425,054	8,195,235	13,526,791	10,850,455	12,066,500	1,216,045	11.21%
Debt Service	2,580,486	7,602,318	2,715,327	2,489,815	2,501,672	11,857	0.48%
Contingency	-	-	-	-	-	-	0.00%
Total Expenditures	\$ 54,752,610	\$ 60,451,864	\$ 60,893,717	\$ 60,237,020	\$ 67,219,664	\$ 6,982,644	11.59%
Other Financing Sources (Uses)							
Transfers In /	\$ 3,267,056	\$ 1,426,730	\$ 641,056	\$ 1,472,100	\$ 2,426,364	\$ 954,264	64.82%
Transfers Out	(2,655,448)	(1,799,933)	(1,396,367)	(1,092,000)	(2,418,264)	(1,326,264)	121.45%
Sale of Assets/Bond Proceeds	5,104,229	-	-	-	-	-	0.00%
Total Other Financing Sources	\$ 5,715,837	\$ (373,203)	\$ (755,311)	\$ 380,100	\$ 8,100	\$ (372,000)	-97.87%
Net Chg. in Fund Balance / Net Assets	7,789,099	(2,333,981)	(4,063,197)	(2,664,876)	(677,512)		
Beginning Fund Balance / Net Assets	-	7,789,099	5,455,118	832,404	(1,832,472)		
Ending Fund Balance / Net Assets	\$ 7,789,099	\$ 5,455,118	\$ 1,391,921	\$ (1,832,472)	\$ (2,509,984)		

City of Roseville

Tax-Supported Funds Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 22,887,412	\$ 23,864,722	\$ 24,343,575	\$ 26,284,494	\$ 28,592,450	\$ 2,307,956	8.8%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	3,394,582	2,363,937	8,035,441	2,889,784	5,148,769	2,258,985	78.2%
Licenses & Permits	403,456	433,526	366,465	469,000	418,002	(50,998)	-10.9%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	5,382,462	6,398,910	3,728,680	3,758,710	4,021,591	262,881	7.0%
Fines and Forfeits	56,929	62,025	87,068	72,500	60,000	(12,500)	-17.2%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	11,530	-	-	-	9,000	9,000	100.0%
Special Assessments	205,711	136,688	245,397	135,668	128,247	(7,421)	0.0%
Investment Income	343,209	(27,194)	(3,021,247)	207,500	147,310	(60,190)	-29.0%
Miscellaneous	1,052,230	931,160	765,643	597,643	620,888	23,245	3.9%
Total Revenues	\$ 33,737,521	\$ 34,163,774	\$ 34,551,022	\$ 34,415,299	\$ 39,146,257	\$ 4,730,958	13.7%
Expenditures							
Personnel Services	\$ 17,905,714	\$ 19,432,484	\$ 18,486,083	\$ 19,839,842	\$ 21,749,536	\$ 1,909,694	9.6%
Supplies & Materials	905,114	1,029,647	1,229,141	1,367,075	1,408,471	41,396	3.0%
Other Services & Charges	4,870,281	5,571,791	5,575,536	6,091,009	6,605,367	514,358	8.4%
Capital Outlay	5,465,206	3,414,546	10,290,612	8,084,805	8,127,000	42,195	0.5%
Debt Service	2,580,486	7,572,030	2,458,731	2,213,715	2,225,422	11,707	0.5%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 31,726,802	\$ 37,020,498	\$ 38,040,103	\$ 37,596,446	\$ 40,115,796	\$ 2,519,350	6.7%
Other Financing Sources (Uses)							
Transfers In / Bond Prem./Proceeds	\$ 2,906,769	\$ 736,511	\$ 604,441	\$ 882,600	\$ 1,693,264	\$ 810,664	91.8%
Transfers Out	(1,040,075)	(429,002)	(31,436)	-	(1,428,264)	(1,428,264)	100.0%
Sale of Assets	5,096,604	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ 6,963,298	\$ 307,509	\$ 573,005	\$ 882,600	\$ 265,000	\$ (617,600)	-70.0%
Net Chg. in Fund Balance	8,974,017	(2,549,215)	(2,916,076)	(2,298,547)	(704,539)	1,594,008	
Beginning Fund Balance	-	8,974,017	6,424,802	2,465,432	166,885		
Ending Fund Balance	\$ 8,974,017	\$ 6,424,802	\$ 3,508,726	\$ 166,885	\$ (537,654)		

City of Roseville
Non Tax-Supported Funds Financial Summary
Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ 50,249	\$ 104,207	\$ 126,890	\$ 192,830	\$ 65,940	52.0%
Tax Increments	927,912	1,211,482	1,400,327	855,700	1,425,000	569,300	66.5%
Intergovernmental Revenue	383,462	1,702,800	188,402	87,500	181,370	93,870	107.3%
Licenses & Permits	2,274,467	2,057,819	1,893,467	2,054,870	1,557,350	(497,520)	-24.2%
Gambling Taxes	30,487	37,258	42,688	33,406	38,026	4,620	13.8%
Charges for Services	18,711,806	18,638,240	19,938,298	18,925,729	23,268,119	4,342,390	22.9%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	379,648	385,750	374,855	376,000	374,000	(2,000)	-0.5%
Rentals	-	-	-	-	-	-	0.0%
Donations	108,768	129,730	102,245	120,000	120,000	-	0.0%
Special Assessments	31,836	19,947	(1,112)	2,000	25,000	23,000	0.0%
Investment Income	146,363	(24,740)	(1,144,466)	88,500	88,100	(400)	-0.5%
Miscellaneous	93,602	118,777	135,898	105,000	118,000	13,000	12.4%
Total Revenues	\$ 23,088,351	\$ 24,327,312	\$ 23,034,809	\$ 23,295,225	\$ 27,387,795	\$ 4,612,200	19.8%
Expenditures							
Personnel Services	\$ 5,316,074	\$ 5,320,806	\$ 5,532,043	\$ 5,838,382	\$ 6,031,860	\$ 193,478	3.3%
Supplies & Materials	396,424	492,839	502,620	496,250	533,750	37,500	7.6%
Other Services & Charges	13,353,462	12,806,744	13,326,176	13,264,192	16,322,508	3,058,316	23.1%
Capital Outlay	3,959,848	4,780,689	3,236,179	2,765,650	3,939,500	1,173,850	42.4%
Debt Service	-	30,288	256,596	276,100	276,250	150	100.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 23,025,808	\$ 23,431,366	\$ 22,853,614	\$ 23,159,054	\$ 27,103,868	\$ 4,463,294	19.3%
Other Financing Sources (Uses)							
Transfers In / Bond Prem./Proceeds	\$ 360,287	\$ 690,219	\$ 36,615	\$ 589,500	\$ 733,100	\$ 143,600	100.0%
Transfers Out	(1,615,373)	(1,370,931)	(1,364,931)	(1,092,000)	(990,000)	(102,000)	9.3%
Sale of Assets	7,625	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (1,247,461)	\$ (680,712)	\$ (1,328,316)	\$ (502,500)	\$ (256,900)	\$ 41,600	-8.3%
Net Chg. in Fund Balance / Net Assets	(1,184,918)	215,234	(1,147,121)	(366,329)	27,027		
Beginning Fund Balance / Net Assets	-	(1,184,918)	(969,684)	(1,633,028)	(1,999,357)		
Ending Fund Balance / Net Assets	\$ (1,184,918)	\$ (969,684)	\$ (2,116,805)	\$ (1,999,357)	\$ (1,972,330)		

City of Roseville

General Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 13,805,081	\$ 14,439,519	\$ 14,710,409	\$ 16,214,872	\$ 19,007,568	\$ 2,792,696	17.2%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	1,279,443	1,743,180	2,103,619	1,807,000	1,860,585	53,585	3.0%
Licenses & Permits	403,456	433,526	366,465	469,000	418,002	(50,998)	-10.9%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	1,231,327	1,157,782	1,221,738	1,271,800	1,296,000	24,200	1.9%
Fines and Forfeits	56,929	62,025	87,068	72,500	60,000	(12,500)	-17.2%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	11,530	-	-	-	-	-	0.0%
Special Assessments	135	84	-	-	-	-	0.0%
Investment Income	78,691	(14,224)	(1,031,774)	40,000	40,000	-	0.0%
Miscellaneous	427,613	427,613	196,622	120,963	139,208	18,245	15.1%
Total Revenues	\$ 17,294,205	\$ 18,249,505	\$ 17,654,147	\$ 19,996,135	\$ 22,821,363	\$ 2,825,228	14.1%
Expenditures							
Personnel Services	\$ 12,917,597	\$ 13,974,021	\$ 15,256,706	\$ 16,153,377	\$ 17,955,006	\$ 1,801,629	11.2%
Supplies & Materials	666,851	716,634	897,345	969,450	991,070	21,620	2.2%
Other Services & Charges	2,924,392	3,071,790	3,097,799	3,590,408	4,691,807	1,101,399	30.7%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 16,508,840	\$ 17,762,445	\$ 19,251,850	\$ 20,713,235	\$ 23,637,883	\$ 2,924,648	14.1%
Other Financing Sources (Uses)							
Transfers In	\$ 2,158,801	\$ 418,988	\$ 241,227	\$ 497,100	\$ 816,520	\$ 319,420	64.3%
Transfers Out	(846,085)	(30,250)	(31,436)	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ 1,312,716	\$ 388,738	\$ 209,791	\$ 497,100	\$ 816,520	\$ 319,420	64.3%
Net Change in Fund Balance	2,098,081	875,798	(1,387,912)	(220,000)	-		
Beginning Fund Balance	7,170,199	9,268,280	10,144,078	8,756,166	8,536,166		
Ending Fund Balance	\$ 9,268,280	\$ 10,144,078	\$ 8,756,166	\$ 8,536,166	\$ 8,536,166		

City of Roseville

Recreation Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 1,440,289	\$ 1,451,761	\$ 1,569,427	\$ 1,617,535	\$ 1,766,950	\$ 149,415	9.2%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	1,048,033	2,079,957	2,506,942	2,486,910	2,725,591	238,681	9.6%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	8,629	(11,448)	(92,413)	15,000	15,000	-	0.0%
Miscellaneous	135	-	-	-	-	-	0.0%
Total Revenues	\$ 2,497,086	\$ 3,520,270	\$ 3,983,956	\$ 4,119,445	\$ 4,507,541	\$ 388,096	9.4%
Expenditures							
Personnel Services	\$ 1,985,478	\$ 2,167,907	\$ 2,305,283	\$ 2,579,135	\$ 2,685,310	\$ 106,175	4.1%
Supplies & Materials	83,844	155,767	167,485	205,050	227,901	22,851	11.1%
Other Services & Charges	749,166	962,637	1,435,164	1,336,760	1,595,860	259,100	19.4%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 2,818,489	\$ 3,286,311	\$ 3,907,932	\$ 4,120,945	\$ 4,509,071	\$ 388,126	9.4%
Other Financing Sources (Uses)							
Transfers In	\$ 235,798	\$ -	\$ -	\$ 1,500	\$ 1,530	\$ 30	100.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ 235,798	\$ -	\$ -	\$ 1,500	\$ 1,530	\$ 30	100.0%
Net Change in Fund Balance	(85,604)	233,959	76,024	-	-		
Beginning Fund Balance	922,580	836,976	1,070,935	1,146,959	1,146,959		
Ending Fund Balance	\$ 836,976	\$ 1,070,935	\$ 1,146,959	\$ 1,146,959	\$ 1,146,959		

City of Roseville

Park Maintenance Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 1,393,520	\$ 1,427,094	\$ 1,401,123	\$ 1,507,695	\$ 1,532,510	\$ 24,815	1.6%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	153	62	1,224	-	-	-	0.0%
Investment Income	3,574	(6,810)	(51,658)	-	-	-	0.0%
Miscellaneous	-	1,761	10,400	-	-	-	0.0%
Total Revenues	\$ 1,397,247	\$ 1,422,107	\$ 1,361,089	\$ 1,507,695	\$ 1,532,510	\$ 24,815	1.6%
Expenditures							
Personnel Services	\$ 925,540	\$ 943,113	\$ 924,094	\$ 1,100,420	\$ 1,102,310	\$ 1,890	0.2%
Supplies & Materials	119,794	130,907	151,941	162,575	159,500	(3,075)	-1.9%
Other Services & Charges	240,552	285,387	278,005	263,700	270,700	7,000	2.7%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 1,285,885	\$ 1,359,407	\$ 1,354,040	\$ 1,526,695	\$ 1,532,510	\$ 5,815	0.4%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ 19,000		\$ (19,000)	100.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ 19,000	\$ -	\$ (19,000)	100.0%
Net Change in Fund Balance	111,362	62,700	7,049	-	-		
Beginning Fund Balance	325,841	437,203	499,903	506,952	506,952		
Ending Fund Balance	\$ 437,203	\$ 499,903	\$ 506,952	\$ 506,952	\$ 506,952		

City of Roseville

Information Technology Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 149,725	\$ 150,746	\$ 146,770	\$ 110,677		\$ (110,677)	-100.0%
Tax Increments	-	-		-		-	0.0%
Intergovernmental Revenue	-	77,184	77,184	77,184	77,184	-	0.0%
Licenses & Permits	-	-		-		-	0.0%
Gambling Taxes	-	-		-		-	0.0%
Charges for Services	3,103,102	3,161,171		-		-	0.0%
Fines and Forfeits	-	-		-		-	0.0%
Cable Franchise Fees	-	-		-		-	0.0%
Rentals	-	-		-		-	0.0%
Donations	-	-		-		-	0.0%
Special Assessments	-	-		-		-	0.0%
Investment Income	30,031	(5,204)	(192,374)	2,000	2,000	-	0.0%
Miscellaneous	457,444	460,212	459,246	451,680	451,680	-	0.0%
Total Revenues	\$ 3,740,302	\$ 3,844,109	\$ 490,826	\$ 641,541	\$ 530,864	\$ (110,677)	-17.3%
Expenditures							
Personnel Services	\$ 2,069,127	\$ 2,339,669		\$ -		\$ -	0.0%
Supplies & Materials	4,031	1,797				-	0.0%
Other Services & Charges	914,171	1,218,212	723,343	857,141	-	(857,141)	-100.0%
Capital Outlay	69,415	41,680	5,151	49,400	-	(49,400)	-100.0%
Debt Service	-	-	-	-		-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 3,056,745	\$ 3,601,358	\$ 728,494	\$ 906,541	\$ -	\$ (906,541)	-100.0%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ 38,592	\$ 90,283	\$ 165,000	\$ 65,000	\$ (100,000)	0.0%
Transfers Out	(193,990)	(398,752)		-	(595,864)	(595,864)	100.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (193,990)	\$ (360,160)	\$ 90,283	\$ 165,000	\$ (530,864)	\$ (695,864)	0.0%
Net Change in Fund Balance	489,567	(117,409)	(147,385)	(100,000)	-		
Beginning Fund Balance	-	1,130,244	1,012,835	865,450	765,450		
transfer to Metro Inet							
Ending Fund Balance	\$ 1,130,244	\$ 1,012,835	\$ 865,450	\$ 765,450	\$ 765,450		

City of Roseville

Streetscape Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 59,890	\$ 60,298	\$ 58,708	\$ 60,000	\$ 60,000	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	2,311	(2,076)	(14,952)	2,000	2,000	-	0.0%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 62,201	\$ 58,222	\$ 43,756	\$ 62,000	\$ 62,000	\$ -	0.0%
Expenditures							
Personnel Services	\$ 7,972	\$ 7,774	\$ -	\$ 6,910	\$ 6,910	\$ -	0.0%
Supplies & Materials	30,594	24,542	12,370	30,000	30,000	-	0.0%
Other Services & Charges	42,000	33,765	41,225	43,000	47,000	4,000	9.3%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 80,566	\$ 66,081	\$ 53,595	\$ 79,910	\$ 83,910	\$ 4,000	5.0%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	(18,365)	(7,859)	(9,839)	(17,910)	(21,910)		
Beginning Fund Balance	212,721	194,356	186,497	176,658	158,748		
Ending Fund Balance	\$ 194,356	\$ 186,497	\$ 176,658	\$ 158,748	\$ 136,838		

City of Roseville

Debt Service Funds Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 2,205,948	\$ 2,224,959	\$ 2,191,028	\$ 2,213,715	\$ 2,225,422	\$ 11,707	0.5%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	35,150	34,564	31,002	-	-	-	0.0%
Investment Income	32,222	(15,790)	(195,297)	-	-	-	0.0%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 2,273,320	\$ 2,243,733	\$ 2,026,733	\$ 2,213,715	\$ 2,225,422	\$ 11,707	0.5%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Other Services & Charges	-	-	-	-	-	-	0.0%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	2,580,486	7,572,030	2,458,731	2,213,715	2,225,422	11,707	0.5%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 2,580,486	\$ 7,572,030	\$ 2,458,731	\$ 2,213,715	\$ 2,225,422	\$ 11,707	0.5%
Other Financing Sources (Uses)							
Transfers In / Bond Premium	\$ 253,156	\$ 278,931	\$ 272,931	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Debt Issuance / Other	5,096,604	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ 5,349,760	\$ 278,931	\$ 272,931	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	5,042,594	(5,049,366)	(159,067)	-	-		
Beginning Fund Balance	2,390,172	7,432,766	2,383,400	2,224,333	2,224,333		
Ending Fund Balance	\$ 7,432,766	\$ 2,383,400	\$ 2,224,333	\$ 2,224,333	\$ 2,224,333		

City of Roseville
Vehicle & Equipment Funds Financial Summary
Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 1,190,812	\$ 1,198,934	\$ 1,372,788	\$ 1,603,000	\$ 1,168,000	\$ (435,000)	-27.1%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	39,125	-	-	1,000,000	1,000,000	100.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	9,000	9,000	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	25,623	(23,310)	(190,211)	15,000	23,334	8,334	0.0%
Miscellaneous	161,465	38,879	89,675	25,000	30,000	5,000	100.0%
Total Revenues	\$ 1,377,900	\$ 1,253,628	\$ 1,272,252	\$ 1,643,000	\$ 2,230,334	\$ 587,334	35.7%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Other Services & Charges	-	-	-	-	-	-	0.0%
Capital Outlay	2,845,288	885,230	993,418	1,988,700	1,658,800	(329,900)	-16.6%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 2,845,288	\$ 885,230	\$ 993,418	\$ 1,988,700	\$ 1,658,800	\$ (329,900)	-16.6%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ 200,000	\$ 510,214	\$ 310,214	100.0%
Transfers Out	-	-	-	-	(832,400)	(832,400)	-100.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ 200,000	\$ (322,186)	\$ (522,186)	100.0%
Net Change in Fund Balance	(1,467,388)	368,398	278,834	(145,700)	249,348		
Beginning Fund Balance	3,013,136	1,545,748	1,914,146	2,192,980	2,047,280		
Ending Fund Balance	\$ 1,545,748	\$ 1,914,146	\$ 2,192,980	\$ 2,047,280	\$ 2,296,628		

City of RosevilleBuilding Replacement Fund Financial Summary
(fund 410 & 415)**Attachment 3**

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 774,577	\$ 779,860	\$ 759,289	\$ 776,000	\$ 651,000	\$ (125,000)	-16.1%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	77,800	-	3,233,022	-	756,000	756,000	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	26,440	96,816	(427,964)	3,000	3,000	-	0.0%
Miscellaneous	-	-	700	-	-	-	0.0%
Total Revenues	\$ 878,817	\$ 876,676	\$ 3,565,047	\$ 779,000	\$ 1,410,000	\$ 631,000	81.0%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Other Services & Charges	-	-	-	-	-	-	0.0%
Capital Outlay	110,150	172,486	3,824,750	1,268,400	1,842,900	574,500	45.3%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 110,150	\$ 172,486	\$ 3,824,750	\$ 1,268,400	\$ 1,842,900	\$ 574,500	45.3%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	768,667	704,190	(259,703)	(489,400)	(432,900)		
Beginning Fund Balance	1,724,603	2,493,270	3,197,460	2,937,757	2,448,357		
Ending Fund Balance	\$ 2,493,270	\$ 3,197,460	\$ 2,937,757	\$ 2,448,357	\$ 2,015,457		

City of Roseville

Pathway Maintenance Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 244,551	\$ 246,219	\$ 249,509	\$ 255,000	\$ 255,000	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	14	(686)	(11,921)	-	2,036	2,036	100.0%
Miscellaneous	338	-	-	-	-	-	0.0%
Total Revenues	\$ 244,903	\$ 245,533	\$ 237,588	\$ 255,000	\$ 257,036	\$ 2,036	0.8%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Other Services & Charges	-	-	-	-	-	-	0.0%
Capital Outlay	381,620	127,878	171,569	200,000	233,800	33,800	16.9%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 381,620	\$ 127,878	\$ 171,569	\$ 200,000	\$ 233,800	\$ 33,800	16.9%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	(136,717)	117,655	66,019	55,000	23,236		
Beginning Fund Balance	84,775	(51,942)	65,713	131,732	186,732		
Ending Fund Balance	\$ (51,942)	\$ 65,713	\$ 131,732	\$ 186,732	\$ 209,968		

City of Roseville

Street Lighting Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 20,962	\$ 21,104	\$ 20,548	\$ 21,000	\$ 21,000	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	18,543	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	1,358	(1,284)	(10,430)	500	500	-	0.0%
Miscellaneous	5,235	2,695	-	-	-	-	0.0%
Total Revenues	\$ 27,555	\$ 41,058	\$ 10,118	\$ 21,500	\$ 21,500	\$ -	0.0%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Other Services & Charges	-	-	-	-	-	-	0.0%
Capital Outlay	-	35,576	-	45,000	52,500	7,500	16.7%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ -	\$ 35,576	\$ -	\$ 45,000	\$ 52,500	\$ 7,500	16.7%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000	100.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000	100.0%
Net Change in Fund Balance	27,555	5,482	10,118	(23,500)	269,000		
Beginning Fund Balance	96,262	123,817	129,299	139,417	115,917		
Ending Fund Balance	\$ 123,817	\$ 129,299	\$ 139,417	\$ 115,917	\$ 384,917		

City of Roseville

Park Improvement Program Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 783,561	\$ 788,905	\$ 768,095	\$ 785,000	\$ 785,000	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	75,000	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	21,992	(29,675)	(221,637)	5,000	5,000	-	0.0%
Miscellaneous	-	-	9,000	-	-	-	0.0%
Total Revenues	\$ 805,553	\$ 759,230	\$ 630,458	\$ 790,000	\$ 790,000	\$ -	0.0%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Other Services & Charges	-	-	-	-	-	-	0.0%
Capital Outlay	86,490	118,988	726,700	1,442,000	1,434,000	(8,000)	-0.6%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 86,490	\$ 118,988	\$ 726,700	\$ 1,442,000	\$ 1,434,000	\$ (8,000)	-0.6%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	719,063	640,242	(96,242)	(652,000)	(644,000)		
Beginning Fund Balance	1,425,138	2,144,201	2,784,443	2,688,201	2,036,201		
Ending Fund Balance	\$ 2,144,201	\$ 2,784,443	\$ 2,688,201	\$ 2,036,201	\$ 1,392,201		

City of Roseville

Street Infrastructure Replacement Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 818,496	\$ 1,075,323	\$ 1,095,881	\$ 1,120,000	\$ 1,120,000	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	2,037,339	485,905	2,546,616	1,005,600	1,455,000	449,400	44.7%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	170,273	101,978	213,171	135,668	128,247	(7,421)	100.0%
Investment Income	112,324	(13,503)	(580,616)	125,000	54,440	(70,560)	-56.4%
Miscellaneous / Developer Fee	-	-	-	-	-	-	0.0%
Total Revenues	\$ 3,138,432	\$ 1,649,703	\$ 3,275,052	\$ 2,386,268	\$ 2,757,687	\$ 371,419	15.6%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Other Services & Charges	-	-	-	-	-	-	0.0%
Capital Outlay	1,972,243	2,032,708	4,569,024	3,091,305	2,905,000	(186,305)	-6.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 1,972,243	\$ 2,032,708	\$ 4,569,024	\$ 3,091,305	\$ 2,905,000	\$ (186,305)	-6.0%
Other Financing Sources (Uses)							
Transfers In	\$ 259,014	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ 259,014	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	1,425,203	(383,005)	(1,293,972)	(705,037)	(147,313)		
Beginning Fund Balance	4,960,459	6,385,662	6,002,657	4,708,685	4,003,648		
Ending Fund Balance	\$ 6,385,662	\$ 6,002,657	\$ 4,708,685	\$ 4,003,648	\$ 3,856,335		

City of Roseville

Community Development Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	2,177,037	1,946,888	1,726,677	1,918,420	1,420,900	(497,520)	-25.9%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	64,201	49,705	54,715	55,000	42,500	(12,500)	-22.7%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	120	-	-	-	-	-	0.0%
Investment Income	65,930	(5,912)	(419,602)	25,000	25,000	-	0.0%
Miscellaneous	380	2,790	5,595	-	-	-	0.0%
Total Revenues	\$ 2,307,668	\$ 1,993,471	\$ 1,367,385	\$ 1,998,420	\$ 1,488,400	\$ (510,020)	-25.5%
Expenditures							
Personnel Services	\$ 1,371,696	\$ 1,350,585	\$ 1,324,497	\$ 1,436,509	\$ 1,481,887	\$ 45,378	3.2%
Supplies & Materials	8,362	8,705	8,992	12,700	11,150	(1,550)	-12.2%
Other Services & Charges	294,299	295,145	353,332	361,270	352,780	(8,490)	-2.4%
Capital Outlay	27,873	-	-	1,150	68,000	66,850	5813.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 1,702,230	\$ 1,654,435	\$ 1,686,821	\$ 1,811,629	\$ 1,913,817	\$ 102,188	5.6%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	605,438	339,036	(319,436)	187,941	(425,417)		
Beginning Fund Balance	3,502,984	4,108,422	4,447,458	4,128,022	4,315,963		
Ending Fund Balance	\$ 4,108,422	\$ 4,447,458	\$ 4,128,022	\$ 4,315,963	\$ 3,890,546		

City of Roseville

Communications Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ 50,249	\$ 104,207	\$ 126,890	\$ 192,830	\$ 65,940	52.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	27,940	23,083	46,000	46,000	47,000	1,000	100.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	379,648	385,750	374,855	376,000	374,000	(2,000)	-0.5%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	449	196	(66)	500	100	(400)	-80.0%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 408,037	\$ 459,278	\$ 524,996	\$ 549,390	\$ 613,930	\$ 64,540	11.7%
Expenditures							
Personnel Services	\$ 243,531	\$ 274,968	\$ 280,176	\$ 340,020	\$ 364,810	\$ 24,790	7.3%
Supplies & Materials	316	2,595	1,086	1,000	1,000	-	0.0%
Other Services & Charges	199,434	212,180	251,101	234,370	248,120	13,750	5.9%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 443,281	\$ 489,743	\$ 532,363	\$ 575,390	\$ 613,930	\$ 38,540	6.7%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ 31,436	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ 31,436	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	(35,244)	(30,465)	24,069	(26,000)	-		
Beginning Fund Balance	160,316	125,072	94,607	118,676	92,676		
Ending Fund Balance	\$ 125,072	\$ 94,607	\$ 118,676	\$ 92,676	\$ 92,676		

City of Roseville

License Center Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	1,372,500	1,548,412	2,035,841	2,100,000	2,500,000	400,000	19.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	370	3,518	(5,665)	1,000	1,000	-	0.0%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 1,372,870	\$ 1,551,930	\$ 2,030,176	\$ 2,101,000	\$ 2,501,000	\$ 400,000	19.0%
Expenditures							
Personnel Services	\$ 1,496,091	\$ 1,572,764	\$ 1,584,536	\$ 1,683,210	\$ 1,702,890	\$ 19,680	1.2%
Supplies & Materials	19,571	25,717	30,212	29,000	35,500	6,500	22.4%
Other Services & Charges	149,672	167,799	46,571	180,620	195,826	15,206	8.4%
Capital Outlay	94,042	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 1,759,376	\$ 1,766,280	\$ 1,661,319	\$ 1,892,830	\$ 1,934,216	\$ 41,386	2.2%
Other Financing Sources (Uses)							
Transfers In	\$ 354,958	\$ 688,000	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	(302,000)	(302,000)	(302,000)	(302,000)	(200,000)	102,000	-33.8%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ 52,958	\$ 386,000	\$ (302,000)	\$ (302,000)	\$ (200,000)	\$ 102,000	-33.8%
Net Change in Fund Balance	(333,548)	171,650	66,857	(93,830)	366,784		
Beginning Fund Balance	527,573	194,025	365,675	432,532	338,702		
Ending Fund Balance	\$ 194,025	\$ 365,675	\$ 432,532	\$ 338,702	\$ 705,486		

City of Roseville

Engineering Services Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	97,430	110,931	166,790	136,450	136,450	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	37,991	100,279	66,291	30,000	40,000	10,000	33.3%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	16,588	(13,862)	(72,836)	10,000	10,000	-	0.0%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 152,009	\$ 197,348	\$ 160,245	\$ 176,450	\$ 186,450	\$ 10,000	5.7%
Expenditures							
Personnel Services	\$ 244,608	\$ 230,903	\$ 241,730	\$ 255,150	\$ 265,720	\$ 10,570	4.1%
Supplies & Materials	167	1,791	144	2,700	1,000	(1,700)	-63.0%
Other Services & Charges	51,041	43,673	140,336	73,000	34,210	(38,790)	-53.1%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 295,816	\$ 276,367	\$ 382,210	\$ 330,850	\$ 300,930	\$ (29,920)	-9.0%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	(143,807)	(79,019)	(221,965)	(154,400)	(114,480)		
Beginning Fund Balance	760,932	617,125	538,106	316,141	161,741		
Ending Fund Balance	\$ 617,125	\$ 538,106	\$ 316,141	\$ 161,741	\$ 47,261		

City of Roseville

Lawful Gambling Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	30,487	37,258	42,688	33,406	38,026	4,620	13.8%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	108,768	129,730	102,245	120,000	120,000	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	1,092	172	(946)	-	-	-	0.0%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 140,347	\$ 167,160	\$ 143,987	\$ 153,406	\$ 158,026	\$ 4,620	3.0%
Expenditures							
Personnel Services	\$ 31,327	\$ 36,045	\$ 36,755	\$ 33,406	\$ 36,736	\$ 3,330	10.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Other Services & Charges	225,575	141,000	111,000	120,000	120,000	-	0.0%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 256,902	\$ 177,045	\$ 147,755	\$ 153,406	\$ 156,736	\$ 3,330	2.2%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	(116,555)	(9,885)	(3,768)	-	1,290		
Beginning Fund Balance	128,918	12,363	2,478	(1,290)	(1,290)		
Ending Fund Balance	\$ 12,363	\$ 2,478	\$ (1,290)	\$ (1,290)	\$ -		

City of Roseville

Water Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	(5,736)	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	6,961,956	7,239,868	7,979,421	7,308,000	9,000,000	1,692,000	23.2%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	23,000	23,000	100.0%
Investment Income	-	(159)	12,573	-	-	-	0.0%
Miscellaneous	38,532	6,255	11,275	22,000	22,000	-	100.0%
Total Revenues	\$ 7,000,488	\$ 7,245,964	\$ 7,997,533	\$ 7,330,000	\$ 9,045,000	\$ 1,715,000	23.4%
Expenditures							
Personnel Services	\$ 618,539	\$ 575,180	\$ 707,241	\$ 735,580	\$ 764,300	\$ 28,720	3.9%
Supplies & Materials	215,868	269,695	276,277	233,500	276,000	42,500	18.2%
Other Services & Charges *	5,355,082	6,144,073	6,408,495	5,795,005	7,462,061	1,667,056	28.8%
Capital Outlay	683,309	1,273,858	1,170,739	505,000	1,019,000	514,000	101.8%
Debt Service	-	30,288	256,596	276,100	276,250	150	100.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 6,872,798	\$ 8,293,094	\$ 8,819,348	\$ 7,545,185	\$ 9,797,611	\$ 2,252,426	29.9%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ 500,000	\$ 638,600	\$ 138,600	100.0%
Transfers Out	(385,000)	(385,000)	(385,000)	(385,000)	(385,000)	-	0.0%
Bond Issuance Costs	(35,637)	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (420,637)	\$ (385,000)	\$ (385,000)	\$ 115,000	\$ 253,600	\$ 138,600	120.5%
Net Change in Assets	(292,947)	(1,432,130)	(1,206,815)	(100,185)	(499,011)		
Beginning Net Assets-Unrestricted	794,533	501,586	(930,544)	891,181	790,996		
Ending Net Assets-Unrestricted	\$ 501,586	\$ (930,544)	\$ 891,181	\$ 790,996	\$ 291,985		

City of Roseville

Sewer Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	118,377	274,096	5,270	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	5,689,808	6,042,776	6,287,511	6,000,000	6,500,000	500,000	8.3%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	29,024	18,047	(2,842)	-	-	-	0.0%
Investment Income	6,591	(5,048)	(160,170)	-	-	-	0.0%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 5,843,800	\$ 6,329,871	\$ 6,129,769	\$ 6,000,000	\$ 6,500,000	\$ 500,000	8.3%
Expenditures							
Personnel Services	\$ 545,260	\$ 512,436	\$ 484,353	\$ 417,230	\$ 438,140	\$ 20,910	5.0%
Supplies & Materials	28,133	36,882	44,086	48,700	51,700	3,000	6.2%
Other Services & Charges *	3,857,363	3,702,118	3,664,339	3,873,169	4,367,741	494,572	12.8%
Capital Outlay	1,763,715	2,392,046	1,197,819	800,000	1,159,000	359,000	44.9%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 6,194,471	\$ 6,643,482	\$ 5,390,597	\$ 5,139,099	\$ 6,016,581	\$ 877,482	17.1%
Other Financing Sources (Uses)							
Transfers In / Capital Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	(285,000)	(285,000)	(285,000)	(285,000)	(285,000)	-	0.0%
Sale of Assets	404	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (284,596)	\$ (285,000)	\$ (285,000)	\$ (285,000)	\$ (285,000)	\$ -	0.0%
Net Change in Assets	(635,267)	(598,611)	454,172	575,901	198,419		
Beginning Net Assets-Unrestricted	1,046,300	865,153	1,455,403	1,346,173	1,922,074		
Ending Net Assets-Unrestricted	\$ 865,153	\$ 1,455,403	\$ 1,455,403	\$ 1,922,074	\$ 2,120,493		

City of Roseville

Stormwater Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	128,125	1,241,191	98,211	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	3,652,479	2,503,754	2,224,606	2,175,929	3,815,593	1,639,664	75.4%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	2,692	1,900	1,730	2,000	2,000	-	100.0%
Investment Income	7,306	553	(103,498)	2,000	2,000	-	0.0%
Miscellaneous	7,565	1,551	37,340	-	-	-	0.0%
Total Revenues	\$ 3,798,167	\$ 3,748,949	\$ 2,258,389	\$ 2,179,929	\$ 3,819,593	\$ 1,639,664	75.2%
Expenditures							
Personnel Services	\$ 432,616	\$ 433,789	\$ 520,333	\$ 510,200	\$ 536,190	\$ 25,990	5.1%
Supplies & Materials	96,112	78,438	65,859	102,500	76,500	(26,000)	-25.4%
Other Services & Charges	761,934	793,564	829,180	751,000	976,830	225,830	30.1%
Capital Outlay	1,233,291	1,114,785	867,621	1,370,000	1,599,000	229,000	16.7%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 2,523,953	\$ 2,420,576	\$ 2,282,993	\$ 2,733,700	\$ 3,188,520	\$ 454,820	16.6%
Other Financing Sources (Uses)							
Transfers In / Capital Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	-	0.0%
Sale of Assets	6,871	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (93,129)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ -	0.0%
Net Change in Assets	1,181,085	1,228,373	(124,604)	(653,771)	531,073		
Beginning Net Assets-Unrestricted	733,539	1,914,624	1,362,499	1,237,895	584,124		
Ending Net Assets-Unrestricted	\$ 1,914,624	\$ 1,362,499	\$ 1,237,895	\$ 584,124	\$ 1,115,197		

City of Roseville

Recycling Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	136,960	87,513	90,657	87,500	181,370	93,870	107.3%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	583,147	765,139	861,343	868,000	960,638	92,638	10.7%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	449	(2,729)	-	-	-	-	0.0%
Miscellaneous	875	-	-	-	-	-	0.0%
Total Revenues	\$ 721,431	\$ 849,923	\$ 952,000	\$ 955,500	\$ 1,142,008	\$ 186,508	19.5%
Expenditures							
Personnel Services	\$ 34,133	\$ 33,603	\$ 43,273	\$ 84,237	\$ 84,937	\$ 700	0.8%
Supplies & Materials	2,250	-	1,284	2,250	5,000	2,750	100.0%
Other Services & Charges	582,098	532,825	862,552	880,938	998,430	117,492	13.3%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 618,481	\$ 566,428	\$ 907,109	\$ 967,425	\$ 1,088,367	\$ 120,942	12.5%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ -	0.0%
Net Change in Assets	82,950	263,495	24,891	(31,925)	33,641	65,566	
Beginning Net Assets-Unrestricted	24,236	107,186	370,681	395,572	363,647		
Ending Net Assets-Unrestricted	\$ 107,186	\$ 370,681	\$ 395,572	\$ 363,647	\$ 397,288		

City of Roseville

Golf Course Fund Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	321,784	365,224	382,570	342,800	362,388	19,588	5.7%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	1,055	(621)	(7,482)	-	-	-	0.0%
Miscellaneous	46,250	108,181	81,688	83,000	96,000	13,000	15.7%
Total Revenues	\$ 369,089	\$ 472,784	\$ 456,776	\$ 425,800	\$ 458,388	\$ 32,588	7.7%
Expenditures							
Personnel Services	\$ 298,273	\$ 300,533	\$ 309,149	\$ 342,840	\$ 356,250	\$ 13,410	3.9%
Supplies & Materials	25,645	69,016	74,680	63,900	75,900	12,000	18.8%
Other Services & Charges	162,357	150,587	148,391	89,120	91,510	2,390	2.7%
Capital Outlay	157,618	-	-	89,500	94,500	5,000	100.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 643,893	\$ 520,136	\$ 532,220	\$ 585,360	\$ 618,160	\$ 32,800	5.6%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ 5,179	\$ 89,500	\$ 94,500	\$ 5,000	100.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	350	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ 350	\$ -	\$ 5,179	\$ 89,500	\$ 94,500	\$ 5,000	100.0%
Net Change in Assets	(116,836)	(47,352)	(75,444)	(70,060)	(65,272)	\$ 4,788	
Beginning Net Assets-Unrestricted	(134,472)	(162,111)	(120,446)	(106,045)	(176,105)		
Ending Net Assets-Unrestricted	\$ (162,111)	\$ (120,446)	\$ (106,045)	\$ (176,105)	\$ (241,377)		

City of Roseville

Tax Increment Financing Funds Financial Summary

Attachment 3

8/8/2023

	2020	2021	2022	2023	2024	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	927,912	1,211,482	1,400,327	855,700	1,425,000	569,300	66.5%
Intergovernmental Revenue	-	100,000	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Gambling Taxes	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Rentals	-	-	-	-	-	-	0.0%
Donations	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	45,477	(848)	(386,774)	50,000	50,000	-	0.0%
Miscellaneous / Developer Fee	-	-	-	-	-	-	0.0%
Total Revenues	\$ 973,389	\$ 1,310,634	\$ 1,013,553	\$ 905,700	\$ 1,475,000	\$ 569,300	62.9%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Other Services & Charges	1,702,478	623,780	510,879	905,700	1,475,000	569,300	62.9%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 1,702,478	\$ 623,780	\$ 510,879	\$ 905,700	\$ 1,475,000	\$ 569,300	62.9%
Other Financing Sources (Uses)							
Transfers In	\$ 5,329	\$ 2,219	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	(523,373)	(278,931)	(272,931)	-	-	-	0.0%
Sale of Assets / Bonds	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (518,044)	\$ (276,712)	\$ (272,931)	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	(1,247,133)	410,142	229,743	-	-		
Beginning Fund Balance	4,611,087	3,363,954	3,774,096	4,003,839	4,003,839		
Ending Fund Balance	\$ 3,363,954	\$ 3,774,096	\$ 4,003,839	\$ 4,003,839	\$ 4,003,839		

City of Roseville
Budget Summary by Function

Attachment 4

8/1/2023

	2020 <u>Actual</u>	2021 <u>Actual</u>	2022 <u>Actual</u>	2023 <u>Budget</u>	2024 <u>Budget</u>	<u>\$\$</u> <u>Increase</u>	<u>%</u> <u>Incr.</u>
City Council	\$ 222,987	\$ 315,348	\$ 284,981	\$ 289,240	\$ 325,187	\$ 35,947	12.4%
Administration	926,178	1,074,122	1,136,946	1,457,559	2,241,270	783,711	53.8%
Elections	75,517	104,326	101,989	102,126	105,160	3,034	3.0%
Legal	370,276	381,199	381,889	395,238	385,000	(10,238)	-2.6%
Finance Department	664,097	706,021	727,287	825,110	877,192	52,082	6.3%
Central Services	42,682	38,306	39,671	53,500	53,500	-	0.0%
General Insurance	70,000	70,000	70,000	70,000	70,000	-	0.0%
Contingency	-	-	-	-	500,000	500,000	0.0%
General Government	\$ 2,371,737	\$ 2,689,322	\$ 2,742,763	\$ 3,192,773	\$ 4,557,309	\$ 1,364,536	42.7%
Police Administration	1,156,377	1,011,388	1,145,332	1,435,510	1,545,435	109,925	7.7%
Police Patrol Operations	6,241,444	6,880,652	7,749,345	7,316,650	7,941,604	624,954	8.5%
Police Investigations	517,189	487,666	411,480	1,392,100	1,480,450	88,350	6.3%
Community Services	168,908	112,323	140,464	173,275	254,435	81,160	46.8%
Police	\$ 8,083,918	\$ 8,492,029	\$ 9,446,621	\$ 10,317,535	\$ 11,221,924	\$ 904,389	8.8%
Fire Administration	485,664	533,692	501,188	504,490	528,630	24,140	4.8%
Fire Fighting	2,291,141	2,982,035	3,303,063	3,433,649	3,860,762	427,113	12.4%
Fire Emergency Management	54,829	1,953	-	6,200	19,500	13,300	214.5%
Fire Training	29,286	40,194	34,035	36,000	39,000	3,000	8.3%
Fire	\$ 2,860,920	\$ 3,557,874	\$ 3,838,286	\$ 3,980,339	\$ 4,447,892	\$ 467,553	11.7%
Fire Relief Association	250,948	264,259	48,815	46,500	46,500	-	0.0%
Fire Relief	\$ 250,948	\$ 264,259	\$ 48,815	\$ 46,500	\$ 46,500	\$ -	0.0%
Public Works Administration	943,225	987,206	981,024	1,091,993	1,168,753	76,760	7.0%
Street Department	1,216,819	963,573	1,214,460	1,241,625	1,278,550	36,925	3.0%
Street Lighting	170,913	183,892	210,871	190,000	225,000	35,000	18.4%
Building Maintenance	359,346	387,980	520,069	424,950	453,215	28,265	6.7%
Central Garage	251,014	232,994	248,941	227,520	238,740	11,220	4.9%
Public Works	\$ 2,941,317	\$ 2,755,645	\$ 3,175,365	\$ 3,176,088	\$ 3,364,258	\$ 188,170	5.9%
General Fund	\$ 16,508,840	\$ 17,759,129	\$ 19,251,850	\$ 20,713,235	\$ 23,637,883	\$ 2,924,648	14.1%
Parks & Recreation Administration	607,601	707,423	699,157	695,465	746,553	51,088	7.3%
Recreation Fee Activities	1,009,376	1,273,839	1,484,585	1,708,740	1,804,923	96,183	5.6%
Recreation Non-fee Activities	34,824	53,279	134,261	196,820	230,295	33,475	17.0%
Recreation Nature Center	48,830	58,222	75,724	74,740	93,400	18,660	25.0%
Recreation Activity Center	93,934	6,339	108,576	121,380	141,430	20,050	16.5%
Skating Center	1,023,923	1,187,209	1,405,629	1,323,800	1,492,470	168,670	12.7%
Parks & Recreation Fund	\$ 2,818,488	\$ 3,286,311	\$ 3,907,932	\$ 4,120,945	\$ 4,509,071	\$ 388,126	9.4%
Planning	534,716	609,646	597,401	684,577	679,507	(5,070)	-0.7%
GIS	24,181	25,735	38,580	40,580	42,120	1,540	3.8%
Code Enforcement	985,682	830,700	842,048	933,863	1,037,100	103,237	11.1%
Neighborhood Enhancement	107,349	124,242	36,532	41,062	40,580	(482)	-1.2%
Nuisance Code Enforcement			171,140	111,547	114,510	2,963	2.7%
Community Development Fund	\$ 1,651,928	\$ 1,590,323	\$ 1,685,701	\$ 1,811,629	\$ 1,913,817	\$ 102,188	5.6%
Information Technology	2,628,566	3,136,644	728,494	857,141	1,428,264	571,123	66.6%
Communications	443,279	489,743	532,363	575,390	613,930	38,540	6.7%
License Center	2,057,712	2,068,280	1,963,319	2,194,830	2,134,216	(60,614)	-2.8%
Engineering Services	295,816	276,367	382,210	330,850	300,930	(29,920)	-9.0%
Lawful Gambling	256,902	177,045	147,755	153,406	156,736	3,330	2.2%
EDA	441,951	386,534	645,434	519,630	486,360	(33,270)	-6.4%

City of Roseville
Budget Summary by Function

Attachment 4

8/1/2023

	2020 <u>Actual</u>	2021 <u>Actual</u>	2022 <u>Actual</u>	2023 <u>Budget</u>	2024 <u>Budget</u>	<u>\$\$</u> <u>Increase</u>	<u>%</u> <u>Incr.</u>
Parks Maintenance	1,285,886	1,359,407	1,354,040	1,526,695	1,532,510	5,815	0.4%
Special Purpose Operating Funds	\$ 7,410,112	\$ 7,894,020	\$ 5,753,615	\$ 6,157,942	\$ 6,652,946	\$ 495,004	8.0%
Vehicle & Equipment Replacement	2,845,288	2,845,288	993,418	2,042,500	1,658,800	(383,700)	-18.8%
Building Replacement	110,150	172,486	3,824,750	1,268,400	1,842,900	574,500	45.3%
Park Improvements	86,490	118,988	726,700	1,442,000	1,434,000	(8,000)	-0.6%
Pathway Maintenance	381,620	127,878	171,569	200,000	233,800	33,800	16.9%
Street Light Replacement	-	35,575	-	45,000	52,500	7,500	16.7%
Boulevard Landscaping	80,566	66,081	53,595	79,910	83,910	4,000	5.0%
Capital Replacement Funds	\$ 3,504,114	\$ 3,366,296	\$ 5,770,032	\$ 5,077,810	\$ 5,305,910	\$ 228,100	4.5%
Special Assessment Construction	1,972,243	2,029,489	4,569,024	3,091,305	2,905,000	(186,305)	-6.0%
MSA Construction	-	-	-	-	-	-	0.0%
Capital Improvement Funds	\$ 1,972,243	\$ 2,029,489	\$ 4,569,024	\$ 3,091,305	\$ 2,905,000	\$ (186,305)	-6.0%
G.O. Facility Bonds	765,000	-	-	-	-	-	0.0%
2011 Bonds	835,000	-	-	-	-	-	0.0%
2012 Bonds	1,375,000	1,442,385	1,352,275	1,442,385	1,447,057	4,672	0.3%
2020 Bonds	-	-	724,625	771,330	778,365	7,035	0.9%
Debt Service Funds	\$ 2,975,000	\$ 1,442,385	\$ 2,076,900	\$ 2,213,715	\$ 2,225,422	\$ 11,707	0.5%
TIF District Funds	\$ 1,964,632	\$ 1,211,482	\$ 783,810	\$ 905,700	\$ 1,475,000	\$ 569,300	62.9%
Sanitary Sewer	6,479,471	6,224,610	5,675,597	5,424,099	6,301,581	877,482	16.2%
Water	7,248,435	8,678,094	9,204,348	7,930,185	10,182,611	2,252,426	28.4%
Stormwater	2,623,953	2,520,577	2,927,870	2,833,700	3,288,520	454,820	16.1%
Solid Waste Recycling	638,481	586,428	927,109	987,425	1,108,367	120,942	12.2%
Golf Course	643,893	515,077	532,220	585,360	618,160	32,800	5.6%
Enterprise Funds	\$ 17,634,233	\$ 18,524,786	\$ 19,267,144	\$ 17,760,769	\$ 21,499,239	\$ 3,738,470	21.0%
Safety & Loss Control	12,129	-	-	-	-	-	0.0%
Other Funds	\$ 12,129	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%

Total Budget by Funding Source

Total Budget: Tax-Supported	\$ 31,693,137	\$ 32,379,661	\$ 37,658,272	\$ 37,600,846	\$ 41,544,060	3,885,788	10.3%
Total Budget: Fee-Supported	24,316,631	24,338,026	25,407,736	24,252,204	28,580,228	3,172,492	13.1%
	\$ 56,009,768	\$ 56,717,687	\$ 63,066,008	\$ 61,853,050	\$ 70,124,288	\$ 7,058,280	11.4%

Total Budget by Major Category

Personnel Services	\$ 23,139,313	\$ 24,534,491	\$ 24,223,408	\$ 25,876,304	\$ 27,985,716	2,109,412	8.2%
Supplies & Materials	1,303,001	1,504,113	1,733,051	1,863,325	1,942,221	78,896	4.2%
Other Services & Charges	22,534,584	22,228,518	23,037,881	23,258,566	28,129,851	4,871,285	20.9%
Capital Outlay: Budgets	4,131,133	5,127,825	3,786,207	2,765,650	3,939,500	1,173,850	42.4%
Capital Outlay: CIP Only	5,395,791	5,329,704	10,285,461	8,089,205	8,127,000	37,795	0.5%
City only expenses	\$ 56,503,822	\$ 58,724,652	\$ 63,066,008	\$ 61,853,050	\$ 70,124,288	\$ 8,271,238	13.4%

City of Roseville

Budget Detail by Function: Tax Supported Programs

Attachment 4

8/1/2023

	2020 <u>Actual</u>	2021 <u>Actual</u>	2022 <u>Actual</u>	2023 <u>Budget</u>	2024 <u>Budget</u>	<u>\$\$</u> <u>Increase</u>	<u>%</u> <u>Incr.</u>
City Council							
Personnel Services	\$ 44,122	\$ 44,632	41,372	49,220	49,220	\$ -	0.0%
Supplies & Materials	-	-			100	100	0.0%
Other Services & Charges	178,865	270,716	243,609	240,020	275,867	35,847	14.9%
	\$ 222,987	\$ 315,348	\$ 284,981	\$ 289,240	\$ 325,187	\$ 35,947	12.4%
Administration							
Personnel Services	\$ 782,397	\$ 855,112	\$ 927,962	\$ 962,135	\$ 1,022,190	\$ 60,055	6.2%
Supplies & Materials	960	6,967	6,410	6,500	7,000	500	7.7%
Other Services & Charges	142,821	212,043	202,574	488,924	1,212,080	723,156	147.9%
	\$ 926,178	\$ 1,074,122	\$ 1,136,946	\$ 1,457,559	\$ 2,241,270	\$ 783,711	53.8%
Elections							
Personnel Services	\$ 6,177	\$ 7,250	\$ 4,851	\$ 5,050	\$ 5,160	\$ 110	2.2%
Other Services & Charges	69,340	97,076	97,138	97,076	100,000	2,924	3.0%
	\$ 75,517	\$ 104,326	\$ 101,989	\$ 102,126	\$ 105,160	\$ 3,034	3.0%
Legal							
Other Services & Charges	370,276	381,199	381,889	395,238	385,000	(10,238)	-2.6%
	\$ 370,276	\$ 381,199	\$ 381,889	\$ 395,238	\$ 385,000	\$ (10,238)	-2.6%
Finance							
Personnel Services	\$ 598,015	\$ 621,550	\$ 642,231	\$ 734,920	\$ 779,880	\$ 44,960	6.1%
Supplies & Materials	2,093	3,837	6,169	3,800	4,600	800	21.1%
Other Services & Charges	63,989	80,634	78,887	86,390	92,712	6,322	7.3%
	\$ 664,097	\$ 706,021	\$ 727,287	\$ 825,110	\$ 877,192	\$ 52,082	6.3%
Central Services							
Supplies & Materials	17,533	17,189	13,189	25,000	25,000	-	0.0%
Other Services & Charges	25,149	21,117	26,482	28,500	28,500	-	0.0%
	\$ 42,682	\$ 38,306	\$ 39,671	\$ 53,500	\$ 53,500	\$ -	0.0%
General Insurance							
Other Services & Charges	70,000	70,000	70,000	70,000	70,000	-	0.0%
	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ -	0.0%
Police Administration							
Personnel Services	\$ 1,019,064	\$ 853,238	\$ 977,143	\$ 1,018,160	\$ 1,097,410	\$ 79,250	7.8%
Supplies & Materials	12,395	18,411	13,130	21,600	25,100	3,500	16.2%
Other Services & Charges	124,918	139,739	155,059	395,750	422,925	27,175	6.9%
	\$ 1,156,377	\$ 1,011,388	\$ 1,145,332	\$ 1,435,510	\$ 1,545,435	\$ 109,925	7.7%
Police Patrol							
Personnel Services	\$ 5,570,990	\$ 6,017,915	6,795,440	6,330,600	6,835,850	\$ 505,250	8.0%
Supplies & Materials	214,542	272,205	340,610	334,500	349,000	14,500	4.3%
Other Services & Charges	455,912	590,532	613,295	651,550	756,754	105,204	16.1%
	\$ 6,241,444	\$ 6,880,652	\$ 7,749,345	\$ 7,316,650	\$ 7,941,604	\$ 624,954	8.5%
Police Investigations							
Personnel Services	\$ 481,186	\$ 439,503	\$ 369,166	\$ 1,325,000	\$ 1,401,250	\$ 76,250	5.8%
Supplies & Materials	19,385	26,175	19,016	40,500	38,000	(2,500)	-6.2%
Other Services & Charges	16,618	21,988	23,298	26,600	41,200	14,600	54.9%
	\$ 517,189	\$ 487,666	\$ 411,480	\$ 1,392,100	\$ 1,480,450	\$ 88,350	6.3%
Police Community Services							
Personnel Services	\$ 162,285	\$ 105,432	\$ 127,086	\$ 145,940	\$ 212,100	\$ 66,160	45.3%
Supplies & Materials	3,428	5,201	9,676	10,600	10,600	-	0.0%
Other Services & Charges	3,195	1,690	3,702	16,735	31,735	15,000	89.6%
	\$ 168,908	\$ 112,323	\$ 140,464	\$ 173,275	\$ 254,435	\$ 81,160	46.8%

City of Roseville

Budget Detail by Function: Tax Supported Programs

Attachment 4

8/1/2023

	2020 <u>Actual</u>	2021 <u>Actual</u>	2022 <u>Actual</u>	2023 <u>Budget</u>	2024 <u>Budget</u>	<u>\$\$</u> <u>Increase</u>	<u>%</u> <u>Incr.</u>
Fire Administration							
Personnel Services	\$ 436,443	\$ 465,208	\$ 425,533	\$ 450,290	\$ 473,080	\$ 22,790	5.1%
Supplies & Materials	4,944	8,738	868	700	-	(700)	-100.0%
Other Services & Charges	44,277	59,746	74,787	53,500	55,550	2,050	3.8%
	\$ 485,664	\$ 533,692	\$ 501,188	\$ 504,490	\$ 528,630	\$ 24,140	4.8%
Fire Operation							
Personnel Services	\$ 2,051,125	\$ 2,746,485	\$ 3,050,609	\$ 3,168,449	\$ 3,538,763	\$ 370,314	11.7%
Supplies & Materials	77,170	89,406	97,825	113,000	109,800	(3,200)	-2.8%
Other Services & Charges	162,846	146,144	154,629	152,200	212,199	59,999	39.4%
	\$ 2,291,141	\$ 2,982,035	\$ 3,303,063	\$ 3,433,649	\$ 3,860,762	\$ 427,113	12.4%
Fire Training							
Other Services & Charges	29,286	40,194	34,035	36,000	39,000	3,000	8.3%
	\$ 29,286	\$ 40,194	\$ 34,035	\$ 36,000	\$ 39,000	\$ 3,000	8.3%
Fire Emergency Mgmt.							
Personnel Services	\$ 49,363	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	1,810	1,155	-	-	-	-	0.0%
Other Services & Charges	3,656	798	-	6,200	19,500	13,300	214.5%
	\$ 54,829	\$ 1,953	\$ -	\$ 6,200	\$ 19,500	\$ 13,300	214.5%
Fire Relief							
Other Services & Charges	250,948	264,259	48,815	46,500	46,500	-	0.0%
	\$ 250,948	\$ 264,259	\$ 48,815	\$ 46,500	\$ 46,500	\$ -	0.0%
PW Administration							
Personnel Services	\$ 913,377	\$ 949,653	\$ 919,111	\$ 1,019,743	\$ 1,062,393	\$ 42,650	4.2%
Supplies & Materials	5,305	10,076	14,963	13,150	13,000	(150)	-1.1%
Other Services & Charges	24,543	27,477	46,950	59,100	93,360	34,260	58.0%
	\$ 943,225	\$ 987,206	\$ 981,024	\$ 1,091,993	\$ 1,168,753	\$ 76,760	7.0%
Streets							
Personnel Services	\$ 611,465	\$ 669,576	\$ 767,020	\$ 726,650	\$ 757,130	\$ 30,480	4.2%
Supplies & Materials	242,234	211,328	307,584	365,100	370,850	5,750	1.6%
Other Services & Charges	363,120	82,669	139,856	149,875	150,570	695	0.5%
	\$ 1,216,819	\$ 963,573	\$ 1,214,460	\$ 1,241,625	\$ 1,278,550	\$ 36,925	3.0%
Central Garage							
Personnel Services	\$ 191,588	\$ 196,446	\$ 209,182	\$ 217,220	\$ 220,580	\$ 3,360	1.5%
Supplies & Materials	32,119	21,670	41,816	9,000	11,020	2,020	22.4%
Other Services & Charges	27,307	14,878	(2,057)	1,300	7,140	5,840	449.2%
	\$ 251,014	\$ 232,994	\$ 248,941	\$ 227,520	\$ 238,740	\$ 11,220	4.9%
Building Maintenance							
Supplies & Materials	32,933	24,276	26,089	26,000	27,000	1,000	3.8%
Other Services & Charges	326,413	363,704	493,980	398,950	426,215	27,265	6.8%
	\$ 359,346	\$ 387,980	\$ 520,069	\$ 424,950	\$ 453,215	\$ 28,265	6.7%
Street Lighting							
Other Services & Charges	170,913	183,892	210,871	190,000	225,000	35,000	18.4%
	\$ 170,913	\$ 183,892	\$ 210,871	\$ 190,000	\$ 225,000	\$ 35,000	18.4%
Contingency							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000	0.0%
	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000	0.0%
Total General Fund							
Personnel Services	\$ 12,917,597	\$ 13,972,000	\$ 15,256,706	\$ 16,153,377	\$ 17,955,006	\$ 1,801,629	11%
Supplies & Materials	666,851	716,634	897,345	969,450	991,070	21,620	2%
Other Services & Charges	2,924,392	3,070,495	3,097,799	3,590,408	4,691,807	1,101,399	31%
	\$ 16,508,840	\$ 17,759,129	\$ 19,251,850	\$ 20,713,235	\$ 23,637,883	\$ 2,924,648	14%

City of Roseville

Budget Detail by Function: Tax Supported Programs

Attachment 4

8/1/2023

	2020 <u>Actual</u>	2021 <u>Actual</u>	2022 <u>Actual</u>	2023 <u>Budget</u>	2024 <u>Budget</u>	<u>\$\$</u> <u>Increase</u>	<u>%</u> <u>Incr.</u>
Recreation Administration							
Personnel Services	\$ 568,315	\$ 574,447	\$ 556,723	\$ 561,000	\$ 583,550	\$ 22,550	4.0%
Supplies & Materials	1,734	2,490	6,759	7,000	7,588	588	8.4%
Other Services & Charges	37,552	130,486	135,675	127,465	155,415	27,950	21.9%
	\$ 607,601	\$ 707,423	\$ 699,157	\$ 695,465	\$ 746,553	\$ 51,088	7.3%
Recreation Fee Programs							
Personnel Services	\$ 718,803	\$ 789,429	\$ 878,234	\$ 1,068,555	\$ 1,107,105	\$ 38,550	3.6%
Supplies & Materials	36,208	71,659	60,674	80,700	83,283	2,583	3.2%
Other Services & Charges	254,365	412,751	545,677	559,485	614,535	55,050	9.8%
	\$ 1,009,376	\$ 1,273,839	\$ 1,484,585	\$ 1,708,740	\$ 1,804,923	\$ 96,183	5.6%
Recreation Non-Fee Programs							
Personnel Services	\$ 13,869	\$ 22,470	\$ 49,096	\$ 84,650	\$ 78,345	\$ (6,305)	-7.4%
Supplies & Materials	3,418	6,443	11,938	29,300	30,330	1,030	3.5%
Other Services & Charges	17,537	24,366	73,227	82,870	121,620	38,750	46.8%
	\$ 34,824	\$ 53,279	\$ 134,261	\$ 196,820	\$ 230,295	\$ 33,475	17.0%
Recreation Activity Center							
Personnel Services	\$ 1,347	\$ 727	\$ 3,189	\$ 12,380	\$ 12,380	\$ -	0.0%
Supplies & Materials	-	283	1,646	2,950	3,350	400	13.6%
Other Services & Charges	92,587	5,329	103,741	106,050	125,700	19,650	18.5%
	\$ 93,934	\$ 6,339	\$ 108,576	\$ 121,380	\$ 141,430	\$ 20,050	16.5%
Recreation Nature Center							
Personnel Services	\$ 18,095	\$ 20,541	\$ 36,295	\$ 28,990	\$ 45,450	\$ 16,460	56.8%
Supplies & Materials	4,750	8,596	7,856	9,800	9,800	-	0.0%
Other Services & Charges	25,985	29,085	31,573	35,950	38,150	2,200	6.1%
	\$ 48,830	\$ 58,222	\$ 75,724	\$ 74,740	\$ 93,400	\$ 18,660	25.0%
Skating Center							
Personnel Services	\$ 665,049	\$ 735,452	\$ 781,746	\$ 823,560	\$ 858,480	\$ 34,920	4.2%
Supplies & Materials	37,734	54,320	78,612	75,300	93,550	18,250	24.2%
Other Services & Charges	321,140	397,437	545,271	424,940	540,440	115,500	27.2%
	\$ 1,023,923	\$ 1,187,209	\$ 1,405,629	\$ 1,323,800	\$ 1,492,470	\$ 168,670	12.7%
Parks & Recreation Maintenance							
Personnel Services	\$ 925,540	\$ 943,113	\$ 924,094	\$ 1,100,420	\$ 1,102,310	\$ 1,890	0.2%
Supplies & Materials	119,794	130,907	151,941	162,575	159,500	(3,075)	-1.9%
Other Services & Charges	240,552	285,387	278,005	263,700	270,700	7,000	2.7%
	\$ 1,285,886	\$ 1,359,407	\$ 1,354,040	\$ 1,526,695	\$ 1,532,510	\$ 5,815	0.4%
Total Parks & Recreation Fund							
Personnel Services	\$ 2,911,018	\$ 3,086,179	\$ 3,229,377	\$ 3,679,555	\$ 3,787,620	\$ 108,065	2.9%
Supplies & Materials	203,638	274,698	319,426	367,625	387,401	19,776	5.4%
Other Services & Charges	989,718	1,284,841	1,713,169	1,600,460	1,866,560	266,100	16.6%
	\$ 4,104,374	\$ 4,645,718	\$ 5,261,972	\$ 5,647,640	\$ 6,041,581	\$ 393,941	7.0%
Information Technology Fund							
Personnel Services	\$ 1,781,894	\$ 2,019,540	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	79	-	-	-	-	0.0%
* Other Services & Charges	630,387	844,177	723,343	857,141	1,428,264	571,123	66.6%
** Capital Outlay	216,285	272,848	5,151	-	-	-	0.0%
	\$ 2,628,566	\$ 3,136,644	\$ 728,494	\$ 857,141	\$ 1,428,264	\$ 571,123	66.6%

* part of Administration in 2024

** now part of individual department expenses

City of Roseville

Budget Detail by Function: Tax Supported Programs

Attachment 4

8/1/2023

	2020 <u>Actual</u>	2021 <u>Actual</u>	2022 <u>Actual</u>	2023 <u>Budget</u>	2024 <u>Budget</u>	<u>\$\$</u> <u>Increase</u>	<u>%</u> <u>Incr.</u>
Streetscape Fund							
Personnel Services	\$ 7,972	\$ 7,774	\$ -	\$ 6,910	\$ 6,910	\$ -	0.0%
Supplies & Materials	30,594	24,542	12,370	30,000	30,000	-	0.0%
Other Services & Charges	42,000	33,765	41,225	43,000	47,000	4,000	9.3%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 80,566	\$ 66,081	\$ 53,595	\$ 79,910	\$ 83,910	\$ 4,000	5.0%
Debt Service Fund							
OSC - Debt: #27	765,000	-	-	-	-	-	0.0%
OSC - Debt: #31	835,000	-	-	-	-	-	0.0%
OSC - Debt: 2012A	1,375,000	1,442,385	1,352,275	1,442,385	1,447,057	4,672	0.3%
OSC - Debt: 2020A	-	778,160	724,625	771,330	778,365	7,035	0.9%
	\$ 2,975,000	\$ 2,220,545	\$ 2,076,900	\$ 2,213,715	\$ 2,225,422	\$ 11,707	0.5%
Total: All Tax-Supported Funds							
Personnel Services	\$ 17,618,481	\$ 19,085,493	\$ 18,486,083	\$ 19,839,842	\$ 21,749,536	\$ 1,909,694	9.6%
Supplies & Materials	901,083	1,015,953	1,229,141	1,367,075	1,408,471	41,396	3.0%
Other Services & Charges	7,561,497	7,453,823	7,652,436	8,304,724	10,259,053	1,954,329	23.5%
Capital Outlay: Ops	216,285	1,051,008	5,151	-	-	-	0.0%
Total: Operations	\$ 26,297,346	\$ 28,606,277	\$ 27,372,811	\$ 29,511,641	\$ 33,417,060	\$ 3,905,419	13.2%
Vehicles & Equipment	\$ 2,845,288	\$ 2,845,288	\$ 993,418	\$ 2,042,500	\$ 1,658,800	\$ (383,700)	-18.8%
General Facilities	110,150	172,486	3,824,750	1,268,400	1,842,900	574,500	45.3%
Pathways & Parking Lots	381,620	127,878	171,569	200,000	233,800	33,800	16.9%
Street Lighting	-	35,575	-	45,000	52,500	7,500	16.7%
Park Improvements	86,490	118,988	726,700	1,442,000	1,434,000	(8,000)	-0.6%
Pavement Management	1,972,243	2,029,489	4,569,024	3,091,305	2,905,000	(186,305)	-6.0%
Total: Capital	\$ 5,395,791	\$ 5,329,704	\$ 10,285,461	\$ 8,089,205	\$ 8,127,000	\$ 37,795	0.5%
Total: Tax Supported	\$ 31,693,137	\$ 33,935,981	\$ 37,658,272	\$ 37,600,846	\$ 41,544,060	3,943,214	10.5%

City of Roseville

Budget Detail by Function: Fee Supported

Attachment 4

8/1/2023

	2020	2021	2022	2023	2024	\$\$	%
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
CD - Planning							
Personnel Services	\$ 492,296	\$ 495,130	\$ 515,692	\$ 583,577	\$ 598,007	\$ 14,430	2.8%
Supplies & Materials	219	360	435	2,500	1,000	(1,500)	-344.8%
Other Services & Charges	42,201	114,156	81,274	97,350	80,500	(16,850)	-20.7%
Capital Outlay	-	-	-	1,150	-	(1,150)	0.0%
	\$ 534,716	\$ 609,646	\$ 597,401	\$ 684,577	\$ 679,507	\$ (5,070)	-0.8%
CD - Code Enforcement							
Personnel Services	\$ 708,266	\$ 585,688	\$ 573,169	\$ 675,063	\$ 701,470	\$ 26,407	4.6%
Supplies & Materials	7,249	6,514	8,476	9,250	9,500	250	2.9%
Other Services & Charges	242,294	238,498	260,403	249,550	258,130	8,580	3.3%
Capital Outlay	27,873	-	-	-	68,000	68,000	0.0%
	\$ 985,682	\$ 830,700	\$ 842,048	\$ 933,863	\$ 1,037,100	\$ 103,237	12.3%
CD-Nuisance Code Enforcement							
Personnel Services	\$ 52,103	\$ 64,111	\$ 168,433	\$ 108,847	\$ 111,710	\$ 2,863	1.7%
Supplies & Materials	-	-	-	-	-	-	0.0%
Other Services & Charges	-	-	2,707	2,700	2,800	100	3.7%
	\$ 52,103	\$ 64,111	\$ 171,140	\$ 111,547	\$ 114,510	\$ 2,963	1.7%
CD - GIS							
Personnel Services	\$ 19,344	\$ 20,795	\$ 34,040	\$ 35,310	\$ 36,470	\$ 1,160	3.4%
Other Services & Charges	4,837	4,940	4,540	5,270	5,650	380	8.4%
	\$ 24,181	\$ 25,735	\$ 38,580	\$ 40,580	\$ 42,120	\$ 1,540	4.0%
CD - Neighborhood Enhancement							
Personnel Services	\$ 99,687	\$ 117,979	\$ 32,043	\$ 33,712	\$ 34,230	\$ 518	1.6%
Supplies & Materials	894	1,752	81	950	650	(300)	-370.4%
Other Services & Charges	6,768	4,511	4,408	6,400	5,700	(700)	-15.9%
	\$ 107,349	\$ 124,242	\$ 36,532	\$ 41,062	\$ 40,580	\$ (482)	-1.3%
Community Development Fund							
Personnel Services	\$ 1,371,696	\$ 1,283,703	\$ 1,323,377	\$ 1,436,509	\$ 1,481,887	\$ 45,378	3.4%
Supplies & Materials	\$ 8,362	\$ 8,626	\$ 8,992	\$ 12,700	\$ 11,150	\$ (1,550)	-17.2%
Other Services & Charges	\$ 296,100	\$ 362,105	\$ 353,332	\$ 361,270	\$ 352,780	\$ (8,490)	-2.4%
Capital Outlay	\$ 27,873	\$ -	\$ -	\$ 1,150	\$ 68,000	\$ 66,850	0.0%
	\$ 1,704,031	\$ 1,654,434	\$ 1,685,701	\$ 1,811,629	\$ 1,913,817	\$ 102,188	6.1%
EDA Fund							
Personnel Services	\$ 204,760	\$ 195,074	\$ 206,402	\$ 198,080	\$ 204,320	\$ 6,240	3.0%
Supplies & Materials	33	459	1,290	-	-	-	0.0%
Other Services & Charges	237,158	191,001	437,742	321,550	282,040	(39,510)	-9.0%
	\$ 441,951	\$ 386,534	\$ 645,434	\$ 519,630	\$ 486,360	\$ (33,270)	-5.2%
Communications Fund							
Personnel Services	\$ 243,529	\$ 274,968	\$ 280,176	\$ 340,020	\$ 364,810	\$ 24,790	8.8%
Supplies & Materials	316	2,595	1,086	1,000	1,000	-	0.0%
Other Services & Charges	199,434	212,180	251,101	234,370	248,120	13,750	5.5%
	\$ 443,279	\$ 489,743	\$ 532,363	\$ 575,390	\$ 613,930	\$ 38,540	7.2%
License Center Fund							
Personnel Services	\$ 1,496,091	\$ 1,572,764	\$ 1,584,536	\$ 1,683,210	\$ 1,702,890	\$ 19,680	1.2%
Supplies & Materials	19,571	25,717	30,212	29,000	35,500	6,500	21.5%
Other Services & Charges	448,008	469,799	348,571	482,620	395,826	(86,794)	-24.9%
Capital Outlay	94,042	-	-	-	-	-	0.0%
	\$ 2,057,712	\$ 2,068,280	\$ 1,963,319	\$ 2,194,830	\$ 2,134,216	\$ (60,614)	-3.1%

City of Roseville

Budget Detail by Function: Fee Supported

Attachment 4

8/1/2023

	2020 <u>Actual</u>	2021 <u>Actual</u>	2022 <u>Actual</u>	2023 <u>Budget</u>	2024 <u>Budget</u>	<u>\$</u> <u>Increase</u>	<u>%</u> <u>Incr.</u>
Engineering Services Fund							
Personnel Services	\$ 244,608	\$ 230,903	\$ 241,730	\$ 255,150	\$ 265,720	\$ 10,570	4.4%
Supplies & Materials	167	1,791	144	2,700	1,000	(1,700)	-1180.6%
Other Services & Charges	51,041	43,673	140,336	73,000	34,210	(38,790)	-27.6%
	\$ 295,816	\$ 276,367	\$ 382,210	\$ 330,850	\$ 300,930	\$ (29,920)	-7.8%
Lawful Gambling Fund							
Personnel Services	\$ 31,327	\$ 36,045	\$ 36,755	\$ 33,406	\$ 36,736	\$ 3,330	9.1%
Other Services & Charges	225,575	141,000	111,000	120,000	120,000	-	0.0%
	\$ 256,902	\$ 177,045	\$ 147,755	\$ 153,406	\$ 156,736	\$ 3,330	2.3%
Water Fund							
Personnel Services	\$ 618,539	\$ 575,180	\$ 707,241	\$ 735,580	\$ 764,300	\$ 28,720	4.1%
Supplies & Materials	215,868	269,695	276,277	233,500	276,000	42,500	15.4%
Other Services & Charges	5,775,719	6,559,361	7,050,091	6,456,105	8,123,311	1,667,206	23.6%
Capital Outlay	638,309	1,273,858	1,170,739	505,000	1,019,000	514,000	43.9%
	\$ 7,248,435	\$ 8,678,094	\$ 9,204,348	\$ 7,930,185	\$ 10,182,611	\$ 2,252,426	24.5%
Sanitary Sewer Fund							
Personnel Services	\$ 545,260	\$ 512,436	\$ 484,353	\$ 417,230	\$ 438,140	\$ 20,910	4.3%
Supplies & Materials	28,133	36,882	44,086	48,700	51,700	3,000	6.8%
Other Services & Charges	4,142,363	3,987,118	3,949,339	4,158,169	4,652,741	494,572	12.5%
Capital Outlay	1,763,715	1,688,174	1,197,819	800,000	1,159,000	359,000	30.0%
	\$ 6,479,471	\$ 6,224,610	\$ 5,675,597	\$ 5,424,099	\$ 6,301,581	\$ 877,482	15.5%
Stormwater Fund							
Personnel Services	\$ 432,616	\$ 433,789	\$ 520,333	\$ 510,200	\$ 536,190	\$ 25,990	5.0%
Supplies & Materials	96,112	78,438	65,859	102,500	76,500	(26,000)	-39.5%
Other Services & Charges	861,934	893,564	929,180	851,000	1,076,830	225,830	24.3%
Capital Outlay	1,233,291	1,114,785	1,412,498	1,370,000	1,599,000	229,000	16.2%
	\$ 2,623,953	\$ 2,520,577	\$ 2,927,870	\$ 2,833,700	\$ 3,288,520	\$ 454,820	15.5%
Recycling Fund							
Personnel Services	\$ 34,133	\$ 33,603	\$ 43,273	\$ 84,237	\$ 84,937	\$ 700	1.6%
Supplies & Materials	2,250	-	1,284	2,250	5,000	2,750	214.2%
Other Services & Charges	602,098	552,825	882,552	900,938	1,018,430	117,492	13.3%
	\$ 638,481	\$ 586,428	\$ 927,109	\$ 987,425	\$ 1,108,367	\$ 120,942	13.0%
Golf Course Fund							
Personnel Services	\$ 298,273	\$ 300,533	\$ 309,149	\$ 342,840	\$ 356,250	\$ 13,410	4.3%
Supplies & Materials	31,106	63,957	74,680	63,900	75,900	12,000	16.1%
Other Services & Charges	156,896	150,587	148,391	89,120	91,510	2,390	1.6%
Capital Outlay	157,618	-	-	89,500	94,500	5,000	0.0%
	\$ 643,893	\$ 515,077	\$ 532,220	\$ 585,360	\$ 618,160	\$ 32,800	6.2%
TIF Fund							
Other Services & Charges	1,964,632	1,211,482	783,810	905,700	1,475,000	569,300	72.6%
	\$ 1,964,632	\$ 1,211,482	\$ 783,810	\$ 905,700	\$ 1,475,000	\$ 569,300	72.6%
Safety & Loss Control							
Other Services & Charges	12,129	-	-	-	-	-	0.0%
	\$ 12,129	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Total: All Non Tax-Supported Funds							
Personnel Services	\$ 5,520,832	\$ 5,448,998	\$ 5,737,325	\$ 6,036,462	\$ 6,236,180	\$ 199,718	3.5%
Supplies & Materials	401,918	488,160	503,910	496,250	533,750	37,500	7.4%
Other Services & Charges	14,973,087	14,774,695	15,385,445	14,953,842	17,870,798	2,916,956	19.0%
Capital Outlay	3,914,848	4,076,817	3,781,056	2,765,650	3,939,500	1,173,850	31.0%
Total: Non Tax-Supported	\$ 24,810,685	\$ 24,788,671	\$ 25,407,736	\$ 24,252,204	\$ 28,580,228	\$ 4,328,024	17.0%

2024 BUDGET - REVENUE CHANGES ONLY

8/8/2023

	Total	Tax Supported	Fee Supported
<u>Property Taxes</u>			
General Fund	\$ 2,792,696	\$ 2,792,696	
Communications	\$ 65,940		\$ 65,940
Recreation	\$ 149,415	\$ 149,415	
Parks Maintenance	\$ 24,815	\$ 24,815	
Information Technology	\$ (110,677)	\$ (110,677)	
GO Debt	\$ 11,707	\$ 11,707	
Vehicle & Equipment Replacement	\$ (435,000)	\$ (435,000)	
Building Replacement	\$ (125,000)	\$ (125,000)	
EDA	\$ (33,270)		\$ (33,270)
Total Change in Property Taxes	\$ 2,340,626	\$ 2,307,956	\$ 32,670
<u>Tax Increments</u>			
TIF Pay-as-you-go notes	\$ 569,300		\$ 569,300
<u>Intergovernmental Revenue</u>			
General - SAFER grant	\$ (581,000)	\$ (581,000)	
General - State aid - police & fire	\$ 35,000	\$ 35,000	
General - Police & fire training	\$ 10,000	\$ 10,000	
General - MSA Maint	\$ 27,871	\$ 27,871	
General - Hsg Nav CDBG grant	\$ 19,840	\$ 19,840	
General - Hsg Nav opioid	\$ 79,370	\$ 79,370	
General - Auto Theft grant	\$ 100,000	\$ 100,000	
General - VCET Narc Task Force	\$ 20,000	\$ 20,000	
General - PS Aid - commitment to diversity	\$ 221,900	\$ 221,900	
General - PS Aid - increase in dispatch services	\$ 40,104	\$ 40,104	
General - PS Aid - BCA required IT costs	\$ 16,000	\$ 16,000	
General - PS Aid -CSO inc & PD&FD Wellness inc	\$ 64,500	\$ 64,500	
V&E - Fire & Police public safety aid	\$ 1,000,000	\$ 1,000,000	
Facilities-State Bonding	\$ 756,000	\$ 756,000	
PMP - MSA construction	\$ 449,400	\$ 449,400	
Recycling - Score grant	\$ 17,500		\$ 17,500
Recycling - Fed grant	\$ 76,370		\$ 76,370
Total change in intergovernmental	\$ 2,352,855	\$ 2,258,985	\$ 93,870
<u>Licenses & Permits</u>			
General- Pawn Shop fees	\$ (4,000)	\$ (4,000)	
General - Liquor licenses	\$ (2,000)	\$ (2,000)	
General - Animal licenses	\$ (500)	\$ (500)	
Gen Fund-Fire MF Rental Inspection	\$ (45,248)	\$ (45,248)	
Gen - Fire general permit inspections	\$ 750	\$ 750	
Cmty Dev - various permits and licenses	\$ (497,520)		\$ (497,520)
Total change in licenses & Permits	\$ (548,518)	\$ (50,998)	\$ (497,520)
<u>Charges for Services</u>			
Gen -Fire hotel and Comm Vent Hood inspections	\$ 5,700	\$ 5,700	
Gen - Fire misc-ramsey ctny fire chief reimb	\$ 5,500	\$ 5,500	
Gen - RVA admin fees	\$ 3,000	\$ 3,000	
Gen - Police false alarm fees	\$ 10,000	\$ 10,000	
Recreation-fee activities	\$ 127,081	\$ 127,081	
Recreation-Non-fee activities	\$ (3,100)	\$ (3,100)	
Recreation-Skating Center	\$ 103,200	\$ 103,200	
Recreation-Nature Center	\$ 11,500	\$ 11,500	
CD-Technology Fee	\$ (12,500)		\$ (12,500)
Communications-increase from EDA	\$ 1,000		\$ 1,000
License Center-MV, DL, Passports	\$ 400,000		\$ 400,000
Eng Svcs - Falcon Heights	\$ 10,000		\$ 10,000
Water - 8% increase per URStudy	\$ 1,692,000		\$ 1,692,000
Sanitary Sewer-2% increase	\$ 500,000		\$ 500,000
Storm Drainage-4% inc per Utility Rate Study	\$ 1,639,664		\$ 1,639,664
Recycling-increase to cover expenses	\$ 92,638		\$ 92,638
Golf-Green fees & Equip sales	\$ 19,588		\$ 19,588
Total Change in Charges for Services	\$ 4,605,271	\$ 262,881	\$ 4,342,390
<u>Fines and Forfeits</u>			
General Fund-Ramsey Co court fines	\$ (12,500)	\$ (12,500)	
Total change in court fines	\$ (12,500)	\$ (12,500)	\$ -
<u>Cable Franchise Fees</u>			
Communications- based on 5 yr average	\$ (2,000)		\$ (2,000)

2024 BUDGET - REVENUE CHANGES ONLY

8/8/2023

	Total	Tax Supported	Fee Supported
Special Assessments			
Pavement Mgmt & Water private hydrant	\$ 15,579	\$ (7,421)	\$ 23,000
Total change in special assessments	\$ 15,579	\$ (7,421)	\$ 23,000
Interest Earnings			
V&E fund - IT capital	\$ 8,334	\$ 8,334	
Pathway fund	\$ 2,036	\$ 2,036	
PMP fund	\$ (70,560)	\$ (70,560)	
Communications fund	\$ (400)		\$ (400)
Total Change in Interest earnings	\$ (60,590)	\$ (60,190)	\$ (400)
Donations & Miscellaneous			
Gen Fund-Metro Inet reimb rent & fin svcs	\$ (8,774)	\$ (8,774)	
Gen fund-UNW PILOT	\$ 194	\$ 194	
Gen - Police State Fair Reimb	\$ 20,000	\$ 20,000	
Gen - PW State Fair Reimb	\$ 6,825	\$ 6,825	
Police V&E - K9 donation	\$ 9,000	\$ 9,000	
Police V&E fund-sale of property	\$ 5,000	\$ 5,000	
Lawful gambling - based on past year	\$ 4,620		\$ 4,620
Golf - equip rental & miscellaneous	\$ 13,000		\$ 13,000
Total Change in Misc/Transfers In	\$ 49,865	\$ 32,245	\$ 17,620
Transfers In			
ARPA Funds	\$ (75,500)	\$ (214,100)	\$ 138,600
Excess Cash Reserve Fund	\$ (106,000)	\$ (106,000)	
Trf in to GEN from IT ops	\$ 595,864	\$ 595,864	
Trf in to GEN from IT capital	\$ 20,656	\$ 20,656	
Trf to GEN from License Center	\$ 23,000	\$ 23,000	
Parks-from excess cash reserve	\$ (1,500)	\$ (1,500)	
Parks-from IT capital - computers	\$ 1,530	\$ 1,530	
Pk Maint - from excess cash reserve	\$ (19,000)	\$ (19,000)	
IT ops - ARPA funds	\$ (100,000)	\$ (100,000)	
Pk & Rec V&E fund - excess cash reserve	\$ (200,000)	\$ (200,000)	
trf from IT to Street Light	\$ 300,000	\$ 300,000	
trf from IT to V&E	\$ 510,214	\$ 510,214	
Golf-trf in to cover capital expenses	\$ 5,000		\$ 5,000
	\$ 954,264	\$ 810,664	\$ 143,600
Total Revenue & Transfer In Changes	\$ 10,264,152	\$ 5,541,622	\$ 4,722,530

(USE) or Addition OF RESERVES	2024	2023	Change
Gen Fund-CASH RESERVES	\$ -	\$ (220,000)	\$ 220,000
IT Fund	-	(100,000)	100,000
Vehicle & Equipment Funds	249,348	(145,700)	395,048
Facilities	(332,900)	(489,400)	156,500
Pathways	23,236	55,000	(31,764)
Street Light Replacement	169,000	(23,500)	192,500
Park Improvement	(644,000)	(652,000)	8,000
Blvd Landscaping	(21,910)	(17,910)	(4,000)
Street Infrastructure (PMP)	(147,313)	(705,037)	557,724
Cmty Dev	(425,417)	187,941	(613,358)
Communications	-	(26,000)	26,000
License Center	366,784	(93,830)	460,614
Lawful Gambling	1,290		1,290
Engineering Services	(114,480)	(154,400)	39,920
Water	(499,011)	(100,185)	(398,826)
Sewer	198,419	575,901	(377,482)
Storm	531,073	(173,771)	704,844
Recycling	33,641	(31,925)	65,566
Golf	(65,272)	(70,060)	4,788
	\$ (677,512)	\$ (2,184,876)	1,507,364

2024 BUDGET - EXPENDITURE CHANGES ONLY

8/8/2023

	Total	Tax Supported	Fee Supported
<u>PERSONNEL CHANGES</u>			
Steps, turnover, insurance & union changes	\$ 398,931	\$ 366,890	\$ 32,041
COLA	\$ 627,286	\$ 477,386	\$ 149,900
Increase temp/seasonal/interns	\$ 105,403	\$ 100,233	\$ 5,170
Overtime increases-police & fire	\$ 31,790	\$ 31,790	
Recls maint support specialist to office assist	\$ (14,494)	\$ (27,101)	\$ 12,607
Hsg Navigator - grant & aid funding	\$ 60,110	\$ 60,110	
Inc .80 to 1 FTE Admin CSO	\$ 18,500	\$ 18,500	
Commitment to Diversity - FD - PS Aid	\$ 114,200	\$ 114,200	
Commitment to Diversity - PD - PS Aid	\$ 107,700	\$ 107,700	
Class and Comp study implementation	\$ 659,986	\$ 659,986	
	<u>\$ 2,109,412</u>	<u>\$ 1,909,694</u>	<u>\$ 199,718</u>
<u>SUPPLIES & MATERIALS</u>			
Motor Fuel - across departments	\$ (66,825)	\$ (57,575)	\$ (9,250)
Police - vehicle supplies	\$ 16,000	\$ 16,000	
Police - Clothing	\$ 10,000	\$ 10,000	
Fire-vehicle & oper. Supplies & training	\$ 5,800	\$ 5,800	
PW-Streets-operating supplies	\$ 30,250	\$ 30,250	
Skating Ctr - merch for sale	\$ 13,500	\$ 13,500	
Water- fuel & operating supplies	\$ 52,000		\$ 52,000
Sewer-operating supplies	\$ 5,000		\$ 5,000
Storm-vehicle supplies	\$ (31,500)		\$ (31,500)
Golf - operating supplies	\$ 8,950		\$ 8,950
Other minor cost changes	\$ 35,721	\$ 23,421	\$ 12,300
	<u>\$ 78,896</u>	<u>\$ 41,396</u>	<u>\$ 37,500</u>
<u>OTHER SERVICES & CHARGES</u>			
Council-Audit	\$ 17,000	\$ 17,000	
Council-cmty survey	\$ 20,000	\$ 20,000	
Admin - Metro-INET contract	\$ 900,039	\$ 900,039 *	
Admin- Recodification&Comp Study	\$ (190,000)	\$ (190,000)	
Admin-neogov	\$ 8,000	\$ 8,000	
Police - increase wellness consultant	\$ 30,000	\$ 30,000	
Police-Lexipol and Occup Health Exams	\$ 11,000	\$ 11,000	
Police - dispatch services	\$ 40,104	\$ 40,104	
Police - contract main - vehicles	\$ 23,000	\$ 23,000	
Police-training	\$ 5,000	\$ 5,000	
Police- switch to Thomson Reuters CLEAR	\$ 12,500	\$ 12,500	
Police - computers and software	\$ 19,000	\$ 19,000	
Police-Animal Hospital	\$ 14,500	\$ 14,500	
Fire-increased wellness	\$ 16,000	\$ 16,000	
Fire- increased contract maint?	\$ 36,000	\$ 36,000	
Fire - fence consortium	\$ 9,000	\$ 9,000	
PW - software and computers	\$ 59,635	\$ 59,635	
Utilities-fire, Bldg Maint, Street Lights, Skating Ctr	\$ 142,850	\$ 141,550	\$ 1,300
PR - software	\$ 5,000	\$ 5,000	
PR - miscellaneous	\$ 10,400	\$ 10,400	
PR-postage amd printing	\$ 5,000	\$ 5,000	
PR - activity center increases	\$ 18,700	\$ 18,700	
PR fee& skate-credit card fees	\$ 28,000	\$ 28,000	
PR - prof services fee,non-fee & skating programs	\$ 85,350	\$ 85,350	
PR - contract maintenance increased	\$ 10,000	\$ 10,000	
IT - expense moved to Admin	\$ (857,141)	\$ (857,141) *	
CD-fewer zoning studies	\$ (15,000)		\$ (15,000)
CD-software & computers	\$ 10,100		\$ 10,100

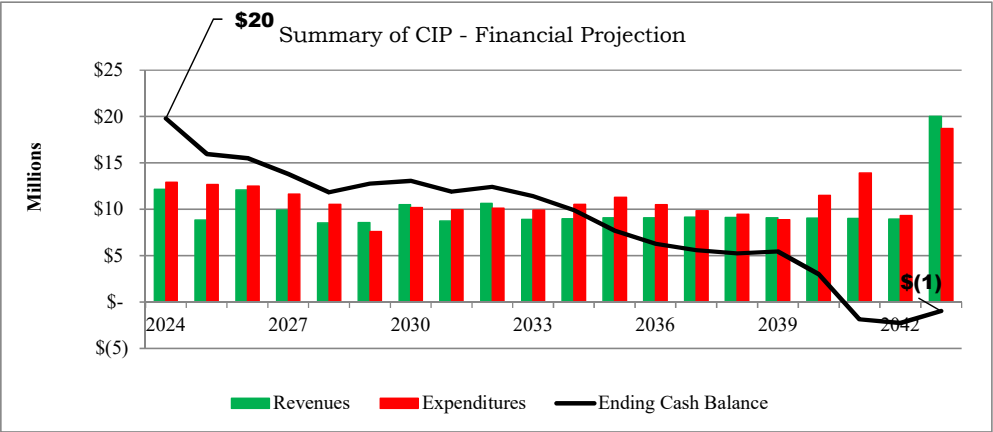
2024 BUDGET - EXPENDITURE CHANGES ONLY

8/8/2023

	Total	Tax Supported	Fee Supported
CD-credit card fees - Code	\$ 8,500		\$ 8,500
EDA-prof svcs	\$ (42,500)		\$ (42,500)
EDA-comp & software	\$ 1,790		\$ 1,790
Communications - printing & postage	\$ 14,100		\$ 14,100
Lic Cntr- inc facility mgmt & custodial svcs	\$ 16,800		\$ 16,800
Eng Svcs-misc studies(bike planconsultant)	\$ (36,600)		\$ (36,600)
Water-St. Paul Water	\$ 1,422,836		\$ 1,422,836
Water - Software	\$ 56,520		\$ 56,520
Water-utilities, contract maint	\$ 110,000		\$ 110,000
Water - Depreciation	\$ 110,000		\$ 110,000
Sewer - software	\$ 15,520		\$ 15,520
Sewer- Metro Waste	\$ 442,062		\$ 442,062
Sewer - credit card fees	\$ 20,000		\$ 20,000
Stormwater-contract maintenance	\$ 110,000		\$ 110,000
Stormwater-depreciation	\$ 120,000		\$ 120,000
Recycling - Contract	\$ 987,420		\$ 987,420
Golf- training	\$ 1,550		\$ 1,550
TIF	\$ 569,300		\$ 569,300
Other minor cost changes	\$ (868,171)	\$ 36,721	\$ (904,892)
	<u>\$ 3,533,164</u>	<u>\$ 514,358</u>	<u>\$ 3,018,806</u>
<u>DEBT SERVICE CHANGES</u>			
Debt Service - Water	\$ 150		\$ 150
Debt Service -GO	\$ 11,707	\$ 11,707	
	<u>\$ 11,857</u>	<u>\$ 11,707</u>	<u>\$ 150</u>
<u>CAPITAL OUTLAY CHANGES</u>			
Vehicles & Equipment	\$ (329,900)	\$ (329,900)	
IT capital	\$ (49,400)	\$ (49,400)	
Facilities	\$ 574,500	\$ 574,500	
Pathways & Parking Lots	\$ 33,800	\$ 33,800	
Street Lighting	\$ 7,500	\$ 7,500	
Park Improvements	\$ (8,000)	\$ (8,000)	
Pavement Management	\$ (186,305)	\$ (186,305)	
Golf equipment	\$ 5,000		\$ 5,000
Stormwater capital	\$ 229,000		\$ 229,000
Sewer capital	\$ 359,000		\$ 359,000
Water-capital	\$ 514,000		\$ 514,000
Cnty Dev - vehicle less minor equip	\$ 66,850		\$ 66,850
Total Change in Capital Outlay	<u>\$ 1,216,045</u>	<u>\$ 42,195</u>	<u>\$ 1,173,850</u>
<u>Transfer Out</u>			
Lic Cntr - decreased trf out	\$ (102,000)		\$ (102,000)
IT Capital - trf to other funds	\$ 832,400	\$ 832,400	
IT Operating- trf out to GEN for revenues collected	\$ 595,864	\$ 595,864	
Total Change in Transfers Out	<u>\$ 1,326,264</u>	<u>\$ 1,428,264</u>	<u>\$ (102,000)</u>
Total Expenditure Changes	\$ 8,275,638	\$ 3,947,614	\$ 4,328,024

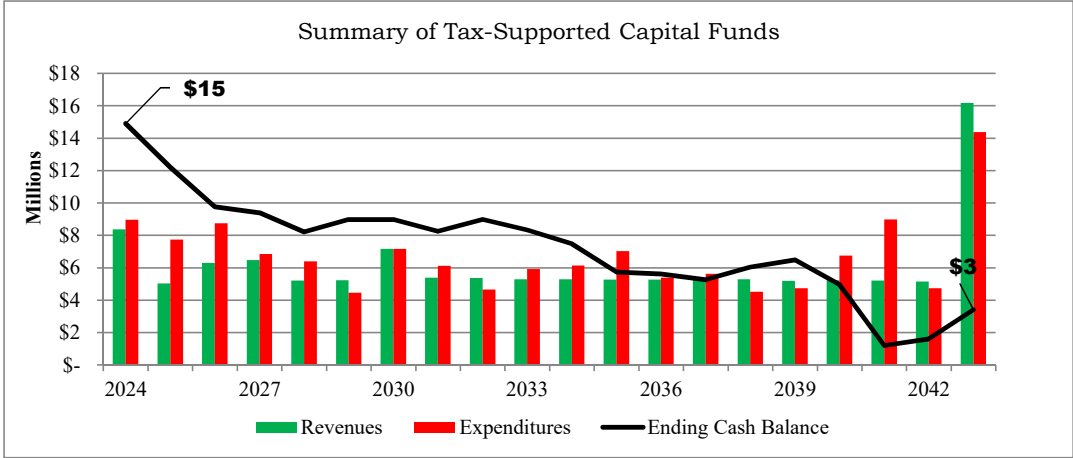
Summary by Function

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	Total
Tax Levy: Current	\$ 4,160,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 82,725,000
Tax Levy: Add/Sub*	(160,000)	140,000	320,000	600,000	730,000	780,000	905,000	905,000	930,000	930,000	980,000	980,000	1,005,000	1,005,000	1,005,000	930,000	930,000	930,000	930,000	930,000	15,705,000
Fees, MSA, Asmnts,Trfs, ARP/	7,897,561	4,143,847	7,313,364	4,856,312	3,397,677	3,398,747	5,223,247	3,460,247	5,354,247	3,599,000	3,644,500	3,753,000	3,765,000	3,804,000	3,790,000	3,814,500	3,779,000	3,730,000	3,696,000	14,740,000	97,160,249
Sale of Assets/Internal Loan	30,000	80,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	650,000
Interest Earnings	218,078	329,406	272,242	267,709	235,779	200,478	212,369	214,632	192,251	213,419	195,850	178,308	157,449	153,936	154,075	163,097	184,588	192,528	138,347	160,497	4,035,038
Revenues	\$ 12,145,639	\$ 8,828,253	\$ 12,070,606	\$ 9,889,021	\$ 8,528,455	\$ 8,544,225	\$ 10,505,616	\$ 8,744,879	\$ 10,641,499	\$ 8,907,419	\$ 8,985,350	\$ 9,076,308	\$ 9,092,449	\$ 9,127,936	\$ 9,114,075	\$ 9,072,597	\$ 9,058,588	\$ 9,017,528	\$ 8,929,347	\$ 19,995,497	\$ 200,275,287
Administration	\$ 16,000	\$ 21,000	\$ 50,000	\$ 21,000	\$ 16,000	\$ 21,000	\$ 60,000	\$ 16,000	\$ 21,000	\$ 16,000	\$ 16,000	\$ 85,000	\$ 16,000	\$ 21,000	\$ 16,000	\$ 16,000	\$ 75,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 551,000
Finance	119,590	-	-	50,000	-	-	-	-	-	-	-	-	-	-	-	300,000	-	-	-	-	469,590
Central Services	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	1,170,000
Police	584,710	574,040	682,700	524,570	628,535	547,350	537,220	715,500	489,850	516,460	635,535	505,350	657,830	566,650	506,490	546,810	612,535	654,010	515,480	549,290	11,550,915
Fire	83,000	1,607,000	500,000	290,500	463,500	103,000	2,140,500	214,000	595,000	116,000	293,000	1,350,500	148,000	328,000	233,000	127,500	1,808,500	1,463,000	653,000	188,000	12,705,000
Public Works	270,000	391,000	70,000	663,500	796,000	215,000	115,000	426,000	175,000	611,000	466,000	651,000	336,100	799,500	95,000	285,000	826,000	285,000	100,000	70,000	7,646,100
Parks & Recreation	527,000	381,000	250,000	75,000	299,000	280,500	377,000	15,000	333,000	314,000	374,000	335,000	99,000	78,000	550,000	63,500	187,000	249,000	35,000	44,000	4,866,000
General Facility Improvements	1,842,900	927,750	1,956,095	670,925	876,124	319,000	486,500	1,098,500	223,500	1,382,800	785,000	672,500	554,500	531,500	164,500	593,500	421,500	2,684,500	536,000	11,030,000	27,757,594
Information Technology	832,400	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	832,400
Park Improvements	1,434,000	1,486,500	1,665,000	805,000	940,000	945,000	1,022,500	895,000	663,000	557,500	1,397,000	1,041,000	1,010,000	860,000	640,000	405,000	535,000	1,115,000	560,000	250,000	18,226,500
Street Improvements	2,905,000	2,000,000	3,075,000	3,040,000	1,650,000	1,650,000	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000	1,850,000	1,850,000	1,850,000	1,850,000	1,850,000	1,850,000	1,850,000	1,850,000	39,620,000
Street Lighting	52,500	-	137,500	172,500	262,500	55,000	247,500	615,000	47,500	300,000	75,000	160,000	247,500	255,000	127,500	80,000	52,500	282,500	72,500	-	3,242,500
Pathways (Existing)	233,800	281,300	286,300	466,300	391,300	266,300	356,300	316,300	286,300	296,300	286,300	401,300	396,300	266,300	266,300	396,300	311,300	321,300	336,300	316,300	6,478,500
Community Development	68,000	3,800	1,500	89,000	1,000	1,500	39,800	1,500	1,000	1,000	69,500	3,800	1,500	89,000	1,000	1,500	39,800	1,500	1,000	1,000	417,700
Golf	94,500	82,000	665,000	50,000	134,000	74,500	49,000	17,000	20,000	84,000	48,500	57,000	69,000	108,000	75,000	118,500	64,000	34,000	-	44,000	1,888,000
Recycling	-	750,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	750,000
Water	1,019,000	888,000	354,000	1,834,500	1,111,000	706,000	684,000	1,109,000	2,519,000	1,154,000	1,087,000	1,004,000	1,254,000	1,097,000	1,134,000	1,008,000	1,024,000	1,039,000	1,009,000	1,031,000	22,065,500
Sanitary Sewer	1,159,000	1,598,000	1,539,000	1,649,500	1,746,000	1,110,000	1,154,000	1,121,500	1,069,000	1,054,000	1,204,000	1,292,000	1,224,000	1,061,500	1,244,000	1,173,500	1,079,000	1,704,000	1,454,000	1,096,000	25,732,000
Storm Sewer	1,599,000	1,603,000	1,215,000	1,156,500	1,136,000	1,247,000	1,114,000	1,562,000	1,849,000	1,694,000	1,975,000	1,914,000	2,584,000	1,856,500	2,494,000	1,843,000	2,548,000	2,149,000	2,110,000	2,161,000	35,810,000
Expenditures	\$ 12,898,900	\$ 12,652,890	\$ 12,505,595	\$ 11,617,295	\$ 10,509,459	\$ 7,599,650	\$ 10,191,820	\$ 9,930,800	\$ 10,100,650	\$ 9,905,560	\$ 10,520,335	\$ 11,280,950	\$ 10,506,230	\$ 9,826,450	\$ 9,455,290	\$ 8,866,610	\$ 11,492,635	\$ 13,906,310	\$ 9,306,780	\$ 18,705,090	\$ 221,779,299
Beginning Cash Balance	\$ 20,542,700	\$ 19,789,439	\$ 15,964,802	\$ 15,529,813	\$ 13,801,539	\$ 11,820,535	\$ 12,765,110	\$ 13,078,906	\$ 11,892,986	\$ 12,433,834	\$ 11,435,694	\$ 9,900,709	\$ 7,696,068	\$ 6,282,287	\$ 5,583,773	\$ 5,242,557	\$ 5,448,544	\$ 3,014,497	\$ (1,874,286)	\$ (2,251,719)	
Annual Surplus (deficit)	(753,261)	(3,824,637)	(434,989)	(1,728,274)	(1,981,004)	944,575	313,796	(1,185,921)	540,849	(998,141)	(1,534,985)	(2,204,642)	(1,413,781)	(698,514)	(341,215)	205,987	(2,434,047)	(4,888,782)	(377,433)	1,290,407	
Ending Cash Balance	\$ 19,789,439	\$ 15,964,802	\$ 15,529,813	\$ 13,801,539	\$ 11,820,535	\$ 12,765,110	\$ 13,078,906	\$ 11,892,986	\$ 12,433,834	\$ 11,435,694	\$ 9,900,709	\$ 7,696,068	\$ 6,282,287	\$ 5,583,773	\$ 5,242,557	\$ 5,448,544	\$ 3,014,497	\$ (1,874,286)	\$ (2,251,719)	\$ (961,312)	

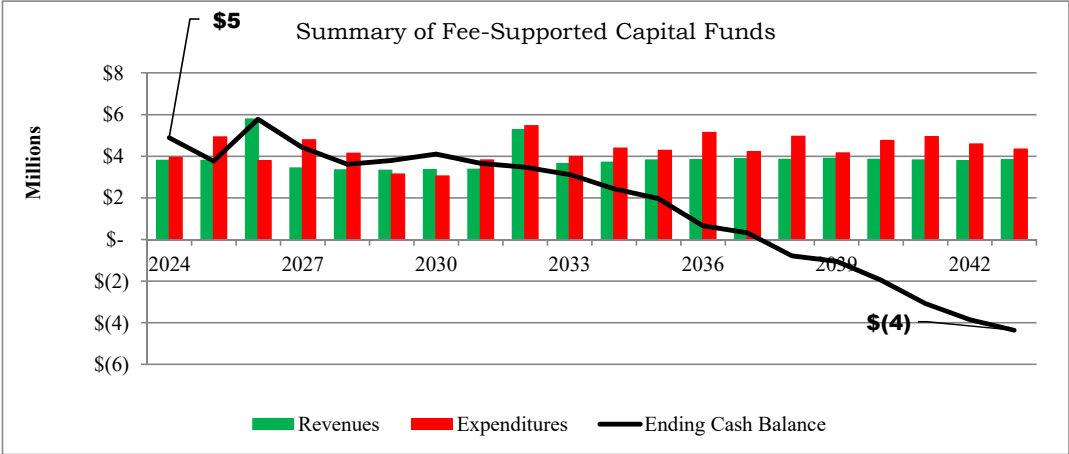


Total Expenditures	\$ 221,779,299
Total Revenues	200,275,287
Total Cash Reserves	20,542,700
Total Funding	\$ 220,817,987
Total Financing Surplus (Gap)	\$ (961,312)

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
Tax Levy: Current	\$ 4,160,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	\$ 4,135,000	
Tax Levy: Add/Sub	(160,000)	140,000	320,000	600,000	730,000	780,000	905,000	905,000	930,000	930,000	980,000	980,000	1,005,000	1,005,000	1,005,000	930,000	930,000	930,000	930,000	930,000	
MSA revenue	1,455,000	275,000	1,425,000	1,390,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other: Assessments & ARPA/A	2,703,461	128,247	147,247	128,247	128,247	128,247	1,928,247	147,247	128,247	19,000	-	-	-	-	19,000	-	19,000	-	-	11,000,000	
Sale of Assets/Internal Loan	30,000	80,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	
Interest Earnings	164,520	271,590	230,595	184,496	176,913	154,072	164,082	162,495	145,351	158,997	140,539	120,973	94,626	89,826	84,782	90,230	104,874	105,615	50,288	68,139	
Revenues	\$ 8,352,981	\$ 5,029,837	\$ 6,287,842	\$ 6,467,743	\$ 5,200,160	\$ 5,227,320	\$ 7,162,329	\$ 5,379,743	\$ 5,368,598	\$ 5,272,997	\$ 5,285,539	\$ 5,265,973	\$ 5,264,626	\$ 5,259,826	\$ 5,273,782	\$ 5,185,230	\$ 5,218,874	\$ 5,200,615	\$ 5,145,288	\$ 16,163,139	\$ 123,012,444
Administration	\$ 16,000	\$ 21,000	\$ 50,000	\$ 21,000	\$ 16,000	\$ 21,000	\$ 60,000	\$ 16,000	\$ 21,000	\$ 16,000	\$ 16,000	\$ 85,000	\$ 16,000	\$ 21,000	\$ 16,000	\$ 16,000	\$ 75,000	\$ 16,000	\$ 16,000	\$ 16,000	
Finance	119,590	-	-	50,000	-	-	-	-	-	-	-	-	-	-	-	300,000	-	-	-	-	
Central Services	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	
Police	584,710	574,040	682,700	524,570	628,535	547,350	537,220	715,500	489,850	516,460	635,535	505,350	657,830	566,650	506,490	546,810	612,535	654,010	515,480	549,290	
Fire	83,000	1,607,000	500,000	290,500	463,500	103,000	2,140,500	214,000	595,000	116,000	293,000	1,350,500	148,000	328,000	233,000	127,500	1,808,500	1,463,000	653,000	188,000	
Public Works	270,000	391,000	70,000	663,500	796,000	215,000	115,000	426,000	175,000	611,000	466,000	651,000	336,100	799,500	95,000	285,000	826,000	285,000	100,000	70,000	
Parks & Recreation	527,000	381,000	250,000	75,000	299,000	280,500	377,000	15,000	333,000	314,000	374,000	335,000	99,000	78,000	550,000	63,500	187,000	249,000	35,000	44,000	
General Facility Improvements	1,842,900	927,750	1,956,095	670,925	876,124	319,000	486,500	1,098,500	223,500	1,382,800	785,000	672,500	554,500	531,500	164,500	593,500	421,500	2,684,500	536,000	11,030,000	
Information Technology	832,400	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Park Improvements	1,434,000	1,486,500	1,665,000	805,000	940,000	945,000	1,022,500	895,000	663,000	557,500	1,397,000	1,041,000	1,010,000	860,000	640,000	405,000	535,000	1,115,000	560,000	250,000	
Street Improvements	2,905,000	2,000,000	3,075,000	3,040,000	1,650,000	1,650,000	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000	1,850,000	1,850,000	1,850,000	1,850,000	1,850,000	1,850,000	1,850,000	1,850,000	
Street Lighting	52,500	-	137,500	172,500	262,500	55,000	247,500	615,000	47,500	300,000	75,000	160,000	247,500	255,000	127,500	80,000	52,500	282,500	72,500	-	
Pathways (Existing)	233,800	281,300	286,300	466,300	391,300	266,300	356,300	316,300	286,300	296,300	286,300	401,300	396,300	266,300	266,300	396,300	311,300	321,300	336,300	316,300	
Expenditures	\$ 8,959,400	\$ 7,728,090	\$ 8,731,095	\$ 6,837,795	\$ 6,381,459	\$ 4,460,650	\$ 7,151,020	\$ 6,119,800	\$ 4,642,650	\$ 5,918,560	\$ 6,136,335	\$ 7,010,150	\$ 5,373,730	\$ 5,614,450	\$ 4,507,290	\$ 4,722,110	\$ 6,737,835	\$ 8,978,810	\$ 4,732,780	\$ 14,372,090	\$ 135,116,099
Beginning Cash Balance	\$15,502,946	\$14,896,527	\$ 12,198,274	\$ 9,755,022	\$ 9,384,970	\$ 8,203,671	\$ 8,970,341	\$ 8,981,650	\$ 8,241,593	\$ 8,967,541	\$ 8,321,977	\$ 7,471,182	\$ 5,727,005	\$ 5,617,901	\$ 5,263,277	\$ 6,029,769	\$ 6,492,890	\$ 4,973,929	\$ 1,195,734	\$ 1,608,243	
Annual Surplus (deficit)	(606,419)	(2,698,253)	(2,443,253)	(370,052)	(1,181,299)	766,670	11,309	(740,057)	725,948	(645,563)	(850,796)	(1,744,177)	(109,104)	(354,624)	766,492	463,120	(1,518,961)	(3,778,195)	412,508	1,791,049	
Ending Cash Balance	\$14,896,527	\$12,198,274	\$ 9,755,022	\$ 9,384,970	\$ 8,203,671	\$ 8,970,341	\$ 8,981,650	\$ 8,241,593	\$ 8,967,541	\$ 8,321,977	\$ 7,471,182	\$ 5,727,005	\$ 5,617,901	\$ 5,263,277	\$ 6,029,769	\$ 6,492,890	\$ 4,973,929	\$ 1,195,734	\$ 1,608,243	\$ 3,399,291	



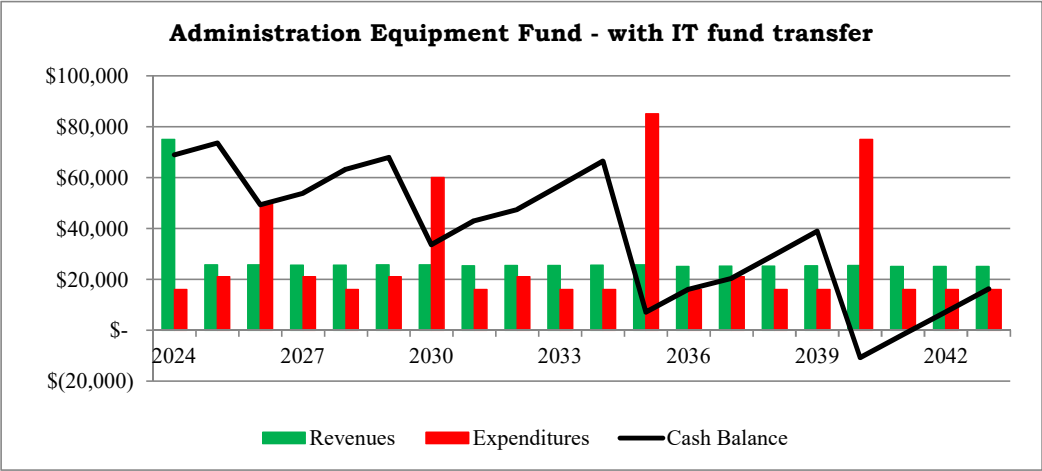
	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
Tax Levy: current	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tax Levy: Add/Sub	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fees, Permits, MSA, AH	3,006,000	3,378,600	3,084,208	3,128,065	3,135,430	3,196,000	3,246,000	3,296,000	3,396,000	3,496,000	3,596,000	3,696,000	3,696,000	3,696,000	3,696,000	3,696,000	3,696,000	3,696,000	3,696,000	3,696,000	3,696,000
Grants, Transfers, Debt Issued	733,100	362,000	2,656,909	210,000	134,000	74,500	49,000	17,000	1,830,000	84,000	48,500	57,000	69,000	108,000	75,000	118,500	64,000	34,000	-	-	44,000
Sale of Assets/Debt Issuance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earnings	53,558	57,816	41,647	83,213	58,866	46,405	48,287	52,137	46,900	54,423	55,311	57,336	62,823	64,110	69,293	72,866	79,713	86,913	88,058	92,358	
Revenues	\$ 3,792,658	\$ 3,798,416	\$ 5,782,764	\$ 3,421,277	\$ 3,328,295	\$ 3,316,905	\$ 3,343,287	\$ 3,365,137	\$ 5,272,900	\$ 3,634,423	\$ 3,699,811	\$ 3,810,336	\$ 3,827,823	\$ 3,868,110	\$ 3,840,293	\$ 3,887,366	\$ 3,839,713	\$ 3,816,913	\$ 3,784,058	\$ 3,832,358	\$ 77,262,843
Community Development	68,000	3,800	1,500	89,000	1,000	1,500	39,800	1,500	1,000	1,000	69,500	3,800	1,500	89,000	1,000	1,500	39,800	1,500	1,000	1,000	
Water	1,019,000	888,000	354,000	1,834,500	1,111,000	706,000	684,000	1,109,000	2,519,000	1,154,000	1,087,000	1,004,000	1,254,000	1,097,000	1,134,000	1,008,000	1,024,000	1,039,000	1,009,000	1,031,000	
Sanitary Sewer	1,159,000	1,598,000	1,539,000	1,649,500	1,746,000	1,110,000	1,154,000	1,121,500	1,069,000	1,054,000	1,204,000	1,292,000	1,224,000	1,061,500	1,244,000	1,173,500	1,079,000	1,704,000	1,454,000	1,096,000	
Storm Sewer	1,599,000	1,603,000	1,215,000	1,156,500	1,136,000	1,247,000	1,114,000	1,562,000	1,849,000	1,694,000	1,975,000	1,914,000	2,584,000	1,856,500	2,494,000	1,843,000	2,548,000	2,149,000	2,110,000	2,161,000	
Recycling	-	750,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Golf	94,500	82,000	665,000	50,000	134,000	74,500	49,000	17,000	20,000	84,000	48,500	57,000	69,000	108,000	75,000	118,500	64,000	34,000	-	44,000	
Expenditures	\$ 3,939,500	\$ 4,924,800	\$ 3,774,500	\$ 4,779,500	\$ 4,128,000	\$ 3,139,000	\$ 3,040,800	\$ 3,811,000	\$ 5,458,000	\$ 3,987,000	\$ 4,384,000	\$ 4,270,800	\$ 5,132,500	\$ 4,212,000	\$ 4,948,000	\$ 4,144,500	\$ 4,754,800	\$ 4,927,500	\$ 4,574,000	\$ 4,333,000	\$ 86,663,200
Beginning Cash Balance	\$ 5,039,754	\$ 4,892,912	\$ 3,766,527	\$ 5,774,791	\$ 4,416,569	\$ 3,616,864	\$ 3,794,769	\$ 4,097,256	\$ 3,651,393	\$ 3,466,294	\$ 3,113,716	\$ 2,429,527	\$ 1,969,063	\$ 664,386	\$ 320,495	\$ (787,212)	\$ (1,044,346)	\$ (1,959,433)	\$ (3,070,020)	\$ (3,859,961)	
Annual Surplus (deficit)	(146,842)	(1,126,384)	2,008,264	(1,358,223)	(799,705)	177,905	302,487	(445,863)	(185,100)	(352,577)	(684,189)	(460,464)	(1,304,677)	(343,890)	(1,107,707)	(257,134)	(915,087)	(1,110,587)	(789,942)	(500,642)	
Ending Cash Balance	\$ 4,892,912	\$ 3,766,527	\$ 5,774,791	\$ 4,416,569	\$ 3,616,864	\$ 3,794,769	\$ 4,097,256	\$ 3,651,393	\$ 3,466,294	\$ 3,113,716	\$ 2,429,527	\$ 1,969,063	\$ 664,386	\$ 320,495	\$ (787,212)	\$ (1,044,346)	\$ (1,959,433)	\$ (3,070,020)	\$ (3,859,961)	\$ (4,360,603)	



	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>	<u>2035</u>	<u>2036</u>	<u>2037</u>	<u>2038</u>	<u>2039</u>	<u>2040</u>	<u>2041</u>	<u>2042</u>	<u>2043</u>	
Tax Levy: Current	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	
Tax Levy: Add/Sub	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	
Other/Transfer In	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Interest Earnings	-	689	736	493	538	633	680	336	430	474	569	664	71	162	203	295	388	-	-	72	
Revenues	\$ 75,000	\$ 25,689	\$ 25,736	\$ 25,493	\$ 25,538	\$ 25,633	\$ 25,680	\$ 25,336	\$ 25,430	\$ 25,474	\$ 25,569	\$ 25,664	\$ 25,071	\$ 25,162	\$ 25,203	\$ 25,295	\$ 25,388	\$ 25,000	\$ 25,000	\$ 25,072	\$ 557,433
Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Equipment	16,000	16,000	50,000	16,000	16,000	21,000	60,000	16,000	16,000	16,000	16,000	85,000	16,000	16,000	16,000	16,000	75,000	16,000	16,000	16,000	
Furniture & Fixtures	-	5,000	-	5,000	-	-	-	-	5,000	-	-	-	-	5,000	-	-	-	-	-	-	
Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Improvements	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Expenditures	\$ 16,000	\$ 21,000	\$ 50,000	\$ 21,000	\$ 16,000	\$ 21,000	\$ 60,000	\$ 16,000	\$ 21,000	\$ 16,000	\$ 16,000	\$ 85,000	\$ 16,000	\$ 21,000	\$ 16,000	\$ 16,000	\$ 75,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 551,000
Beginning Cash Balance	\$ 9,867	\$ 68,867	\$ 73,556	\$ 49,291	\$ 53,784	\$ 63,322	\$ 67,955	\$ 33,635	\$ 42,971	\$ 47,401	\$ 56,875	\$ 66,444	\$ 7,108	\$ 16,179	\$ 20,341	\$ 29,544	\$ 38,840	\$ (10,772)	\$ (1,772)	\$ 7,228	
Annual Surplus (deficit)	59,000	4,689	(24,264)	4,493	9,538	4,633	(34,320)	9,336	4,430	9,474	9,569	(59,336)	9,071	4,162	9,203	9,295	(49,612)	9,000	9,000	9,072	
Cash Balance	\$ 68,867	\$ 73,556	\$ 49,291	\$ 53,784	\$ 63,322	\$ 67,955	\$ 33,635	\$ 42,971	\$ 47,401	\$ 56,875	\$ 66,444	\$ 7,108	\$ 16,179	\$ 20,341	\$ 29,544	\$ 38,840	\$ (10,772)	\$ (1,772)	\$ 7,228	\$ 16,300	

Cash Balance (Year-End) *	\$ 6,867	2022
Planned CIP Surplus/Deficit	3,000	2023
Adjust for Delayed CIP Items	-	2023
Cash Balance (Beg. Year)	\$ 9,867	2024

* Current Assets - Current Liabilities



Expenditure Detail

Key	Description	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>	<u>2035</u>	<u>2036</u>	<u>2037</u>	<u>2038</u>	<u>2039</u>	<u>2040</u>	<u>2041</u>	<u>2042</u>	<u>2043</u>	
E	Voting Equipment	\$ 16,000	16,000	50,000	16,000	16,000	16,000	60,000	16,000	16,000	\$ 16,000	16,000	75,000	16,000	16,000	16,000	16,000	75,000	16,000	16,000	16,000	\$ 516,000
E	Software				-		5,000	-	-	-	-	-	10,000	-	-	-	-					15,000
F	Office Equipment		5,000		5,000					5,000					5,000							20,000
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		\$ 16,000	\$ 21,000	\$ 50,000	\$ 21,000	\$ 16,000	\$ 21,000	\$ 60,000	\$ 16,000	\$ 21,000	\$ 16,000	\$ 16,000	\$ 85,000	\$ 16,000	\$ 21,000	\$ 16,000	\$ 16,000	\$ 75,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 551,000

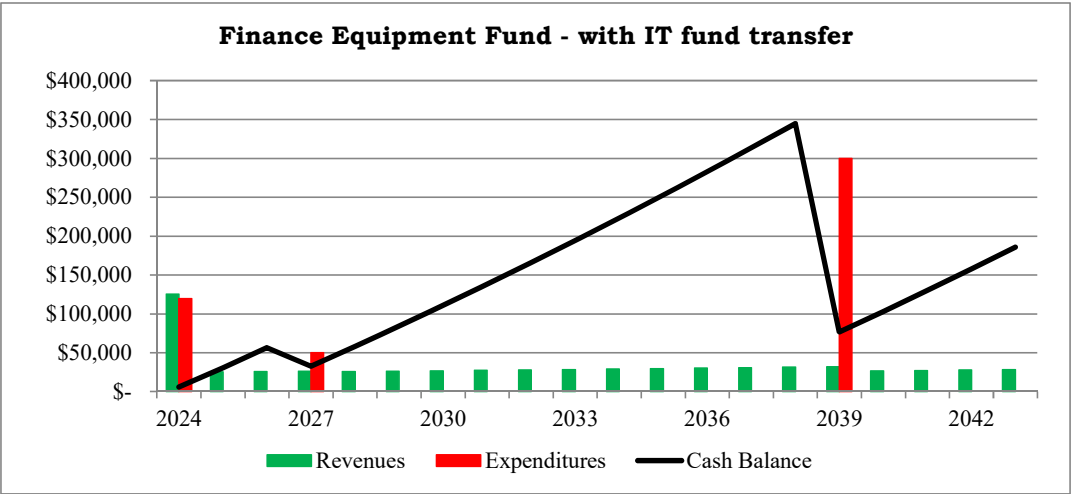
Comments:

- 2025
- \$5,000 New standing desk, chairs, miscellaneous (intern/ staff)
- 2026
- \$50,000 Voting equipment new purchase by county (pushed to 2026)
- 2030
- \$75,000 (Reduced)Voting equipment new purchase by county

	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>	<u>2035</u>	<u>2036</u>	<u>2037</u>	<u>2038</u>	<u>2039</u>	<u>2040</u>	<u>2041</u>	<u>2042</u>	<u>2043</u>	
Tax Levy: Current	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	
Tax Levy: Add/Sub	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other/Transfer In	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Interest Earnings	500	114	616	1,129	651	1,164	1,687	2,221	2,766	3,321	3,887	4,465	5,054	5,655	6,269	6,894	1,532	2,062	2,604	3,156	
Revenues	\$ 125,500	\$ 25,114	\$ 25,616	\$ 26,129	\$ 25,651	\$ 26,164	\$ 26,687	\$ 27,221	\$ 27,766	\$ 28,321	\$ 28,887	\$ 29,465	\$ 30,054	\$ 30,655	\$ 31,269	\$ 31,894	\$ 26,532	\$ 27,062	\$ 27,604	\$ 28,156	\$ 655,747
Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Equipment	119,590	-	-	50,000	-	-	-	-	-	-	-	-	-	-	-	300,000	-	-	-	-	
Furniture & Fixtures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Improvements	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Expenditures	\$ 119,590	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 469,590
Beginning Cash Balance	\$ (215)	\$ 5,695	\$ 30,809	\$ 56,425	\$ 32,554	\$ 58,205	\$ 84,369	\$ 111,056	\$ 138,277	\$ 166,043	\$ 194,364	\$ 223,251	\$ 252,716	\$ 282,770	\$ 313,426	\$ 344,694	\$ 76,588	\$ 103,120	\$ 130,182	\$ 157,786	
Annual Surplus (deficit)	5,910	25,114	25,616	(23,871)	25,651	26,164	26,687	27,221	27,766	28,321	28,887	29,465	30,054	30,655	31,269	(268,106)	26,532	27,062	27,604	28,156	
Cash Balance	\$ 5,695	\$ 30,809	\$ 56,425	\$ 32,554	\$ 58,205	\$ 84,369	\$ 111,056	\$ 138,277	\$ 166,043	\$ 194,364	\$ 223,251	\$ 252,716	\$ 282,770	\$ 313,426	\$ 344,694	\$ 76,588	\$ 103,120	\$ 130,182	\$ 157,786	\$ 185,942	

Cash Balance (Year-End) *	\$ 154,695	2022
Planned CIP Surplus/Deficit	(274,500)	2023
Adjust for Delayed CIP Items	119,590	2023
Cash Balance (Beg. Year)	\$ (215)	2024

* Current Assets - Current Liabilities



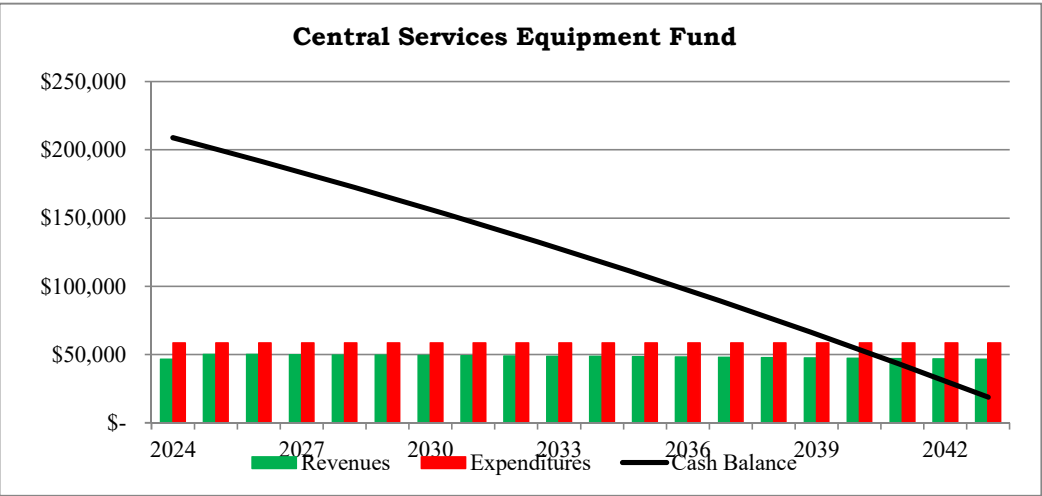
Expenditure Detail

Key	Description	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>	<u>2035</u>	<u>2036</u>	<u>2037</u>	<u>2038</u>	<u>2039</u>	<u>2040</u>	<u>2041</u>	<u>2042</u>	<u>2043</u>
E	Financial Software: Upgrade	\$ 119,590	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -
E	Budget Software	-	-	-	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		\$ 119,590	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -

		<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>	<u>2035</u>	<u>2036</u>	<u>2037</u>	<u>2038</u>	<u>2039</u>	<u>2040</u>	<u>2041</u>	<u>2042</u>	<u>2043</u>	
Tax Levy: Current		\$ 71,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	
Tax Levy: Add/Sub		(25,000)																				
Other		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Sale of Assets		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Interest Earnings		500	4,177	4,011	3,841	3,668	3,491	3,311	3,127	2,940	2,748	2,553	2,354	2,151	1,944	1,733	1,518	1,298	1,074	846	613	
Revenues	\$	46,500	\$ 50,177	\$ 50,011	\$ 49,841	\$ 49,668	\$ 49,491	\$ 49,311	\$ 49,127	\$ 48,940	\$ 48,748	\$ 48,553	\$ 48,354	\$ 48,151	\$ 47,944	\$ 47,733	\$ 47,518	\$ 47,298	\$ 47,074	\$ 46,846	\$ 46,613	\$ 967,899
Vehicles	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment		58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500	58,500
Furniture & Fixtures		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Buildings		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Improvements		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Expenditures	\$	58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 1,170,000
Beginning Cash Balance	\$	220,853	\$ 208,853	\$ 200,530	\$ 192,041	\$ 183,381	\$ 174,549	\$ 165,540	\$ 156,351	\$ 146,978	\$ 137,417	\$ 127,666	\$ 117,719	\$ 107,574	\$ 97,225	\$ 86,669	\$ 75,903	\$ 64,921	\$ 53,719	\$ 42,294	\$ 30,640	
Annual Surplus (deficit)		(12,000)	(8,323)	(8,489)	(8,659)	(8,832)	(9,009)	(9,189)	(9,373)	(9,560)	(9,752)	(9,947)	(10,146)	(10,349)	(10,556)	(10,767)	(10,982)	(11,202)	(11,426)	(11,654)	(11,887)	
Cash Balance	\$	208,853	\$ 200,530	\$ 192,041	\$ 183,381	\$ 174,549	\$ 165,540	\$ 156,351	\$ 146,978	\$ 137,417	\$ 127,666	\$ 117,719	\$ 107,574	\$ 97,225	\$ 86,669	\$ 75,903	\$ 64,921	\$ 53,719	\$ 42,294	\$ 30,640	\$ 18,752	

Cash Balance (Year-End)	\$ 207,068	2022
Planned CIP Surplus/Deficit	13,785	2023
Adjust for Delayed CIP Items	-	2023
Cash Balance (Beg. Year)	\$ 220,853	2024

* Current Assets - Current Liabilities



Expenditure Detail

Key	Description	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>	<u>2035</u>	<u>2036</u>	<u>2037</u>	<u>2038</u>	<u>2039</u>	<u>2040</u>	<u>2041</u>	<u>2042</u>	<u>2043</u>	
E	Postage Machine Lease	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 90,000
E	Copier/Printer/Scanner Lease	54,000	54,000	54,000	54,000	54,000	54,000	54,000	54,000	54,000	54,000	54,000	54,000	54,000	54,000	54,000	54,000	54,000	54,000	54,000	54,000	1,080,000
	(adjusted to 5 year average	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 58,500	\$ 1,170,000

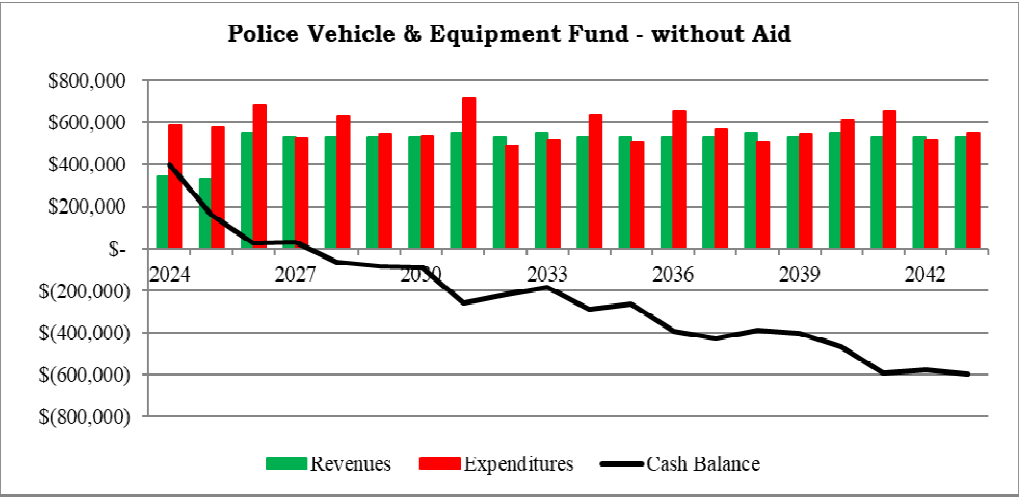
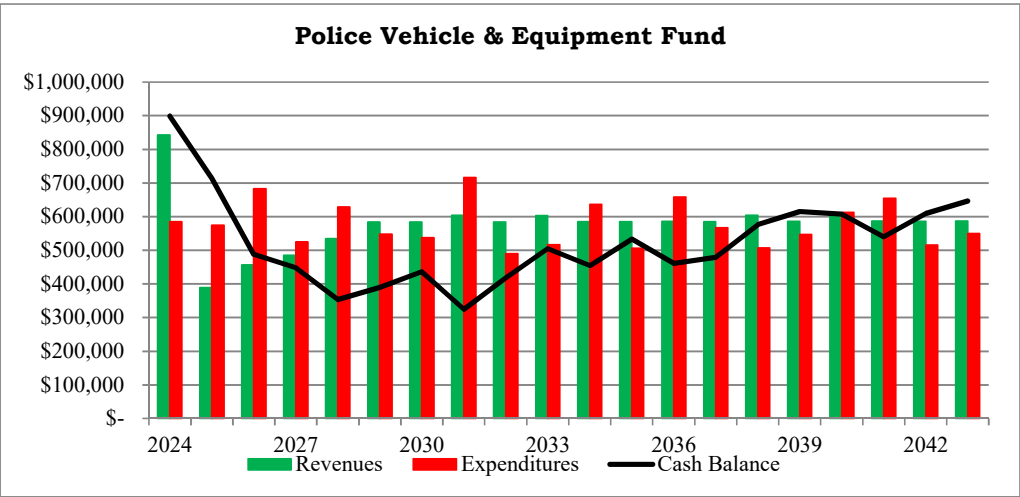
City of Roseville
Capital Improvement Plan: **Police Vehicle & Equipment Fund (400)**
2024-2043

Updated 8/9/2023

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
Tax Levy: Current	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	
Tax Levy: Add/Sub	-	50,000	100,000	150,000	200,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	
Other: Donations/ARPA/Aid	509,000	-	19,000	-	-	-	-	19,000	-	19,000	-	-	-	-	19,000	-	19,000	-	-	-	
Sale of Assets	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	
Interest Earnings	3,500	8,991	7,141	4,875	4,478	3,538	3,900	4,366	3,245	4,179	5,046	4,541	5,333	4,608	4,788	5,761	6,150	6,076	5,397	6,096	
Revenues	\$ 842,500	\$ 388,991	\$ 456,141	\$ 484,875	\$ 534,478	\$ 583,538	\$ 583,900	\$ 603,366	\$ 583,245	\$ 603,179	\$ 585,046	\$ 584,541	\$ 585,333	\$ 584,608	\$ 603,788	\$ 585,761	\$ 605,150	\$ 586,076	\$ 585,397	\$ 586,096	\$11,556,010
Vehicles	\$ 450,000	\$ 459,000	\$ 404,000	\$ 404,000	\$ 459,000	\$ 450,000	\$ 419,000	\$ 459,000	\$ 404,000	\$ 404,000	\$ 505,000	\$ 404,000	\$ 404,000	\$ 474,000	\$ 404,000	\$ 450,000	\$ 459,000	\$ 404,000	\$ 404,000	\$ 459,000	
Equipment	129,610	103,640	273,600	115,470	152,935	85,950	113,120	245,100	80,750	107,360	113,935	89,950	248,730	81,250	97,390	91,710	136,935	244,910	106,380	78,890	
Furniture & Fixtures	5,100	11,400	5,100	5,100	16,600	11,400	5,100	11,400	5,100	5,100	16,600	11,400	5,100	11,400	5,100	5,100	16,600	5,100	5,100	11,400	
Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Improvements	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Expenditures	\$ 584,710	\$ 574,040	\$ 682,700	\$ 524,570	\$ 628,535	\$ 547,350	\$ 537,220	\$ 715,500	\$ 489,850	\$ 516,460	\$ 635,535	\$ 505,350	\$ 657,830	\$ 566,650	\$ 506,490	\$ 546,810	\$ 612,535	\$ 654,010	\$ 515,480	\$ 549,290	\$11,550,915
Beginning Cash Balance	\$ 641,337	\$ 899,127	\$ 714,078	\$ 487,519	\$ 447,824	\$ 353,767	\$ 389,955	\$ 436,635	\$ 324,501	\$ 417,896	\$ 504,615	\$ 454,126	\$ 533,317	\$ 460,821	\$ 478,779	\$ 576,077	\$ 615,027	\$ 607,643	\$ 539,709	\$ 609,626	
Annual Surplus (deficit)	257,790	(185,049)	(226,559)	(39,695)	(94,057)	36,188	46,680	(112,134)	93,395	86,719	(50,489)	79,191	(72,497)	17,958	97,298	38,951	(7,385)	(67,934)	69,917	36,806	
Cash Balance	\$ 899,127	\$ 714,078	\$ 487,519	\$ 447,824	\$ 353,767	\$ 389,955	\$ 436,635	\$ 324,501	\$ 417,896	\$ 504,615	\$ 454,126	\$ 533,317	\$ 460,821	\$ 478,779	\$ 576,077	\$ 615,027	\$ 607,643	\$ 539,709	\$ 609,626	\$ 646,432	

Cash Balance (Year-End) *	\$ 420,837	2022
Planned CIP Surplus/Deficit	220,500	2023
Adjust for Delayed CIP Items		2023
Cash Balance (Beg. Year)	\$ 641,337	2024

* Current Assets - Current Liabilities



	536,610
minor	48,100

Expenditure Detail

Key	Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
V	Marked squad cars (5 / yr)	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 4,000,000
V	Unmarked vehicles (2 / yr)	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	1,600,000
V	CSO Vehicle	-	40,000	-	-	40,000	-	-	40,000	-	-	40,000	-	-	40,000	-	-	40,000	-	-	40,000	280,000
V	Community relations/ Admin Vehic	40,000	-	-	-	-	40,000	-	-	-	-	40,000	-	-	-	-	40,000	-	-	-	-	160,000
V	Squad conversion, seats, control bo:	130,000	139,000	124,000	124,000	139,000	130,000	124,000	139,000	124,000	124,000	145,000	124,000	124,000	139,000	124,000	130,000	139,000	124,000	124,000	139,000	2,609,000
V	Park Patrol vehicle	-	-	-	-	-	-	15,000	-	-	-	-	-	-	15,000	-	-	-	-	-	-	30,000
V	Radar Units (2/yr)	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	132,000
V	Stop Sticks (4/yr)	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	44,000
E	Computer/ Electronic Equipment	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	180,000
E	Computer replacements for fleet	-	-	150,000	-	-	-	-	150,000	-	-	-	-	150,000	-	-	-	-	150,000	-	-	600,000
E	Cell phones/computer devices (A'dc	5,645	-	-	5,645	-	-	5,645	-	-	5,645	-	-	5,645	-	-	5,645	-	-	5,645	-	39,515
E	Printer replacements for fleet	-	-	7,210	7,210	-	-	-	7,210	7,210	-	-	-	7,210	7,210	-	-	-	7,210	7,210	-	57,680
E	Speed notification unit	-	-	-	-	10,000	-	-	-	-	10,000	-	-	-	-	10,000	-	-	-	-	10,000	40,000
E	GPS Devices	-	-	-	5,150	-	-	-	-	5,150	-	-	-	-	5,150	-	-	-	-	5,150	-	20,600
E	New K-9	9,000	-	19,000	-	-	-	-	19,000	-	19,000	-	-	-	-	19,000	-	19,000	-	-	-	104,000
E	Non-lethal weapons	12,000	12,000	12,000	12,000	53,000	12,000	12,000	12,000	12,000	12,000	53,000	12,000	12,000	12,000	12,000	12,000	53,000	12,000	12,000	12,000	363,000
E	Long guns replacement	-	-	-	-	-	18,000	18,000	-	-	-	-	18,000	18,000	-	-	-	-	18,000	18,000	-	108,000

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
E Long gun parts (squads)	3,090	3,090	3,090	3,090	3,090	-	-	3,090	3,090	3,090	3,090	-	-	3,090	3,090	3,090	3,090	-	-	3,090	43,260
E Sidearms (officers)	-	-	-	-	-	-	17,600	-	-	-	-	-	-	-	-	17,600	-	-	-	-	35,200
E Sidearm parts (officers)	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	120,000
E Tactical gear	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	200,000
E IBIS Fingerprinting Equipment	-	3,000	-	-	3,000	-	-	3,000	-	-	3,000	-	-	3,000	-	-	3,000	-	-	3,000	21,000
E Crime scene equipment	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	60,000
E Fitness Room Equipment	-	1,750	-	-	-	-	-	-	-	1,750	-	-	-	-	-	-	-	1,750	-	-	5,250
E K-9 Training Equipment	-	-	-	-	1,545	-	-	-	-	-	1,545	-	-	-	-	-	1,545	-	-	-	4,635
E Body Worn Camera Equipment	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	20,000
E Digital Interview Room Equipment	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	15,000
E Evidence Room	2,575	-	-	2,575	-	-	2,575	-	-	2,575	-	-	2,575	-	-	2,575	-	-	2,575	-	18,025
E Report Room Monitors	2,500	-	2,500	-	2,500	-	2,500	-	2,500	-	2,500	-	2,500	-	2,500	-	2,500	-	2,500	-	25,000
E Roll Call Equipment	-	4,000	-	-	-	-	4,000	-	-	-	-	4,000	-	-	-	-	4,000	-	-	-	16,000
E Investigation Conf. Room	-	-	-	-	-	-	-	-	-	2,500	-	-	-	-	-	-	-	-	2,500	-	5,000
E Defibrillators	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	40,000
E Shredder	-	-	-	-	-	5,150	-	-	-	-	-	5,150	-	-	-	-	-	5,150	-	-	15,450
E Radio Equipment	40,000	40,000	40,000	40,000	40,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	365,000
F Office furniture	2,100	2,100	2,100	2,100	2,100	8,400	2,100	2,100	2,100	2,100	2,100	8,400	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	54,600
F Patrol area cubicles	-	-	-	-	9,500	-	-	-	-	-	9,500	-	-	-	-	-	9,500	-	-	-	28,500
F Window treatments	-	6,300	-	-	-	-	-	6,300	-	-	-	-	-	6,300	-	-	-	-	-	6,300	25,200
F Appliances	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	60,000
F Detention Room	-	-	-	-	2,000	-	-	-	-	-	2,000	-	-	-	-	-	2,000	-	-	-	6,000
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	\$ 584,710	\$ 574,040	\$ 682,700	\$ 524,570	\$ 628,535	\$ 547,350	\$ 537,220	\$ 715,500	\$ 489,850	\$ 516,460	\$ 635,535	\$ 505,350	\$ 657,830	\$ 566,650	\$ 506,490	\$ 546,810	\$ 612,535	\$ 654,010	\$ 515,480	\$ 549,290	\$11,550,915

City of Roseville
Capital Improvement Plan: **Fire Vehicle & Equipment Fund (401)**
2024-2043

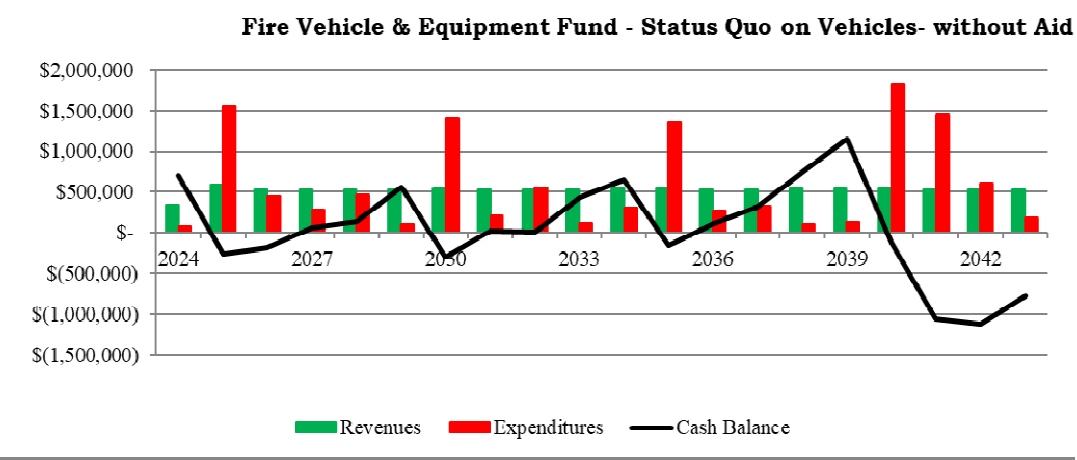
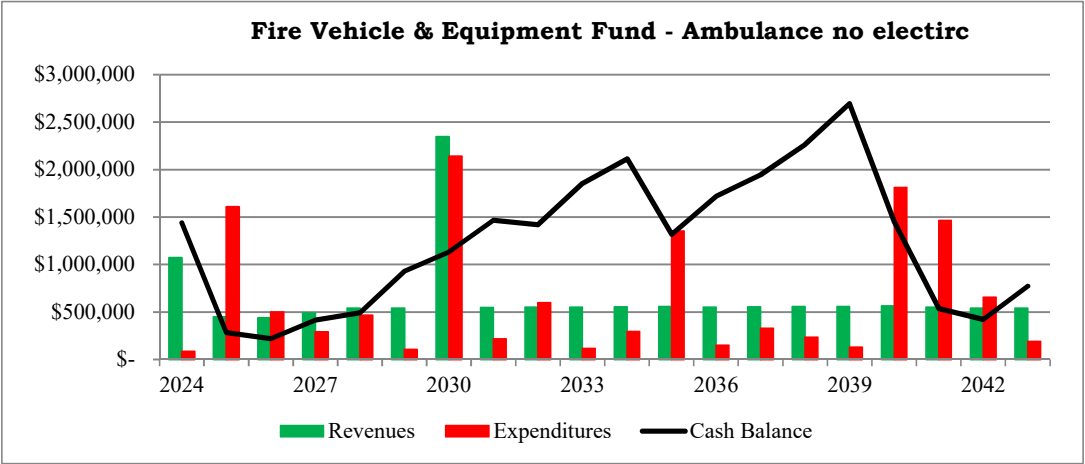
Updated 8/9/2023

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
Tax Levy: Current	\$ 335,000	\$ 335,000	\$ 335,000	\$ 335,000	\$ 335,000	\$ 335,000	\$ 335,000	\$ 335,000	\$ 335,000	\$ 335,000	\$ 335,000	\$ 335,000	\$ 335,000	\$ 335,000	\$ 335,000	\$ 335,000	\$ 335,000	\$ 335,000	\$ 335,000	\$ 335,000	
Tax Levy: Add/Sub	-	50,000	100,000	150,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	
Other/AID/Debt/Trf IN	733,214	-	-	-	-	-	1,800,000	-	-	-	-	-	-	-	-	-	-	-	-	-	
Sale of Assets	-	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Interest Earnings	5,000	14,392	2,816	2,194	4,161	4,918	9,287	11,325	14,648	14,195	18,527	21,132	13,188	17,190	19,432	22,646	26,948	14,482	5,347	4,221	
Revenues	\$ 1,073,214	\$ 449,392	\$ 437,816	\$ 487,194	\$ 539,161	\$ 539,918	\$ 2,344,287	\$ 546,325	\$ 549,648	\$ 549,195	\$ 553,527	\$ 556,132	\$ 548,188	\$ 552,190	\$ 554,432	\$ 557,646	\$ 561,948	\$ 549,482	\$ 540,347	\$ 539,221	\$13,029,263
Vehicles	\$ -	\$ 1,440,000	\$ 315,000	\$ 65,000	\$ 125,000	\$ 65,000	\$ 1,865,000	\$ 65,000	\$ 315,000	\$ 67,500	\$ 245,000	\$ 1,127,500	\$ 45,000	\$ 70,000	\$ 125,000	\$ 70,000	\$ 1,305,000	\$ 1,370,000	\$ 315,000	\$ 70,000	
Equipment	73,000	154,500	130,000	220,500	323,500	33,000	244,500	144,000	280,000	48,500	23,000	201,000	83,000	258,000	99,000	52,500	476,500	93,000	283,000	113,000	
Furniture & Fixtures	10,000	12,500	55,000	5,000	15,000	5,000	31,000	5,000	-	-	25,000	22,000	20,000	-	9,000	5,000	27,000	-	55,000	5,000	
Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Improvements	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Expenditures	\$ 83,000	\$ 1,607,000	\$ 500,000	\$ 290,500	\$ 463,500	\$ 103,000	\$ 2,140,500	\$ 214,000	\$ 595,000	\$ 116,000	\$ 293,000	\$ 1,350,500	\$ 148,000	\$ 328,000	\$ 233,000	\$ 127,500	\$ 1,808,500	\$ 1,463,000	\$ 653,000	\$ 188,000	\$12,705,000
Beginning Cash Balance	\$ 449,011	\$ 1,439,225	\$ 281,617	\$ 219,433	\$ 416,128	\$ 491,789	\$ 928,707	\$ 1,132,494	\$ 1,464,819	\$ 1,419,467	\$ 1,852,662	\$ 2,113,188	\$ 1,318,820	\$ 1,719,008	\$ 1,943,199	\$ 2,264,631	\$ 2,694,777	\$ 1,448,225	\$ 534,707	\$ 422,054	
Annual Surplus (deficit)	990,214	(1,157,608)	(62,184)	196,694	75,661	436,918	203,787	332,325	(45,352)	433,195	260,527	(794,368)	400,188	224,190	321,432	430,146	(1,246,552)	(913,518)	(112,653)	351,221	
Cash Balance	\$ 1,439,225	\$ 281,617	\$ 219,433	\$ 416,128	\$ 491,789	\$ 928,707	\$ 1,132,494	\$ 1,464,819	\$ 1,419,467	\$ 1,852,662	\$ 2,113,188	\$ 1,318,820	\$ 1,719,008	\$ 1,943,199	\$ 2,264,631	\$ 2,694,777	\$ 1,448,225	\$ 534,707	\$ 422,054	\$ 773,274	

Cash Balance (Year-End) *	\$ 330,311	2022
Planned CIP Surplus/Deficit	118,700	2023
Adjust for Prepaid CIP Items**	-	2023
Cash Balance (Beg. Year)	\$ 449,011	2024

* Current Assets - Current Liabilities

no electric vehicles



Expenditure Detail

Key	Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
V	Staffed engine replacement	\$ -	\$ 1,060,000	\$ -	\$ -	\$ -	\$ -	\$ 1,800,000	\$ -	\$ -	\$ -	\$ -	\$ 1,060,000	\$ -	\$ -	\$ -	\$ -	\$ 1,060,000			\$ -	4,980,000
V	Medical Response Unit 1-alternate	-	315,000	-						315,000								245,000				875,000
V	Medical Response Unit 2-alternate					125,000																250,000
V	Medical Response Unit 3-alternate	-	-	315,000	-	-	-	-				245,000								315,000		875,000
V	Utility-foam transport/trailer	-	-	-	-	-	-	65,000	-	-	-	-	-	-	-	-	-	-	-	-	-	65,000
V	Ladder truck	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,300,000	-	-	1,300,000
V	Command Response Vehicle	-	65,000	-	65,000	-	65,000	-	65,000	-	67,500	-	67,500	-	70,000	-	70,000	-	70,000	-	70,000	675,000
V	Rescue boat	-	-	-	-	-	-	-	-	-	-	-	-	45,000	-	-	-	-	-	-	-	45,000
E	Exercise room-fitness equipment	-			6,500			18,000					6,500					18,000				49,000
E	Records Management System (RMS)							40,000					45,000					50,000				135,000
E	Self contained breathing apparatus	-	-	-		285,000	-	-	-	-	-	-	-	-	-	-	-	285,000	-	-	-	570,000
E	Ventilation fans	-	-	-	-	-	-	8,000	-	-	-	-	-	-	-	9,000	-	-	-	-	-	17,000
E	Power equipment	-	-	-	15,000	-	-	-	-	10,000	-	-	-	-	12,000	-	-	-	-	12,000	-	49,000
E	Personal Protective Equipment	55,000	55,000	55,000	-	-	-	90,000	55,000	55,000	-	-	-	55,000	55,000	55,000	-	-	55,000	55,000	55,000	695,000
E	Cardiac Monitoring and Response I	-	-	-	150,000	-	-	-	-	185,000	-	-	-	-	150,000	-	-	-	-	185,000	-	670,000
E	Medical bags and O2 bags	-	-	7,000	-	-	-	-	-	7,000	-	-	-	-	8,000	-	-	-	-	8,000	-	30,000
E	Training equipment	-	-	-	-	3,500	-	-	-	-	3,500	-	-	-	-	-	3,500	-	-	-	-	10,500

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
E Camera to assist with rescue/firefigl	-	6,500	-	-	-	-	6,500	-	-	-	-	6,500	-	-	-	-	6,500	-	-	-	26,000
E Portable and mobile radios	18,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	20,000	452,000
E Emergency Mgmt Preparedness	-	-	40,000	-	-	-	-	35,000	-	-	-	35,000	-	-	-	-	35,000	-	-	-	145,000
E Firefighting Equipment	-	-	5,000	-	-	-	-	5,000	-	-	-	-	5,000	-	-	-	-	5,000	-	-	20,000
E Response to water related emergenc	-	-	-	-	6,000	-	-	-	-	6,000	-	-	-	-	6,000	-	-	-	-	6,000	24,000
E Apparatus Based IT Infrastructure	-	10,000	-	26,000	-	10,000	-	26,000	-	10,000	-	26,000	-	10,000	-	26,000	-	10,000	-	26,000	180,000
E Air monitoring equipment	-	3,500	-	-	6,000	-	2,500	-	-	6,000	-	2,500	-	-	6,000	-	2,500	-	-	6,000	35,000
E Rescue equipment	-	40,000	-	-	-	-	40,000	-	-	-	-	40,000	-	-	-	-	40,000	-	-	-	160,000
E Nozzles & Fire hose	-	16,500	-	-	-	-	16,500	-	-	-	-	16,500	-	-	-	-	16,500	-	-	-	66,000
F Fire admin- office furniture	-	-	-	-	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	20,000
F Training room tables & chairs	-	-	-	-	-	-	15,000	-	-	-	-	15,000	-	-	-	-	15,000	-	-	-	45,000
F Conf room Furniture	5,000	-	-	-	-	-	5,000	-	-	-	-	-	5,000	-	-	-	-	-	-	-	15,000
F Kitchen appliances	-	10,000	-	5,000	-	-	-	5,000	-	-	-	5,000	-	-	-	-	10,000	-	-	5,000	40,000
F Kitchen table & chairs	-	2,500	-	-	-	-	2,000	-	-	-	-	2,000	-	-	-	-	2,000	-	-	-	8,500
F Day room chairs	-	-	-	-	-	-	9,000	-	-	-	-	-	-	-	9,000	-	-	-	-	-	18,000
F AV equipment	5,000	-	-	-	-	5,000	-	-	-	-	5,000	-	-	-	-	5,000	-	-	-	-	20,000
F Second floor washer & dryer	-	-	-	-	5,000	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	10,000
F Bed Mattresses	-	-	-	-	10,000	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	20,000
F Bed Structure	-	-	55,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	55,000	-	110,000
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	\$ 83,000	\$ 1,607,000	\$ 500,000	\$ 290,500	\$ 463,500	\$ 103,000	\$ 2,140,500	\$ 214,000	\$ 595,000	\$ 116,000	\$ 293,000	\$ 1,350,500	\$ 148,000	\$ 328,000	\$ 233,000	\$ 127,500	\$ 1,808,500	\$ 1,463,000	\$ 653,000	\$ 188,000	\$12,705,000

1.0% = Projected interest earnings rate

	\$ 83,000	\$ 1,115,000	\$ 1,315,000	\$ 290,500	\$ 463,500	\$ 103,000	\$ 375,500	\$ 179,000	\$ 595,000	\$ 116,000	\$ 293,000	\$ 2,090,500	\$ 148,000	\$ 328,000	\$ 233,000	\$ 127,500	\$ 748,500	\$ 1,463,000	\$ 653,000	\$ 188,000	\$11,325,000
Change for Electric	\$ -	\$ (492,000)	\$ 815,000	\$ -	\$ -	\$ -	\$ (1,765,000)	\$ (35,000)	\$ -	\$ -	\$ -	\$ 740,000	\$ -	\$ -	\$ -	\$ -	\$ (1,060,000)	\$ -	\$ -	\$ -	\$ (1,380,000)

Electric Fire Engine-Ambulance Alternative																					
V Staffed engine replacement	\$ -	\$ 800,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800,000	\$ -	\$ -	\$ -	\$ -	-		\$ -	-	3,600,000
V Medical Response Unit 1	-	315,000	-						315,000								245,000				875,000
V Medical Response Unit 2					125,000										125,000						250,000
V Medical Response Unit 3	-	-	315,000	-	-	-	-				245,000								315,000		875,000

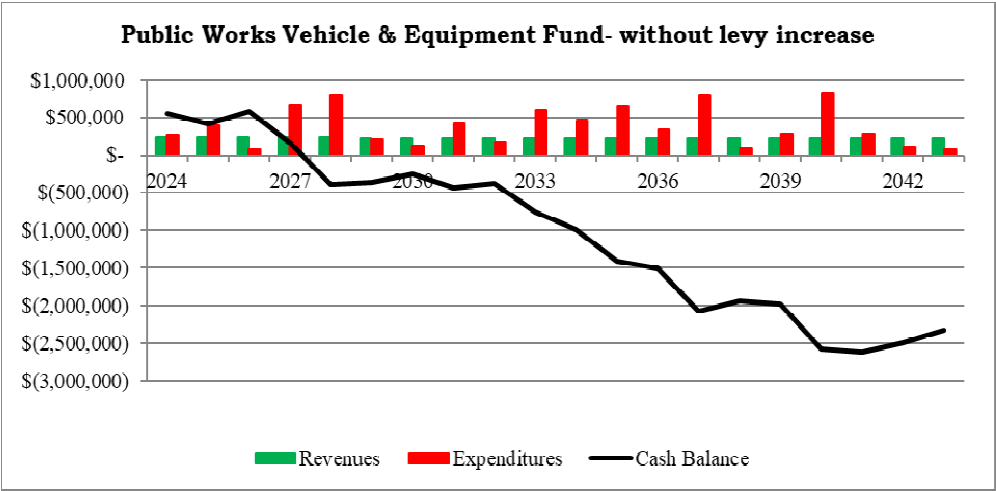
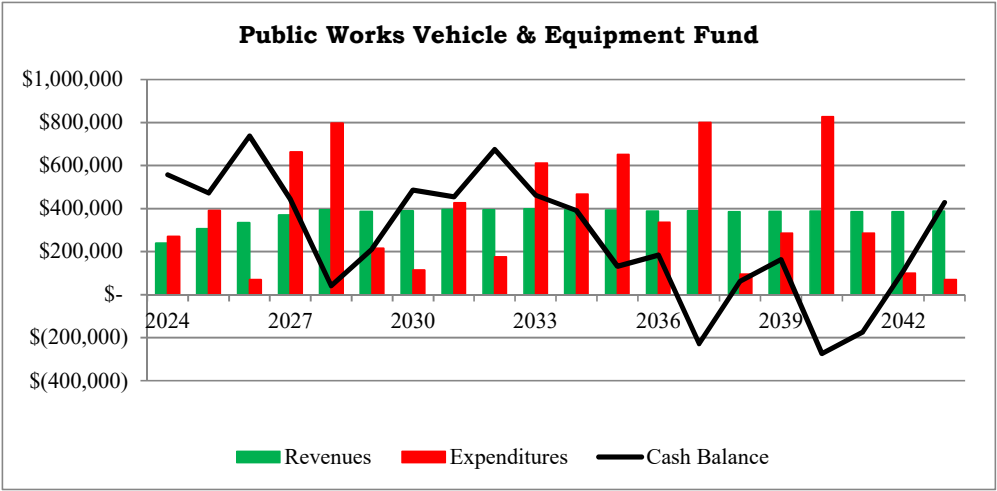
City of Roseville
Capital Improvement Plan: **Public Works Vehicle & Equipment Fund (403)**
2024-2043

Updated 8/9/2023

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043
Tax Levy: Current	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000
Tax Levy: Add/Sub	-	60,000	90,000	120,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earnings	4,500	11,158	9,461	14,750	8,875	833	4,250	9,735	9,109	13,492	9,241	7,806	2,642	3,673	-	1,257	3,282	-	-	2,227
Revenues	\$ 239,500	\$ 306,158	\$ 334,461	\$ 369,750	\$ 393,875	\$ 385,833	\$ 389,250	\$ 394,735	\$ 394,109	\$ 398,492	\$ 394,241	\$ 392,806	\$ 387,642	\$ 388,673	\$ 385,000	\$ 386,257	\$ 388,282	\$ 385,000	\$ 385,000	\$ 387,227
																				\$ 7,486,292
Vehicles	\$ 140,000	\$ 311,000	\$ -	\$ 431,000	\$ 721,000	\$ 45,000	\$ 50,000	\$ 311,000	\$ 60,000	\$ 611,000	\$ 311,000	\$ 571,000	\$ 165,000	\$ 647,000	\$ -	\$ 95,000	\$ 721,000	\$ 45,000	\$ 50,000	\$ -
Equipment	130,000	80,000	70,000	232,500	75,000	170,000	65,000	85,000	115,000	-	155,000	80,000	71,100	152,500	95,000	160,000	105,000	240,000	50,000	70,000
Furniture & Fixtures	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	-	30,000	-	-	-	-
Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Improvements	-	-	-	-	-	-	-	-	-	-	-	-	100,000	-	-	-	-	-	-	-
Expenditures	\$ 270,000	\$ 391,000	\$ 70,000	\$ 663,500	\$ 796,000	\$ 215,000	\$ 115,000	\$ 426,000	\$ 175,000	\$ 611,000	\$ 466,000	\$ 651,000	\$ 336,100	\$ 799,500	\$ 95,000	\$ 285,000	\$ 826,000	\$ 285,000	\$ 100,000	\$ 70,000
																				\$ 7,646,100
Beginning Cash Balance	\$ 588,405	\$ 557,905	\$ 473,063	\$ 737,524	\$ 443,775	\$ 41,650	\$ 212,483	\$ 486,733	\$ 455,468	\$ 674,577	\$ 462,069	\$ 390,310	\$ 132,116	\$ 183,658	\$ (227,168)	\$ 62,832	\$ 164,088	\$ (273,630)	\$ (173,630)	\$ 111,370
Annual Surplus (deficit)	(30,500)	(84,842)	264,461	(293,750)	(402,125)	170,833	274,250	(31,265)	219,109	(212,508)	(71,759)	(258,194)	51,542	(410,827)	290,000	101,257	(437,718)	100,000	285,000	317,227
Cash Balance	\$ 557,905	\$ 473,063	\$ 737,524	\$ 443,775	\$ 41,650	\$ 212,483	\$ 486,733	\$ 455,468	\$ 674,577	\$ 462,069	\$ 390,310	\$ 132,116	\$ 183,658	\$ (227,168)	\$ 62,832	\$ 164,088	\$ (273,630)	\$ (173,630)	\$ 111,370	\$ 428,597

Cash Balance (Year-End) *	\$ 688,905	2022
Planned CIP Surplus/Deficit	(100,500)	2023
Adjust for Delayed CIP Items	-	2023
Cash Balance (Beg. Year)	\$ 588,405	2024

* Current Assets - Current Liabilities



Expenditure Detail

Key	Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043
E	# Brine Tank 3000 Gallons*	-	-	-	-	-	-	-	-	-	-	-	25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
E	# Sign equipment/plotter cutter/sign	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000	-	-	-	-
E	#108 Hydro Seeder	-	-	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	-	-	-	-
E	#110 Polar Trac (1/2 w/ storm)	-	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	-	-	50,000	-	-
E	#111 A01 Bobcat, millhead (18")	-	20,000	-	-	-	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-
E	#111 A02 Bobcat, snow blower	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-
E	#111 A05 Bobcat, hydro hammer	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-
E	#111 A06 Bobcat, clam bucket	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-
E	#111 A09 Bobcat 2 1/2 slot mill	-	10,000	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-
E	#111 A10 Kage plow	-	10,000	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-
E	#111 A11 Bobcat angle broom	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-
E	#111 A15 Virnig snow blower	-	-	-	10,000	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-
E	#111 A16 Bobcat 72" pickup broom	-	-	10,000	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	10,000	-	-
E	#111 A17 Bobcat millhead (24")	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	20,000	-	-	-	-	-
E	#111 A18 Tree/post puller	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-
E	#111 A19 Bobcat Forks	-	-	-	-	-	10,000	-	-	-	-	-	-	1,100	-	-	10,000	-	-	-	-
E	#111 A20 Rapid Router	-	-	-	-	15,000	-	-	-	-	-	-	15,000	-	-	-	-	-	-	15,000	-

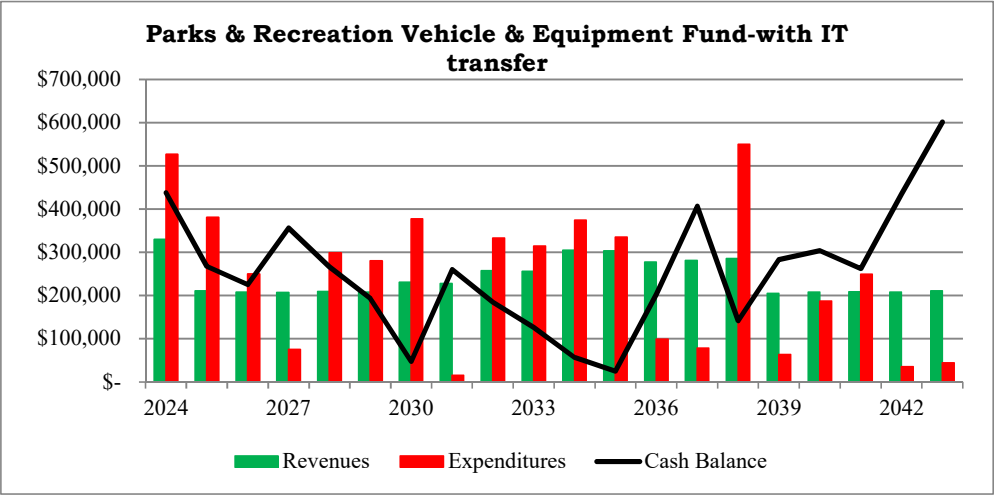
City of Roseville		Updated 8/9/2023																				
Capital Improvement Plan: Public Works Vehicle & Equipment Fund (403)																						
2024-2043																						
		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
E	#111 A21 Virmig 72" pickup broom	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	20,000
E	#111 Skidsteer Replacement	-	-	-	85,000	-	-	-	-	-	-	85,000	-	-	-	-	-	-	85,000	-	-	255,000
E	#113 Tree chipper	-	-	-	65,000	-	-	-	-	-	-	-	-	-	65,000	-	-	-	-	-	-	130,000
E	#116 Tractor (1/2 storm)	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	50,000	100,000
E	#123 Patch Trailer	-	-	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	-	-	-	50,000
E	#129 Sullair Compressor	-	-	-	35,000	-	-	-	-	-	-	-	-	-	-	-	-	-	35,000	-	-	70,000
E	#133 Walk behind saw	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000	20,000
E	#134 A03 Post pounder	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	10,000
E	#137 Electronic message board-atte	-	-	-	7,500	-	-	-	-	-	-	-	-	-	7,500	-	-	-	-	-	-	15,000
E	#141 Asphalt roller	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-	-	20,000	-	-	-	-	40,000
E	#145T 1800 Gal Anti-Icing Hook S	20,000	-	-	-	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	40,000
E	#149 Felling Trailer	20,000	-	-	-	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	40,000
E	#153 Trailer Felling	-	-	-	20,000	-	-	-	-	-	-	-	-	-	20,000	-	-	-	-	-	-	40,000
E	#157 5-ton roller	-	-	-	-	-	-	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-	50,000
E	#159 Crafcro Router	15,000	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	15,000	-	-	-	-	45,000
E	#166 Cimline Melter	-	-	-	-	-	60,000	-	-	-	-	-	-	-	-	-	-	-	60,000	-	-	120,000
E	#172 Towmaster Trailer	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	10,000
E	#177 Salt Truck Calibration Scale*	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	10,000
E	#179 Brine Making System	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000	-	-	-	-	-	20,000
E	#519 Lee Boy Road Grader	-	-	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000
E	#xxx Skid Steer (Track)	25,000	-	-	-	-	-	-	25,000	-	-	-	-	-	-	25,000	-	-	-	-	-	75,000
E	Eng. GPS System	-	30,000	-	-	-	-	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	60,000
E	Eng. Large format scanner/copier	-	10,000	-	-	-	-	-	-	10,000	-	-	-	-	-	-	10,000	-	-	-	-	30,000
E	Eng. Total Station	-	-	-	-	-	-	30,000	-	-	-	-	-	-	-	-	-	30,000	-	-	-	60,000
E	Eng. Utility Locator - Metrotech	10,000	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	5,000	-	-	-	-	25,000
E	Garage: 2 Post lift 2002	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000
E	Garage: Air compressor	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	10,000
E	Garage: Band saw	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	10,000	-	20,000
E	Garage: Brake lathe	-	-	-	-	-	-	25,000	-	-	-	-	-	-	-	-	-	-	-	25,000	-	50,000
E	Garage: Column Lifts rehab/replace	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	75,000	-	-	-	75,000
E	Garage: Drill Press	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	20,000
E	Garage: Drive-on hoist rehab	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	10,000
E	Garage: Hydraulic Press	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	10,000
E	Garage: Jib crane (overhead motor c	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000
E	Garage: Lubrication filling heads, re	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000
E	Garage: Lubrication tank pumps (3)	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000
E	Garage: Tire Balancer	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	20,000	-	-	-	-	40,000
E	Garage: Tire changer	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	20,000	-	-	-	-	40,000
F	Eng. Office furniture	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	10,000	-	-	-	-	20,000
F	Garage: Office furniture	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	10,000	-	-	-	-	20,000
F	Office equipment	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	10,000	-	-	-	-	20,000
I	Street Signs	-	-	-	-	-	-	-	-	-	-	-	-	100,000	-	-	-	-	-	-	-	100,000
V	#106 3-ton dump w/ plow	-	-	-	-	-	-	-	-	-	-	311,000	-	-	-	-	-	-	-	-	-	311,000
V	#107 Wheel Loader (621)	-	-	-	-	350,000	-	-	-	-	-	-	-	-	-	-	-	350,000	-	-	-	700,000
V	#109 3-ton dump w/ plow	-	-	-	-	-	-	-	311,000	-	-	-	-	-	-	-	-	-	-	-	-	311,000
V	#112 3-ton dump w/ plow	-	-	-	-	-	-	-	-	-	311,000	-	-	-	-	-	-	-	-	-	-	311,000
V	#118 F250 4x4	-	-	-	-	-	-	-	-	60,000	-	-	-	-	-	-	-	-	-	-	-	60,000
V	#124 F250 4x4	-	-	-	-	-	-	-	-	-	-	-	65,000	-	-	-	-	-	-	-	-	65,000
V	#125 5-ton Dump (tandem)	-	-	-	336,000	-	-	-	-	-	-	-	-	-	336,000	-	-	-	-	-	-	672,000
V	#128 F250 4x4	-	-	-	-	60,000	-	-	-	-	-	-	-	-	-	-	-	60,000	-	-	-	120,000
V	#134 Sign truck and box and lift	-	-	-	-	-	-	-	-	-	-	-	150,000	-	-	-	-	-	-	-	-	150,000
V	#144 3-ton dump w/ plow	-	311,000	-	-	-	-	-	-	-	-	-	-	-	311,000	-	-	-	-	-	-	622,000
V	#146 3-ton dump w/ plow	-	-	-	-	-	-	-	-	-	-	-	311,000	-	-	-	-	-	-	-	-	311,000
V	#151 1-Ton Dump	83,000	-	-	-	-	-	-	-	-	-	-	-	100,000	-	-	-	-	-	-	-	183,000
V	#152 Int'l boom truck	-	-	-	-	-	-	-	-	-	300,000	-	-	-	-	-	-	-	-	-	-	300,000
V	#155 Sterling 3-ton w/ plow	-	-	-	-	311,000	-	-	-	-	-	-	-	-	-	-	-	311,000	-	-	-	622,000
V	#156 3/4 ton pickup 2wd w/ lift	57,000	-	-	-	-	-	-	-	-	-	-	-	65,000	-	-	-	-	-	-	-	122,000
V	#301: Intern Equinox	-	-	-	45,000	-	-	-	-	-	-	-	-	-	-	-	45,000	-	-	-	-	90,000

	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>	<u>2035</u>	<u>2036</u>	<u>2037</u>	<u>2038</u>	<u>2039</u>	<u>2040</u>	<u>2041</u>	<u>2042</u>	<u>2043</u>	
V #302: ROW Equinox	-	-	-	-	-	45,000			-	-	-	-	-	-	-	-		45,000			90,000
V #303: Proj. Coord. GMC 1500	-	-	-	-	-		50,000	-	-	-	-	-	-	-	-	-	-	-	50,000	-	100,000
V #305: Survey F150	-	-	-	50,000	-	-	-	-	-	-	-	-	-	-	-	50,000	-	-	-	-	100,000
V #308: Proj. Coord. Escape	-	-	-	-	-	-	-	-	-	-	-	45,000	-	-	-	-	-	-	-	-	45,000
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	\$ 270,000	\$ 391,000	\$ 70,000	\$ 663,500	\$ 796,000	\$ 215,000	\$ 115,000	\$ 426,000	\$ 175,000	\$ 611,000	\$ 466,000	\$ 651,000	\$ 336,100	\$ 799,500	\$ 95,000	\$ 285,000	\$ 826,000	\$ 285,000	\$ 100,000	\$ 70,000	\$ 7,646,100

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
Tax Levy: Current	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000
Tax Levy: Add/Sub	-	-	-	-	-	-	25,000	25,000	50,000	50,000	100,000	100,000	75,000	75,000	75,000						
Other/Transfer In	127,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earnings	1,000	8,759	5,354	4,501	7,132	5,334	3,871	948	5,207	3,691	2,525	1,136	498	4,068	8,130	2,832	5,659	6,072	5,254	8,699	
Revenues	\$ 330,000	\$ 210,759	\$ 207,354	\$ 206,501	\$ 209,132	\$ 207,334	\$ 230,871	\$ 227,948	\$ 257,207	\$ 255,691	\$ 304,525	\$ 303,136	\$ 277,498	\$ 281,068	\$ 285,130	\$ 204,832	\$ 207,659	\$ 208,072	\$ 207,254	\$ 210,699	\$4,832,671
Vehicles	\$ 250,000	\$ 335,000	\$ -	\$ -	\$ 105,000	\$ 74,500	\$ 335,000	\$ -	\$ 125,000	\$ 70,000	\$ 160,000	\$ 155,000	\$ 50,000	\$ -	\$ 255,000	\$ 9,500	\$ 135,000	\$ 70,000	\$ -	\$ -	
Equipment	277,000	46,000	250,000	75,000	194,000	206,000	42,000	15,000	208,000	244,000	214,000	180,000	49,000	78,000	295,000	54,000	52,000	179,000	35,000	44,000	
Furniture & Fixtures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Improvements	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Expenditures	\$ 527,000	\$ 381,000	\$ 250,000	\$ 75,000	\$ 299,000	\$ 280,500	\$ 377,000	\$ 15,000	\$ 333,000	\$ 314,000	\$ 374,000	\$ 335,000	\$ 99,000	\$ 78,000	\$ 550,000	\$ 63,500	\$ 187,000	\$ 249,000	\$ 35,000	\$ 44,000	\$4,866,000
Beginning Cash Balance	\$ 634,960	\$ 437,960	\$ 267,719	\$ 225,074	\$ 356,575	\$ 266,707	\$ 193,541	\$ 47,412	\$ 260,360	\$ 184,567	\$ 126,258	\$ 56,783	\$ 24,919	\$ 203,417	\$ 406,486	\$ 141,616	\$ 282,948	\$ 303,607	\$ 262,679	\$ 434,933	
Annual Surplus (deficit)	(197,000)	(170,241)	(42,646)	131,501	(89,868)	(73,166)	(146,129)	212,948	(75,793)	(58,309)	(69,475)	(31,864)	178,498	203,068	(264,870)	141,332	20,659	(40,928)	172,254	166,699	
Cash Balance	\$ 437,960	\$ 267,719	\$ 225,074	\$ 356,575	\$ 266,707	\$ 193,541	\$ 47,412	\$ 260,360	\$ 184,567	\$ 126,258	\$ 56,783	\$ 24,919	\$ 203,417	\$ 406,486	\$ 141,616	\$ 282,948	\$ 303,607	\$ 262,679	\$ 434,933	\$ 601,631	

Cash Balance (Year-End) *	\$ 621,960	2022
Planned CIP Surplus/Deficit	(61,000)	2023
Adjust for Delayed CIP Items	74,000	2023
Cash Balance (Beg. Year)	\$ 634,960	2024

* Current Assets - Current Liabilities



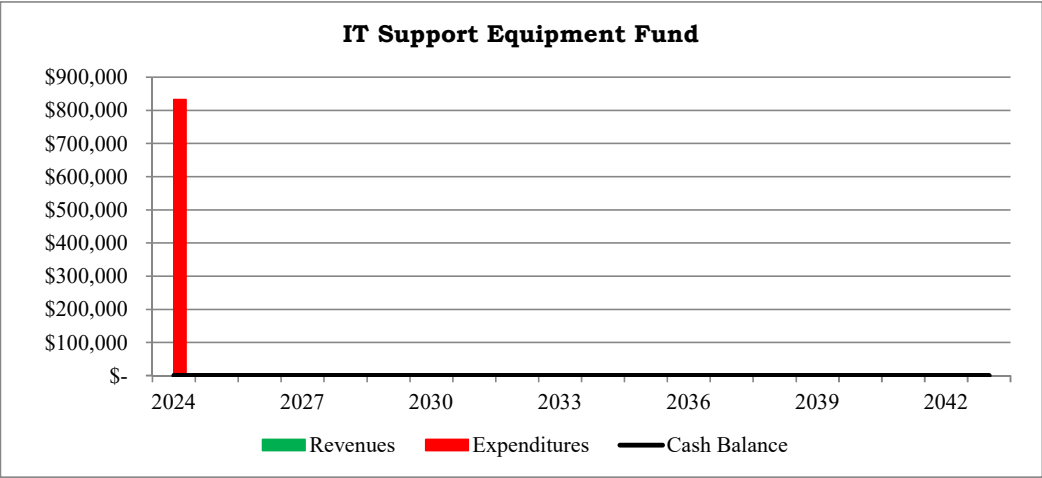
Expenditure Detail

Key	Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
V	Puppet Wagon (2003)	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
V	#530 Ford F350 with Plow (2016)	60,000	-	-	-	-	-	-	-	60,000	0	-	-	-	-	-	-	70,000	-	-	-	190,000
V	#506 Ford 3/4-ton (2012)	-	-	-	-	50,000	-	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-	100,000
V	#528 Ford F350 Dump (2016)	-	70,000	-	-	-	-	-	-	-	70,000	-	-	-	-	-	-	-	70,000	-	-	210,000
V	#510 Water truck (1/2 cost) (2006)	-	-	-	-	-	65,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	65,000
V	#511 Toolcat (2006)	-	-	-	-	55,000	-	-	-	-	-	-	-	-	-	55,000	-	-	-	-	-	110,000
V	#517 Ford F350 SD (2013)	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	60,000	-	-	-	-	-	100,000
V	#515 Ford 350 w. plow (2018)	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	60,000	-	-	-	-	-	100,000
V	#516 Ford with plow (2013)	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	60,000	-	-	-	-	-	100,000
V	Zero Turn Replace (Arb.) (1999)	-	-	-	-	-	9,500	-	-	-	-	-	-	-	-	-	9,500	-	-	-	-	19,000
V	#532 Ford F350 (2016)	-	50,000	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-	50,000	-	-	-	150,000
V	#534 Kromer field liner (2003)	60,000	-	-	-	-	-	-	-	-	-	60,000	-	-	-	-	-	-	-	-	-	120,000
V	#535 Ford Passenger van (2006)	-	50,000	-	-	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	-	100,000
V	#545 John Deere tractor (2007)	-	-	-	-	-	-	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000
V	#560 Ford Passenger van (2006)	50,000	-	-	-	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	-	100,000
V	Skating Center Plow Truck (2012)	30,000	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	15,000	-	-	-	60,000
V	OVAL: Zamboni (2003)	-	-	-	-	-	-	185,000	-	-	-	-	-	-	-	-	-	-	-	-	-	185,000

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
V Arena: Zamboni (2014)	-	165,000	-	-	-	-	-	-	-	-	-	115,000	-	-	-	-	-	-	-	-	280,000
V GOLF TRANSFER TO Golf fund	30,000	-	-	-	-	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	-	70,000
E #504 Kubota Drag Tractor (2011)	-	-	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	-	-	35,000	-	70,000
E #509 Toro 4000 Mower (2013)	-	-	-	-	-	-	-	-	-	80,000	-	-	-	-	-	-	-	-	-	-	80,000
E #513 Toro 4000 Mower (2013)	-	-	-	-	-	-	-	-	-	80,000	-	-	-	-	-	-	-	-	-	-	80,000
E #553 John Deere loader (2018)	-	-	-	-	80,000	-	-	-	-	-	-	-	-	-	80,000	-	-	-	-	-	160,000
E #536 Toro 16' mower (2016)	200,000	-	-	-	-	-	-	-	-	-	200,000	-	-	-	-	-	-	-	-	-	400,000
E #538 portable generator	-	-	-	-	-	-	3,000	-	-	-	-	-	-	-	3,000	-	-	-	-	-	6,000
E #543 Felling trailer (2010)	-	-	-	-	-	9,000	-	-	-	-	-	-	-	-	9,000	-	-	-	-	-	18,000
E #546 Toro groundmaster (2017)	-	-	35,000	-	-	-	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	70,000
E #548 Towmaster trailer (2000)	-	15,000	-	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	30,000
E #565 Smithco sweeper (1992)	-	-	-	-	-	8,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,000
E Mower blade sharpener (2015)	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	15,000
E #505 Holder snow machine (2017)	-	-	165,000	-	-	-	-	-	-	-	-	165,000	-	-	-	-	-	-	-	-	330,000
E #518 Holder Snow machine (2015)	-	-	-	-	-	-	-	-	165,000	-	-	-	-	-	-	-	-	165,000	-	-	330,000
E #585 Belos snow/sidewalk machine (2010)	-	-	-	-	-	150,000	-	-	-	-	-	-	-	-	165,000	-	-	-	-	-	315,000
E Park security systems	-	-	-	75,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	75,000
E Pickup sander (2013)	-	-	-	-	-	-	-	-	8,000	-	-	-	-	-	-	-	8,000	-	-	-	16,000
E new Recreation software	27,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
E GOLF TRANSFER TO Golf fund equip	50,000	31,000	50,000	-	114,000	39,000	39,000	-	-	84,000	14,000	-	14,000	78,000	38,000	54,000	44,000	14,000	-	44,000	707,000
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	\$ 527,000	\$ 381,000	\$ 250,000	\$ 75,000	\$ 299,000	\$ 280,500	\$ 377,000	\$ 15,000	\$ 333,000	\$ 314,000	\$ 374,000	\$ 335,000	\$ 99,000	\$ 78,000	\$ 550,000	\$ 63,500	\$ 187,000	\$ 249,000	\$ 35,000	\$ 44,000	\$ 4,866,000

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
Tax Levy: Current	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tax Levy: Add/Sub	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earnings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	832,400	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Furniture & Fixtures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Improvements	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Expenditures	\$ 832,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 832,400
Beginning Cash Balance	\$ 832,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Surplus (deficit)	(832,400)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Cash Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Cash Balance (Year-End) *	\$ 864,479	2022
Planned CIP Surplus/Deficit	(32,079)	2023
Adjust for Delayed CIP Items	-	2023
Cash Balance (Beg. Year)	\$ 832,400	2024



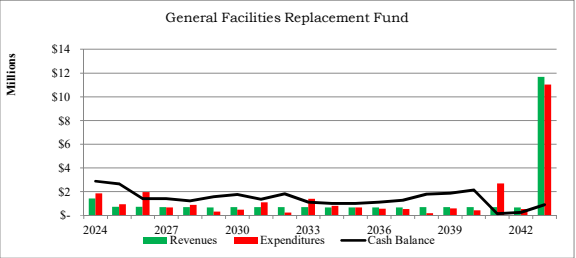
Expenditure Detail

Key	Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
E	Administration Computers	\$ -																				\$ -
E	Finance Computers	-																				-
E	Central Services Computers	1,530																				1,530
E	Fire Computers	3,953																				3,953
E	Police Computers	10,736																				10,736
E	Pub Works (non-utility) computers	4,437																				4,437
E	Parks Computers	1,530																				1,530
E	Transfer out	810,214																				810,214
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		\$ 832,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 832,400

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043
Tax Levy: Current	\$ 776,000	\$ 776,000	\$ 776,000	\$ 776,000	\$ 776,000	\$ 776,000	\$ 776,000	\$ 776,000	\$ 776,000	\$ 776,000	\$ 776,000	\$ 776,000	\$ 776,000	\$ 776,000	\$ 776,000	\$ 776,000	\$ 776,000	\$ 776,000	\$ 776,000	\$ 776,000
Tax Levy: Add/Sub (a)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)
Other-State Bonding for Oval/Transfer from IT	756,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	11,000,000
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earnings	3,000	57,663	53,282	28,245	28,412	24,478	31,607	35,529	27,290	36,386	22,477	20,247	20,222	22,556	25,397	35,635	37,498	42,838	3,025	5,385
Revenues	\$ 1,410,000	\$ 708,663	\$ 704,282	\$ 679,245	\$ 679,412	\$ 675,478	\$ 682,607	\$ 686,529	\$ 678,290	\$ 687,386	\$ 673,477	\$ 671,247	\$ 671,222	\$ 673,556	\$ 676,397	\$ 686,635	\$ 688,498	\$ 693,838	\$ 654,025	\$ 11,656,385
Expenditures	\$ 1,842,900	\$ 927,750	\$ 1,956,095	\$ 670,925	\$ 876,124	\$ 319,000	\$ 486,500	\$ 1,098,500	\$ 223,500	\$ 1,382,800	\$ 785,000	\$ 672,500	\$ 554,500	\$ 531,500	\$ 164,500	\$ 593,500	\$ 421,500	\$ 2,684,500	\$ 536,000	\$ 11,030,000
Beginning Cash Balance	\$ 3,316,073	\$ 2,883,173	\$ 2,664,086	\$ 1,412,273	\$ 1,420,594	\$ 1,223,882	\$ 1,580,359	\$ 1,776,466	\$ 1,364,496	\$ 1,819,286	\$ 1,123,871	\$ 1,012,349	\$ 1,011,096	\$ 1,127,818	\$ 1,269,874	\$ 1,781,771	\$ 1,874,907	\$ 2,141,905	\$ 151,243	\$ 269,268
Annual Surplus (deficit)	(432,900)	(219,087)	(1,251,813)	8,320	(196,712)	356,478	196,107	(411,971)	454,790	(695,414)	(111,523)	(1,253)	116,722	142,056	511,897	93,135	266,998	(1,990,662)	118,025	626,385
Cash Balance	\$ 2,883,173	\$ 2,664,086	\$ 1,412,273	\$ 1,420,594	\$ 1,223,882	\$ 1,580,359	\$ 1,776,466	\$ 1,364,496	\$ 1,819,286	\$ 1,123,871	\$ 1,012,349	\$ 1,011,096	\$ 1,127,818	\$ 1,269,874	\$ 1,781,771	\$ 1,874,907	\$ 2,141,905	\$ 151,243	\$ 269,268	\$ 895,653

Cash Balance (Year-End)	\$ 3,763,473	2022
Planned CIP Surplus/Deficit	(489,400)	2023
Adjust for Delayed CIP Items	42,000	2023
Cash Balance (Beg. Year)	\$ 3,316,073	2024

* Current Assets - Current Liabilities



Expenditure Detail

Key	Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
B	Replace Rooftop Heat/AC	\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275,000	\$ -	\$ 550,000
B	Security Cameras - previously IT	30,000	30,000	30,000	30,000	30,000	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	180,000
B	Network Access Devices - previously IT	12,400	28,250	39,595	26,425	26,124	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
B	Door Card Reader	-	-	-	-	-	-	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	25,000
B	Heating boilers Police	113,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	183,500
B	Make Up Air Units (Maintenance Garage)	-	35,000	-	-	-	-	-	-	35,000	-	-	-	-	-	-	70,500	-	-	-	-	70,000
B	Water heaters (CH and Maintenance)	-	8,000	8,000	8,000	-	-	-	-	-	-	-	-	-	-	-	25,000	-	-	-	-	49,000
B	Replace boiler City Hall	-	-	-	-	-	-	-	-	-	-	-	60,000	-	-	-	-	-	-	-	-	60,000
B	Police & PW garage Co2/No2 detectors	-	-	-	10,000	-	-	-	-	10,000	-	-	-	-	10,000	-	-	-	-	10,000	-	40,000
B	Alerton Controls in PW Facility	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000
B	Update HVAC Controls - Software	-	-	-	30,000	-	-	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	60,000
B	Update Flooring CH/PD	-	-	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000	-	200,000
B	Update Flooring Maintenance Facility	-	-	-	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	-	-	-	30,000
B	Update Restrooms CH	-	-	-	-	-	-	-	-	-	-	-	100,000	-	-	-	-	-	-	-	-	100,000
B	workstation replacement city hall	-	-	-	-	-	-	-	-	-	-	-	350,000	-	-	-	-	350,000	-	-	-	700,000
B	Overhead door replacement - CH/PD/Main	25,000	-	-	-	-	-	25,000	-	-	-	-	-	25,000	-	-	-	-	-	25,000	-	100,000
B	Maintenance Facility Roof - Parks Garage	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	150,000	-	-	-	-	150,000
B	Maintenance Facility Roof - North Garage	10,000	-	-	-	-	-	-	-	-	-	120,000	-	-	-	-	-	-	-	-	-	130,000
B	Maintenance Facility Roof - PW Garage	10,000	-	-	-	-	-	-	-	-	-	175,000	-	-	-	-	-	-	-	-	-	185,000
B	Card access system replacement	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	50,000
B	Replace new Roof City Hall	-	-	-	-	-	-	-	-	-	225,000	-	-	-	-	-	-	-	-	-	-	225,000
B	Emergency generator CH	-	-	-	200,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	200,000
B	Emergency generator MF	-	-	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000
B	Tables and chairs City Hall	-	-	-	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	60,000
B	Tables and chairs Maintenance Facility	-	20,000	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-	40,000
B	Fuel system tank replacement	-	-	215,000	-	-	-	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	235,000
B	Maintenance Yard Security Gate	-	-	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000
B	Paint walls city hall	-	25,000	-	-	-	25,000	-	-	-	25,000	-	-	-	25,000	-	-	-	25,000	-	-	125,000
B	Paint walls Maintenance Facility	-	-	-	15,000	-	-	15,000	-	-	-	15,000	-	-	-	-	-	15,000	-	-	-	60,000
B	City Hall - Light Fixture Conversion	-	-	75,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	150,000
B	City Hall Elevator	-	-	-	-	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	75,000	-	100,000
B	Maintenance Facility Pressure Washer	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	10,000
B	COMM Conference Room Equipment	-	1,000	-	1,000	-	1,000	-	1,000	-	1,000	-	1,000	-	1,000	-	1,000	-	-	-	-	8,000
B	COMM Council: camera replacement	-	-	60,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	120,000
B	COMM Council Control/Sound System	-	-	-	-	30,000	-	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	60,000
B	COMM Council: General Audio/Visual	10,000	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	-	-	35,500
B	COMM Council Furniture	20,000	20,000	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	35,000
B	Brimhall gymnasium	-	-	75,000	-	-	-	12,000	-	-	-	-	-	-	50,000	-	-	-	-	-	-	137,000
B	Central Park gymnasium	-	12,000	-	-	-	-	-	12,000	-	-	-	-	-	-	50,000	-	-	-	-	-	74,000
B	Gymnastics Center Equipment	-	-	-	-	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	20,000
B	Gymnastics Center	22,000	-	-	-	-	-	-	-	-	-	-	-	-	50,000	-	-	-	-	-	-	72,000
B	Commons: Exterior Painting (2014)	50,000	-	-	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	-	-	100,000
B	Commons: Water Heater- Domestic H2O	-	-	-	-	-	-	-	-	13,000	-	-	-	-	-	-	-	-	-	-	-	13,000
B	Commons: Water Heater- Zamboni (2007)	-	-	-	-	-	-	-	13,000	-	-	-	-	-	-	-	-	-	-	-	-	13,000
B	Commons: Water Storage Tank	-	-	-	-	-	-	13,000	-	-	-	-	-	-	-	-	-	-	-	-	-	13,000
B	Commons: South Entry RTU (2007)	-	-	-	-	-	-	-	-	25,000	-	-	-	-	27,000	-	-	-	-	-	-	52,000

Updated 8/9/2023

2024-2043

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	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
B Shift office paint	-	-	-	-	2,000	-	-	-	-	1,500	-	-	-	-	-	-	-	-	-	-	3,500
B Basement paint	-	-	-	-	-	-	-	-	-	3,000	-	-	-	-	-	-	-	-	-	-	3,000
B Exercise room-flooring	-	-	-	-	-	-	-	-	3,000	-	-	-	-	-	-	-	-	-	-	-	3,000
B Stair way paint	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	15,000
B Day room carpet	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	10,000
B Day room paint	-	-	-	-	-	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	5,000
B Second floor common area paint	-	-	-	-	-	-	-	-	-	-	-	-	8,000	-	-	-	-	-	-	-	8,000
B Second floor common area carpet	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	10,000
B Bedroom carpet	-	5,000	-	-	-	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	10,000
B Bedroom paint	-	-	-	-	-	2,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,000
B Bay painting	-	-	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000
B Exterior gate & Controls	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
B SCBA room Compressor	-	80,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	80,000
B Laundry room Washer & dryer- gear	-	-	-	-	-	15,000	-	-	-	-	-	-	-	18,000	-	-	-	-	-	-	33,000
B Station Roof	-	-	-	-	-	-	-	-	-	-	300,000	-	-	-	-	-	-	-	-	-	300,000
B Hotsy replacement	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	30,000
B Hot water heaters	45,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	45,000
B Generator	-	-	-	-	150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	150,000
B Fire Station access control	-	35,000	-	-	-	-	-	-	-	14,000	-	-	-	-	-	-	-	-	-	-	49,000
B Fire: Security system	12,000	3,000	-	3,000	-	3,000	-	3,000	-	3,000	-	3,000	-	3,000	-	-	-	-	-	-	33,000
B Station Alerting system	-	-	-	-	-	-	-	-	-	100,000	-	-	-	-	-	-	-	-	-	-	100,000
B House air compressor	-	-	-	-	2,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,000
B Overhead door replacement	-	-	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000
B Bi-fold door operators	-	-	-	-	120,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	120,000
B Bi-Fold Door Paint and Maintenance	20,000	-	-	-	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	40,000
B Energy recovery unit	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	40,000
B Make-up air units	-	-	-	-	-	-	-	-	-	14,000	-	-	-	-	-	-	-	-	-	-	14,000
B Chiller	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	40,000
B Fire: Heat pumps (24)	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	-	190,000
B Water to water heat pump	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000
B Boiler	-	-	40,000	-	-	-	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	80,000
B Boiler pump	-	-	18,000	-	-	-	-	-	-	-	-	-	18,000	-	-	-	-	-	-	-	36,000
B Core loop pump	-	-	-	-	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	15,000
B Heat loop pump	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	10,000
B Exhaust fans	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	10,000
B Cabnit unit heaters	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	10,000
B Engine generator set	-	-	-	-	-	-	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	40,000
B Campus loop pump	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	10,000
B Fluid cooler fan	-	-	8,000	-	-	-	-	-	-	-	-	-	8,000	-	-	-	-	-	-	-	16,000
B Heat zone pumps (6)	-	-	8,000	-	-	-	-	-	-	-	-	-	8,000	-	-	-	-	-	-	-	16,000
B Concrete Exterior	-	10,000	-	-	10,000	-	-	10,000	-	-	10,000	-	-	10,000	-	-	10,000	-	-	-	60,000
B Exterior Lighting	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	-	57,000
B Interior Lighting	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	-	57,000
B Training Mezzanine Replacement	60,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	60,000
B Parking Lot- move to pathways eventually	-	-	-	-	50,000	-	-	-	-	175,000	-	-	-	-	-	50,000	-	-	-	-	275,000
B Air Monitoring Sensors	-	9,000	-	-	-	-	9,000	-	-	-	-	9,000	-	-	-	-	9,000	-	-	-	36,000
	\$ 1,842,900	\$ 927,750	\$ 1,956,095	\$ 670,925	\$ 876,124	\$ 319,000	\$ 486,500	\$ 1,098,500	\$ 223,500	\$ 1,382,800	\$ 785,000	\$ 672,500	\$ 554,500	\$ 531,500	\$ 164,500	\$ 593,500	\$ 421,500	\$ 2,684,500	\$ 536,000	\$11,030,000	\$ 27,757,594

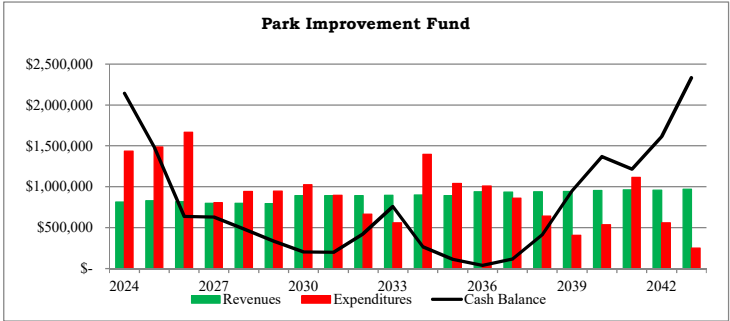
	\$ 475,400	City Hall & Maintenance Building
	\$ 30,000	Communications
	22,000	Community Gyms/Gymnastics
	1,062,000	Skating Center
	14,500	Golf Course
	239,000	Fire Station
	1,842,900	

2,332,800

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
Tax Levy: Current	\$ 785,000	\$ 785,000	\$ 785,000	\$ 785,000	\$ 785,000	\$ 785,000	\$ 785,000	\$ 785,000	\$ 785,000	\$ 785,000	\$ 785,000	\$ 785,000	\$ 785,000	\$ 785,000	\$ 785,000	\$ 785,000	\$ 785,000	\$ 785,000	\$ 785,000	\$ 785,000	
Tax Levy: Add/Sub (a)	-	-	-	-	-	-	100,000	100,000	100,000	100,000	100,000	100,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Interest Earnings	27,649	42,871	29,699	12,693	12,547	9,697	6,691	4,075	3,957	8,476	15,195	5,259	2,244	789	2,305	8,251	19,016	27,397	24,345	32,331	
Revenues	\$ 812,649	\$ 827,871	\$ 814,699	\$ 797,693	\$ 797,547	\$ 794,697	\$ 891,691	\$ 889,075	\$ 888,957	\$ 893,476	\$ 900,195	\$ 890,259	\$ 937,244	\$ 935,789	\$ 937,305	\$ 943,251	\$ 954,016	\$ 962,397	\$ 959,345	\$ 967,331	\$17,795,489
Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Furniture & Fixtures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Improvements	1,434,000	1,486,500	1,665,000	805,000	940,000	945,000	1,022,500	895,000	663,000	557,500	1,397,000	1,041,000	1,010,000	860,000	640,000	405,000	535,000	1,115,000	560,000	250,000	
Expenditures	\$ 1,434,000	\$ 1,486,500	\$ 1,665,000	\$ 805,000	\$ 940,000	\$ 945,000	\$ 1,022,500	\$ 895,000	\$ 663,000	\$ 557,500	\$ 1,397,000	\$ 1,041,000	\$ 1,010,000	\$ 860,000	\$ 640,000	\$ 405,000	\$ 535,000	\$ 1,115,000	\$ 560,000	\$ 250,000	\$18,226,500
Beginning Cash Balance	\$ 2,764,915	\$ 2,143,564	\$ 1,484,935	\$ 634,634	\$ 627,327	\$ 484,873	\$ 334,571	\$ 203,762	\$ 197,837	\$ 423,794	\$ 759,770	\$ 262,966	\$ 112,225	\$ 39,469	\$ 115,259	\$ 412,564	\$ 950,815	\$ 1,369,831	\$ 1,217,228	\$ 1,616,573	
Annual Surplus (deficit)	(621,351)	(658,629)	(850,301)	(7,307)	(142,453)	(150,303)	(130,809)	(5,925)	225,957	335,976	(496,805)	(150,741)	(72,756)	75,789	297,305	538,251	419,016	(152,603)	399,345	717,331	
Cash Balance	\$ 2,143,564	\$ 1,484,935	\$ 634,634	\$ 627,327	\$ 484,873	\$ 334,571	\$ 203,762	\$ 197,837	\$ 423,794	\$ 759,770	\$ 262,966	\$ 112,225	\$ 39,469	\$ 115,259	\$ 412,564	\$ 950,815	\$ 1,369,831	\$ 1,217,228	\$ 1,616,573	\$ 2,333,904	

Cash Balance (Year-End) *	\$ 2,688,201	2022
Planned CIP Surplus/Deficit	(643,286)	2023
Adjust for Delayed CIP Items	720,000	2023
Cash Balance (Beg. Year)	\$ 2,764,915	2024

* Current Assets - Current Liabilities



Expenditure Breakdown

Key	Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
I	Tennis & Basketball Courts	\$ 50,000	\$ 165,000	\$ 50,000	\$ 255,000	\$ 365,000	\$ 350,000	\$ 50,000	\$ 400,000	\$ 175,000	\$ 150,000	\$ 375,000	\$ 100,000	\$ -	\$ 65,000	\$ 50,000	\$ -	\$ 225,000	\$ 525,000	\$ -	\$ -	\$ 3,350,000
I	Shelters & Structures	35,000	61,500	595,000	45,000	-	90,000	72,500	-	35,000	27,500	172,000	126,000	160,000	45,000	55,000	30,000	30,000	-	-	-	1,579,500
I	Playground Areas	550,000	375,000	435,000	105,000	300,000	-	-	-	135,000	-	500,000	435,000	510,000	455,000	155,000	125,000	-	310,000	310,000	-	4,700,000
I	Volleyball & Bocce Ball Courts	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000	-	-	-	-	-	40,000
I	Athletic Fields	240,000	110,000	235,000	110,000	25,000	105,000	150,000	205,000	68,000	105,000	60,000	90,000	90,000	45,000	-	-	30,000	30,000	-	-	1,698,000
I	Irrigation Systems	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000
I	Bridges & Boardwalks	-	-	50,000	-	-	150,000	500,000	40,000	-	-	40,000	40,000	-	-	-	-	-	-	-	-	820,000
I	Other Capital Items	25,000	500,000	50,000	40,000	-	-	-	-	-	25,000	-	-	-	-	100,000	-	-	-	-	-	740,000
I	Natural Resources	324,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	1,274,000
I	PIP/CIP Category	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	4,000,000
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		\$ 1,434,000	\$ 1,486,500	\$ 1,665,000	\$ 805,000	\$ 940,000	\$ 945,000	\$ 1,022,500	\$ 895,000	\$ 663,000	\$ 557,500	\$ 1,397,000	\$ 1,041,000	\$ 1,010,000	\$ 860,000	\$ 640,000	\$ 405,000	\$ 535,000	\$ 1,115,000	\$ 560,000	\$ 250,000	\$18,226,500

Expenditure Detail

Key	Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
Tennis & Basketball Courts																						
	Acorn Grove: 2 lighted tennis, 1 lighted bas	\$ -	-	-	\$ 50,000	-	-	\$ -	\$ 175,000	-	\$ -	-	\$ 50,000	\$ -	\$ -	\$ -	-	-	\$ 175,000	\$ -	\$ -	\$ 450,000
	Applewood Park - 1/2 Court basketball	-	15,000	-	-	-	-	-	50,000	-	-	-	-	-	15,000	-	-	-	-	-	-	80,000
	Autumn Grove: 2 lighted tennis, 1 lighted b	50,000	-	-	-	-	175,000	-	-	-	50,000	-	-	-	-	-	-	175,000	-	-	-	450,000
	Bruce Russell: 2 lighted tennis, 1 basketball	-	50,000	-	-	175,000	-	-	-	-	-	50,000	-	-	-	-	-	-	175,000	-	-	450,000
	Central Park Victoria: 2 lighted tennis, coat	-	-	-	-	-	-	50,000	-	-	-	175,000	-	-	-	-	-	50,000	-	-	-	275,000
	Evergreen: 2 lighted tennis, galvanized fenc	-	-	-	175,000	-	-	-	-	-	-	50,000	-	-	-	-	-	-	175,000	-	-	400,000
	Howard Johnson: 2 lighted tennis, galvanized fence	-	-	50,000	-	-	175,000	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	275,000
	Lexington Park: 1 basketball, 2 hoops, gam	-	-	-	-	-	-	-	-	175,000	-	-	-	-	-	50,000	-	-	-	-	-	225,000
	Owasso Hills: 1/2 court basketball	-	-	-	-	15,000	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	-	65,000
	Pioneer: 1/2 court basketball	-	-	-	15,000	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	-	-	65,000
	Pocahontas Park: 2 lighted tennis, 1 basketball, 1 hoop	-	50,000	-	-	175,000	-	-	-	-	-	\$ 50,000	-	-	-	-	-	-	-	-	-	275,000
	Rosebrook Park: 2 lighted tennis, coated fe	-	50,000	-	-	-	-	-	175,000	-	-	-	-	-	50,000	-	-	-	-	-	-	275,000
	Valley: 1/2 court basketball	-	-	-	15,000	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	-	-	65,000
	Appétu Téca	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Shelters & Structures																						
	Acorn neighborhood shelter	-	-	-	-	-	-	12,500	-	-	-	-	-	-	-	15,000	-	-	-	-	-	27,500
	Applewood Shade Structure	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Arb Entry Pavillion	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Arb Kiwanis	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Arb Maintenance Facility	5,000	-	-	-	-	-	-	-	7,500	-	-	-	-	-	-	-	-	-	-	-	12,500
	Arboretum Center	-	-	15,000	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	30,000
	Arboretum Fountain	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000
	Autumn Grove sector shelter	-	-	-	-	-	-	-	-	-	-	-	-	25,000	-	-	-	-	-	-	-	25,000
	Upper Villa/Shade Structure	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	CP Amphitheater city/regional facility	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	CP Foundation pavillion shelter	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	CP Lexington Restrooms - Replace	-	-	500,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	500,000
	CP Pumphouse	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	CP Victoria Ballfields pavillion shelter	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	CP Volleyball	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Evergreen Concession	-	-	5,000	-	-	-	12,500	-	-	-	-	-	-	-	12,500	-	-	-	-	-	30,000
	Evergreen neighborhood shelter	-	-	5,000	-	-	-	12,500	-	-	-	-	-	-	-	12,500	-	-	-	-	-	30,000
	FORParks pasvillion shelter	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	HANC city/regional facility	-	12,500	-	-	-	-	-	-	15,000	-	-	-	-	-	15,000	-	-	-	-	-	42,500

Updated 8/9/2023

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	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>	<u>2035</u>	<u>2036</u>	<u>2037</u>	<u>2038</u>	<u>2039</u>	<u>2040</u>	<u>2041</u>	<u>2042</u>	<u>2043</u>	
CP Victoria: Irrigation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Evergreen: Baseball Field NW	10,000	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	20,000
Evergreen: Baseball Field NE	-	10,000	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	20,000
Evergreen: Baseball Field SW	-	-	10,000	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	20,000
Evergreen: Baseball Field SE	-	-	-	10,000	-	-	-	-	-	-	-	10,000	-	-	-	-	10,000	-	-	-	30,000
Evergreen: Batting Cage	-	-	-	-	-	-	-	-	3,000	-	-	-	-	-	-	-	-	-	-	-	3,000
Langton Lake: Baseball Field East	-	10,000	-	-	-	-	10000	-	-	-	-	10000	-	-	-	-	10,000	-	-	-	40,000
Langton Lake: Baseball Field West	-	10,000	-	-	-	-	10000	-	-	-	-	10000	-	-	-	-	10,000	-	-	-	40,000
Langton Lake: Multi-Purpose	-	5,000	-	50,000	5,000	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	65,000
Langton Lake: Black Vinyl Fence	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Legion Field: Baseball Field	-	-	-	-	10,000	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	20,000
Legion Field: Batting Cage	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Owasso Ballfields: Baseball Field East	-	-	75000	-	-	-	0	-	15,000	-	-	-	-	-	-	-	-	-	-	-	90,000
Owasso Ballfields: Baseball Field West	-	75,000	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	90,000
Owasso Ballfields: Batting Cage	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rosebrook: Multi-Purpose North	-	-	-	10,000	-	5,000	-	-	-	-	50,000	-	-	-	-	-	-	-	-	-	65,000
Rosebrook: Multi-Purpose South	-	-	-	10,000	-	-	5,000	-	-	-	-	50,000	-	-	-	-	-	-	-	-	65,000
Rosebrook: Lighting	-	-	-	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000
Irrigation Systems																					-
Arboretum: 2 Wire	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CP Amphitheater: Standard	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000
Bridges & Boardwalks																					-
CP Dale Street: Bridge	-	-	-	-	-	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	-	40,000
CP Frog Pond: Bridge	-	-	-	-	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	-	-	40,000
CP Vict. Ballfields: Bridge	-	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	-	-	-	-	-	40,000
HANC: Boardwalk Phase 2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
HANC: Boardwalk Phase I	-	-	-	-	-	-	500,000	-	-	-	-	-	-	-	-	-	-	-	-	-	500,000
Langton Lake: Boardwalk	-	-	-	-	-	75,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	75,000
Langton Lake: Bridge	-	-	-	-	-	75,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	75,000
Villa Park: 3 Bridges	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CP Waterfall Bridges			50,000																		50,000
Other Capital Items																					-
CP Lexington Marquee Sign	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000	-	-	-	-	-	100,000
Park Buildings: Patio Furniture	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Park Buildings: Tables & Chairs	25,000	-	-	-	0	-	-	-	-	25000	-	-	-	-	-	-	-	-	-	-	50,000
Park Pathway Lighting: General	-	-	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	50,000
New Lexington Acquisition ??	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
New Cty B and Eustis Acquisition ??																					-
Rosebrook Pools		500,000																			500,000
CP Amphitheater Sound System				40,000																	40,000
PIP Items																					-
General Items (see below)	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	4,000,000
Natural Resources																					-
General Items (see below)	324,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	1,274,000
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	\$ 1,434,000	\$ 1,486,500	\$ 1,665,000	\$ 805,000	\$ 940,000	\$ 945,000	\$ 1,022,500	\$ 895,000	\$ 663,000	\$ 557,500	\$ 1,397,000	\$ 1,041,000	\$ 1,010,000	\$ 860,000	\$ 640,000	\$ 405,000	\$ 535,000	\$ 1,115,000	\$ 560,000	\$ 250,000	\$18,226,500

PIP Notes:
Includes tree mulch, picnic tables, aglime, playground safety flooring, etc.

1 Playground Safety Surface	\$ 20,000
2 Playground Components	\$ 20,000
3 Landscape Mulch	\$ 5,000
4 Amenities (trash cans/recycle stations, picnic tables, benches, grills, patio and building furnishings, soccer goals, appliances, dog drop stations, facility netting)	\$ 30,000
5 Signage (replacement, additions and improvements)	\$ 10,000
6 Tennis Court Crack Seal/Color Coat	\$ 25,000
7 Water Feature Components	\$ 10,000
8 Landscaping and Site Work	\$ 20,000
9 Fencing Replacement	\$ 15,000
10 Facility Improvements	\$ 15,000
11 Limited planning Services as necessary	\$ 5,000
12 Ag-Lime for pathways/ballfields	\$ 15,000
13 Park Tree Plantings	\$ 10,000
	<u>\$ 200,000</u>

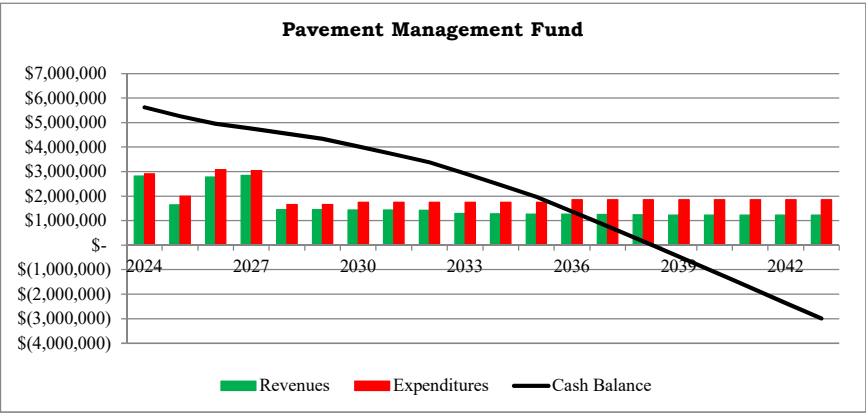
Natural Resources Notes:	2023	2024	2025
Further refining is beng done to the	\$30,000	\$40,000	\$50,000
Natural Resources maintenance/upkeep	\$386,874	\$283,234	
EAB	<u>\$416,874</u>	<u>\$323,234</u>	<u>\$50,000</u>

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
Tax Levy: Current	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000	
Tax Levy: Add/Sub (a)	-	-	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	
MSA Revenue	1,455,000	275,000	1,425,000	1,390,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other: Assessments (10-yr)	128,247	128,247	128,247	128,247	128,247	128,247	128,247	128,247	128,247												
Other: Internal Loan Repayments	-																				
Interest Earnings	114,217	112,466	105,180	99,249	95,199	91,067	86,854	80,556	74,132	67,579	58,331	48,898	39,276	27,461	15,410	3,118	-	-	-	-	-
Revenues	\$ 2,817,464	\$ 1,635,713	\$ 2,778,427	\$ 2,837,496	\$ 1,443,446	\$ 1,439,315	\$ 1,435,101	\$ 1,428,803	\$ 1,422,379	\$ 1,287,579	\$ 1,278,331	\$ 1,268,898	\$ 1,259,276	\$ 1,247,461	\$ 1,235,410	\$ 1,223,118	\$ 1,220,000	\$ 1,220,000	\$ 1,220,000	\$ 1,220,000	\$30,918,215
Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Furniture & Fixtures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Improvements	2,905,000	2,000,000	3,075,000	3,040,000	1,650,000	1,650,000	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000	1,850,000	1,850,000	1,850,000	1,850,000	1,850,000	1,850,000	1,850,000	1,850,000	
Expenditures	\$ 2,905,000	\$ 2,000,000	\$ 3,075,000	\$ 3,040,000	\$ 1,650,000	\$ 1,650,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000	\$39,620,000
Beginning Cash Balance	\$ 5,710,827	\$ 5,623,291	\$ 5,259,003	\$ 4,962,431	\$ 4,759,926	\$ 4,553,372	\$ 4,342,687	\$ 4,027,787	\$ 3,706,590	\$ 3,378,969	\$ 2,916,548	\$ 2,444,879	\$ 1,963,777	\$ 1,373,053	\$ 770,514	\$ 155,924	\$ (470,958)	\$ (1,100,958)	\$ (1,730,958)	\$ (2,360,958)	\$ (8,701,785)
Annual Surplus (deficit)	(87,536)	(364,287)	(296,573)	(202,504)	(206,554)	(210,685)	(314,899)	(321,197)	(327,621)	(462,421)	(471,669)	(481,102)	(590,724)	(602,539)	(614,590)	(626,882)	(630,000)	(630,000)	(630,000)	(630,000)	
Cash Balance	\$ 5,623,291	\$ 5,259,003	\$ 4,962,431	\$ 4,759,926	\$ 4,553,372	\$ 4,342,687	\$ 4,027,787	\$ 3,706,590	\$ 3,378,969	\$ 2,916,548	\$ 2,444,879	\$ 1,963,777	\$ 1,373,053	\$ 770,514	\$ 155,924	\$ (470,958)	\$ (1,100,958)	\$ (1,730,958)	\$ (2,360,958)	\$ (2,990,958)	

Cash Balance (Year-End) *	\$ 5,367,116	2022
Planned CIP Surplus/Deficit	76,882	2023
Adjust for Delayed CIP Items	266,829	2023
Cash Balance (Beg. Year)	\$ 5,710,827	2024

Fund 592	\$ (1,443,259)	2022
Fund 590	\$ 6,810,375	2022
Fund 591-MSA	-	2022
	5,367,116	

loan repaid \$266,829 in 2023 - shown as delayed CIP items



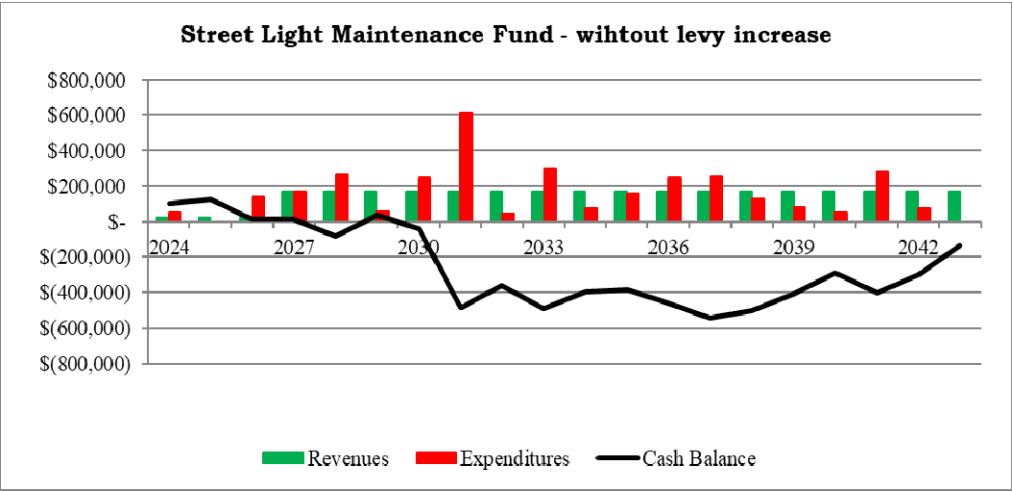
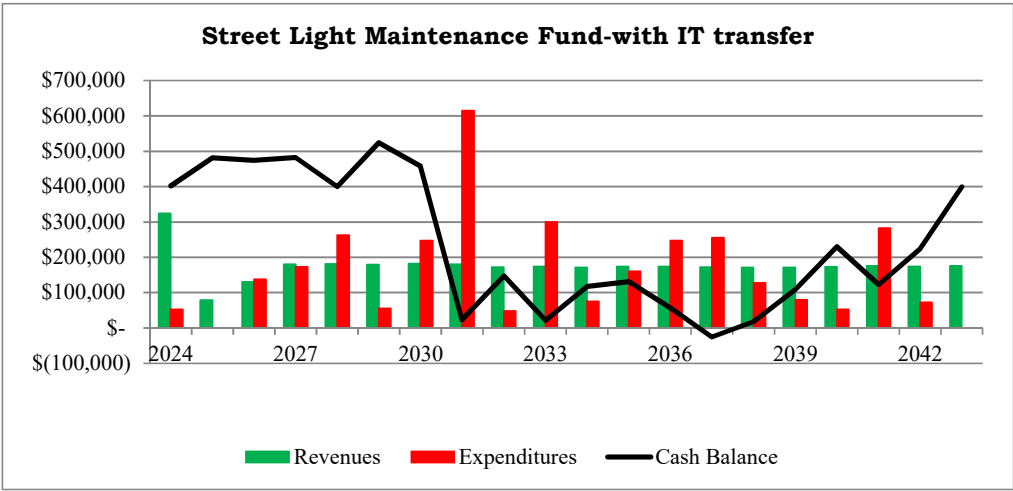
Expenditure Detail

Key	Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
I	Mill & overlay - local streets	\$ 1,550,000	\$ 1,550,000	\$ 1,650,000	\$ 1,650,000	\$ 1,650,000	\$ 1,650,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000	\$35,000,000
I	MSA - 24-04 - 2024 PMP (Roselawn only)	175,000	-	-	-																	175,000
I	MSA - Lexington Avenue Sidewalk, Sherren to B2	170,000	-	-	-																	170,000
I	MSA - 24-02 - County Road B, Fulham - Cleveland	500,000	-	-	-																	500,000
I	MSA - 23-03 - County Road B, Snelling - Lexington (Construc	285,000	-	-	-																	285,000
I	MSA - Rice, Larpentuer - Cty B	75,000	-	-	-																	75,000
I	MSA - County Road C, Lexington - Rice (Roundabouts) (Planr	150,000	-	-	-																	150,000
I	MSA - 25-04 - 2025 PMP (no MSA)	-	-	-	-																	-
I	MSA - County Road C, Lexington - Rice (Roundabouts) (ROW	-	100,000	-	-																	100,000
I	MSA - Hamline, Cty C-Josephin		350,000																			
I	MSA - 26-04 - 2026 PMP (Walnut, Terminal, Centerpointe)	-	-	1,050,000	-																	1,050,000
I	MSA - County Road C, Lexington - Rice (Roundabouts) (Cons	-	-	250,000	-																	250,000
I	MSA - Rice Street, CR B2-South Owasso (Planning)	-	-	125,000	-																	125,000
I	MSA - 27-04 2027 PMP (NO MSA)	-	-	-	-																	-
I	MSA - Victoria Pathway, Woodhill-County D	-	-	-	240,000																	240,000
I	MSA - Rice Street, Larp-CR B (Construction)	-	-	-	400,000																	400,000
I	MSA - Rice St, CR B2 - South Owasso (ROW)	-	-	-	750,000																	750,000
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		\$ 2,905,000	\$ 2,000,000	\$ 3,075,000	\$ 3,040,000	\$ 1,650,000	\$ 1,650,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000	\$ 1,850,000	\$39,620,000

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
Tax Levy: Current	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	
Tax Levy: Add/Sub	-	50,000	100,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	
Other/Transfer In	300,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Interest Earnings	2,619	8,041	9,622	9,484	9,644	8,007	10,487	9,167	470	2,949	428	2,357	2,624	1,147	-	359	2,187	4,600	2,462	4,482	
Revenues	\$ 323,619	\$ 79,041	\$ 130,622	\$ 180,484	\$ 180,644	\$ 179,007	\$ 181,487	\$ 180,167	\$ 171,470	\$ 173,949	\$ 171,428	\$ 173,357	\$ 173,624	\$ 172,147	\$ 171,000	\$ 171,359	\$ 173,187	\$ 175,600	\$ 173,462	\$ 175,482	\$ 3,511,136
Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Furniture & Fixtures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Improvements	52,500	-	137,500	172,500	262,500	55,000	247,500	615,000	47,500	300,000	75,000	160,000	247,500	255,000	127,500	80,000	52,500	282,500	72,500	-	
Expenditures	\$ 52,500	\$ -	\$ 137,500	\$ 172,500	\$ 262,500	\$ 55,000	\$ 247,500	\$ 615,000	\$ 47,500	\$ 300,000	\$ 75,000	\$ 160,000	\$ 247,500	\$ 255,000	\$ 127,500	\$ 80,000	\$ 52,500	\$ 282,500	\$ 72,500	\$ -	\$ 3,242,500
Beginning Cash Balance	\$ 130,929	\$ 402,048	\$ 481,089	\$ 474,210	\$ 482,195	\$ 400,338	\$ 524,345	\$ 458,332	\$ 23,499	\$ 147,469	\$ 21,418	\$ 117,846	\$ 131,203	\$ 57,327	\$ (25,526)	\$ 17,974	\$ 109,333	\$ 230,020	\$ 123,121	\$ 224,083	
Annual Surplus (deficit)	271,119	79,041	(6,878)	7,984	(81,856)	124,007	(66,013)	(434,833)	123,970	(126,051)	96,428	13,357	(73,876)	(82,853)	43,500	91,359	120,687	(106,900)	100,962	175,482	
Cash Balance	\$ 402,048	\$ 481,089	\$ 474,210	\$ 482,195	\$ 400,338	\$ 524,345	\$ 458,332	\$ 23,499	\$ 147,469	\$ 21,418	\$ 117,846	\$ 131,203	\$ 57,327	\$ (25,526)	\$ 17,974	\$ 109,333	\$ 230,020	\$ 123,121	\$ 224,083	\$ 399,565	

Cash Balance (Year-End) *	\$ 152,676	2022
Planned CIP Surplus/Deficit	(21,747)	2023
Adjust for Delayed CIP Items	-	2023
Cash Balance (Beg. Year)	\$ 130,929	2024

* Current Assets - Current Liabilities



Expenditure Detail

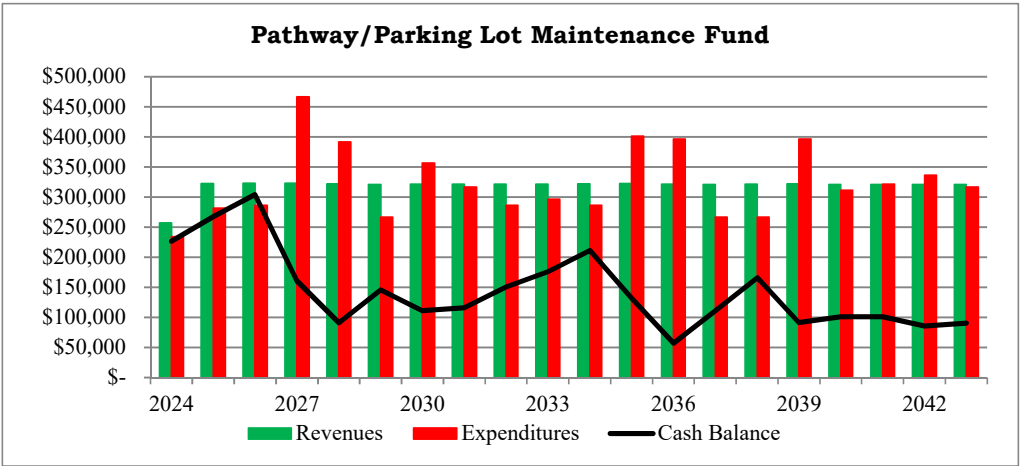
Key	Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
I	227448 - Patton Rd System	52,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ 52,500
I	Lighting System - Terminal Rd/B2E	-	-	-	-	-	-	97,500	-	-	-	-	-	-	-	-	-	-	-	-	-	97,500
I	227447 - Highpointe	-	-	82,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	82,500
I	227447 - Terrace Ct	-	-	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000
I	227448 - Arthur	-	-	-	-	-	22,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	22,500
I	227447 - Overlook Dr	-	-	-	7,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,500
I	227447 - Owasso Hills	-	-	-	157,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	157,500
I	227448 - Hillsvie	-	-	-	7,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,500
I	184393 - Centre Pointe System	-	-	-	-	172,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	172,500
I	184397 - Long Lake Rd	-	-	-	-	90,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	90,000
I	227448 - County Rd C	-	-	-	-	-	7,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,500
I	227448 - Lincoln Area	-	-	-	-	-	-	150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	150,000
I	Lighting System - Larpentuer	-	-	-	-	-	-	-	615,000	-	-	-	-	-	-	-	-	-	-	-	-	615,000
I	184399 - Midland View Ct	-	-	-	-	-	-	-	-	22,500	-	-	-	-	-	-	-	-	-	-	-	22,500
I	Lighting System - County Road C, O	-	-	-	-	-	-	-	-	-	277,500	-	-	-	-	-	-	-	-	-	-	277,500
I	Lighting System - Cty Rd B2, Fairv	-	-	-	-	-	-	-	-	-	-	75,000	-	-	-	-	-	-	-	-	-	75,000
I	Lighting System - City Hall Parking	-	-	-	-	-	-	-	-	-	-	-	135,000	-	-	-	-	-	-	-	-	135,000

		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
I	Lighting System - Cty C & Civic Center	-	-	-	-	-	-	-	-	-	-	-	-	240,000	-	-	-	-	-	-	-	240,000
I	227448 - 2955 Lincoln	-	-	-	-	-	-	-	-	-	-	-	-	7,500	-	-	-	-	-	-	-	7,500
I	Lighting System - Twin Lake Ph 1	-	-	-	-	-	-	-	-	-	-	-	-	-	255,000	-	-	-	-	-	-	255,000
I	227448 - Langton Lake Rd	-	-	-	-	-	-	-	-	-	-	-	-	-	-	45,000	-	-	-	-	-	45,000
I	Lighting System - Twin Lake Ph 2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,500	-	-	-	-	-	7,500
I	227447 - Josephine Woods	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000	-	-	-	-	30,000
I	227445 - Perimeter Drive	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	52,500	-	-	-	52,500
I	Lighting System - Twin Lake Ph 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	232,500	-	-	232,500
I	227447 - Wheaton Woods	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	22,500	-	22,500
I	Misc. pole fixture replacement	-	-	25,000	-	-	25,000	-	-	25,000	-	-	25,000	-	-	25,000	-	-	-	-	-	125,000
I	Pedestrian light @ Cty Rd D & Mil	-	-	-	-	-	-	-	-	-	12,500	-	-	-	-	-	-	-	-	-	-	12,500
I	Pedestrian light @ Dale St & Natur	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000	-	-	-	-	-	25,000
I	Pedestrian Light @ Hamline & Bel	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000	-	-	25,000
I	Pedestrian light @ Hamline & Gard	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000	-	-	-	-	-	25,000
I	Pedestrian light @ Lexington Ave &	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000	-	25,000
I	Pedestrian light @ Lexington Ave &	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000	-	25,000
I	Pedestrian Light @ Lydia & Lincol	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000	-	-	-	-	25,000
I	Pedestrian Light @ Lydia & Lincol	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000	-	-	-	-	25,000
I	Pedestrian light @ Victoria St & Cē	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000	-	-	25,000
		-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	10,000
		\$ 52,500	\$ -	\$ 137,500	\$ 172,500	\$ 262,500	\$ 55,000	\$ 247,500	\$ 615,000	\$ 47,500	\$ 300,000	\$ 75,000	\$ 160,000	\$ 247,500	\$ 255,000	\$ 127,500	\$ 80,000	\$ 52,500	\$ 282,500	\$ 72,500	\$ -	\$ 3,242,500

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
Tax Levy: Current	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000
Tax Levy: Add/Sub	-	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000
Other: Transfer from PMP	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earnings	2,036	2,268	2,678	3,042	1,609	912	1,458	1,110	1,158	1,507	1,759	2,113	1,321	572	1,114	1,662	916	1,012	1,009	856	
Revenues	\$ 257,036	\$ 322,268	\$ 322,678	\$ 323,042	\$ 321,609	\$ 320,912	\$ 321,458	\$ 321,110	\$ 321,158	\$ 321,507	\$ 321,759	\$ 322,113	\$ 321,321	\$ 320,572	\$ 321,114	\$ 321,662	\$ 320,916	\$ 321,012	\$ 321,009	\$ 320,856	\$ 6,365,113
Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Furniture & Fixtures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Improvements	233,800	281,300	286,300	466,300	391,300	266,300	356,300	316,300	286,300	296,300	286,300	401,300	396,300	266,300	266,300	396,300	311,300	321,300	336,300	316,300	
Expenditures	\$ 233,800	\$ 281,300	\$ 286,300	\$ 466,300	\$ 391,300	\$ 266,300	\$ 356,300	\$ 316,300	\$ 286,300	\$ 296,300	\$ 286,300	\$ 401,300	\$ 396,300	\$ 266,300	\$ 266,300	\$ 396,300	\$ 311,300	\$ 321,300	\$ 336,300	\$ 316,300	\$ 6,478,500
Beginning Cash Balance	\$ 203,584	\$ 226,820	\$ 267,788	\$ 304,166	\$ 160,908	\$ 91,217	\$ 145,829	\$ 110,987	\$ 115,797	\$ 150,655	\$ 175,861	\$ 211,320	\$ 132,133	\$ 57,155	\$ 111,426	\$ 166,240	\$ 91,603	\$ 101,219	\$ 100,931	\$ 85,640	
Annual Surplus (deficit)	23,236	40,968	36,378	(143,258)	(69,691)	54,612	(34,842)	4,810	34,858	25,207	35,459	(79,187)	(74,979)	54,272	54,814	(74,638)	9,616	(288)	(15,291)	4,556	
Cash Balance	\$ 226,820	\$ 267,788	\$ 304,166	\$ 160,908	\$ 91,217	\$ 145,829	\$ 110,987	\$ 115,797	\$ 150,655	\$ 175,861	\$ 211,320	\$ 132,133	\$ 57,155	\$ 111,426	\$ 166,240	\$ 91,603	\$ 101,219	\$ 100,931	\$ 85,640	\$ 90,197	

Cash Balance (Year-End) *	\$ 145,570	2022
Planned CIP Surplus/Deficit	58,014	2023
Adjust for Delayed CIP Items	-	2023
Cash Balance (Beg. Year)	\$ 203,584	2024

* Current Assets - Current Liabilities



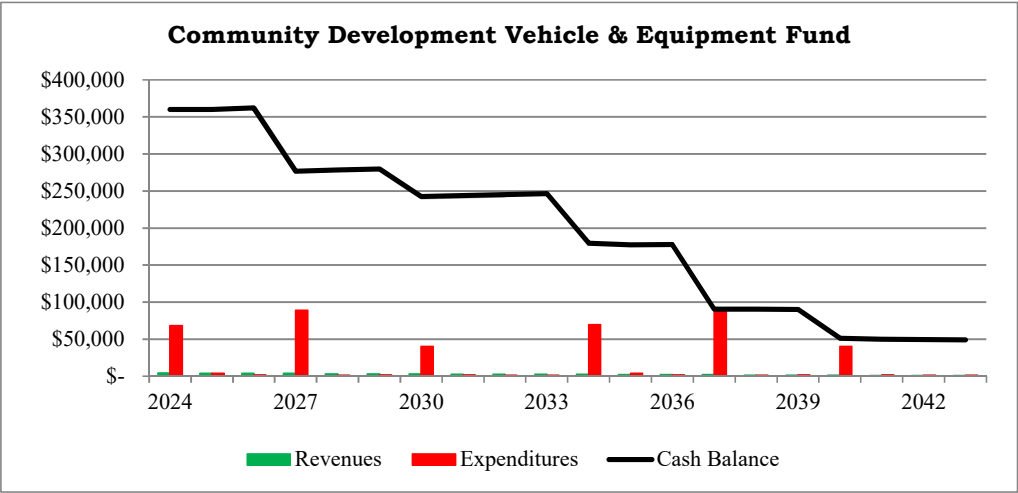
Expenditure Detail

Key	Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
I	Pathway maintenance	180,000	180,000	180,000	180,000	180,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	220,000	220,000	220,000	220,000	220,000	\$ 4,000,000
I	Pathway construction - NEW	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	950,000
I	BNSF Railway lease payment	16,300	16,300	16,300	16,300	16,300	16,300	16,300	16,300	16,300	16,300	16,300	16,300	16,300	16,300	16,300	16,300	16,300	16,300	16,300	16,300	326,000
I	PARKLOT-001 Acorn 2 east lots	-	-	-	-	-	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	-	35,000
I	PARKLOT-002 Acorn west lot	-	-	-	-	-	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	-	35,000
I	PARKLOT-004 Autumn Grove(2010)	-	-	-	-	-	-	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	35,000
I	PARKLOT-007 Nature Center	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000	-	30,000
I	PARKLOT-008 Central Pk EDale(2010)	-	-	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-	20,000
I	PARKLOT-009 Arboretum(2022)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000	-	20,000
I	PARKLOT-010/039 Central Park L	-	-	-	-	-	-	90,000	-	-	-	-	-	-	-	-	-	-	-	-	-	90,000
I	PARKLOT-011 Central Pk EVictor	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	-	-	-	-	-	-	30,000
I	PARKLOT-012 Central Park Lions	-	-	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000
I	PARKLOT-013 Central Pk W Victo	-	-	-	-	-	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	-	35,000
I	PARKLOT-014 Evergreen(2000)	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000
I	PARKLOT-016 Howard Johnson(2000)	-	-	-	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000
I	PARKLOT-017 Langton Lk East	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	10,000
I	PARKLOT-018 Langton Lk S lot o	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000	-	-	25,000

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
I PARKLOT-019 Langton Baseball/Soccer Lot																	25,000				25,000
I PARKLOT-020 Lexington Pk off Cty B(2023)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000	30,000
I PARKLOT-021 Oasis Park(2016)	-	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-	-	20,000
I PARKLOT-022 Reservior Woods(2	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000
I PARKLOT-023 Rosebrook North I	-	-	-	35,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	35,000
I PARKLOT-024 Rosebrook Wading	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	15,000
I PARKLOT-025 City Hall(2004)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	110,000	-	-	-	-	110,000
I PARKLOT-026 Fire Station 1 Lexington Driveway										30,000											30,000
I PARKLOT-027 Fire Station 1 Lexi	-	-	-	-	-	-	-	-	-	-	-	30,000	-	-	-	-	-				30,000
I PARKLOT-028 Kent St Dog Park(	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000
I PARKLOT-031 Police Driveway					10,000																10,000
I PARKLOT-033 Public Works Yarc	-	-	-	-	-	-	-	-	-	-	-	-	70,000	-	-	-	-	-	-	-	70,000
I PARKLOT-034 Roseville Skating C	-	-	-	115,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	115,000
I PARKLOT-035 Roseville Skating C	-	-	-	-	115,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	115,000
I PARKLOT-036 Sandcastle(2004)	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000
I PARKLOT-037 Veterans VFW Lot(1995)		35,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	35,000
I PARKLOT-038 B-Dale(2016)	-	-	-	-	-	-	-	-	-	-	-	-	25,000	-	-	-	-	-	-	-	25,000
I PARKLOT-041 Owasso Cherrywo	-	-	-	-	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	20,000
prof services & op supplies	17,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	17,500
	\$ 233,800	\$ 281,300	\$ 286,300	\$ 466,300	\$ 391,300	\$ 266,300	\$ 356,300	\$ 316,300	\$ 286,300	\$ 296,300	\$ 286,300	\$ 401,300	\$ 396,300	\$ 266,300	\$ 266,300	\$ 396,300	\$ 311,300	\$ 321,300	\$ 336,300	\$ 316,300	\$ 6,478,500

		<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>	<u>2035</u>	<u>2036</u>	<u>2037</u>	<u>2038</u>	<u>2039</u>	<u>2040</u>	<u>2041</u>	<u>2042</u>	<u>2043</u>	
Tax Levy: current	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tax Levy: Add/Sub		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -
Fees, Licenses, & Permits		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -
Sale of Assets		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -
Interest Earnings		4,240	3,602	3,600	3,621	2,767	2,785	2,798	2,428	2,437	2,451	2,466	1,795	1,775	1,778	906	905	899	510	500	495	\$ 42,758
Revenues	\$	4,240	3,602	3,600	3,621	2,767	2,785	2,798	2,428	2,437	2,451	2,466	1,795	1,775	1,778	906	905	899	510	500	495	\$ 42,758
Vehicles	\$	68,000	\$ -	\$ -	\$ 28,000	\$ -	\$ -	\$ 28,000	\$ -	\$ -	\$ -	\$ 68,000	\$ -	\$ -	\$ 28,000	\$ -	\$ -	\$ 28,000	\$ -	\$ -	\$ -	-
Equipment		-	2,800	-	60,000	-	-	10,800	-	-	-	-	2,800	-	60,000	-	-	10,800	-	-	-	-
Furniture & Fixtures		-	1,000	1,500	1,000	1,000	1,500	1,000	1,500	1,000	1,000	1,500	1,000	1,500	1,000	1,000	1,500	1,000	1,500	1,000	1,000	-
Buildings		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Improvements		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Expenditures	\$	68,000	3,800	1,500	89,000	1,000	1,500	39,800	1,500	1,000	1,000	69,500	3,800	1,500	89,000	1,000	1,500	39,800	1,500	1,000	1,000	\$ 417,700
Beginning Cash Balance	\$	423,953	\$ 360,193	\$ 359,994	\$ 362,094	\$ 276,715	\$ 278,482	\$ 279,767	\$ 242,765	\$ 243,693	\$ 245,130	\$ 246,581	\$ 179,547	\$ 177,542	\$ 177,818	\$ 90,596	\$ 90,502	\$ 89,907	\$ 51,006	\$ 50,016	\$ 49,516	-
Annual Surplus (deficit)		(63,760)	(198)	2,100	(85,379)	1,767	1,285	(37,002)	928	1,437	1,451	(67,034)	(2,005)	275	(87,222)	(94)	(595)	(38,901)	(990)	(500)	(505)	-
Cash Balance	\$	360,193	\$ 359,994	\$ 362,094	\$ 276,715	\$ 278,482	\$ 279,767	\$ 242,765	\$ 243,693	\$ 245,130	\$ 246,581	\$ 179,547	\$ 177,542	\$ 177,818	\$ 90,596	\$ 90,502	\$ 89,907	\$ 51,006	\$ 50,016	\$ 49,516	\$ 49,011	-

Cash Balance (Year-End) *	\$	400,000	2022
Less Amt Needed for Operations **		-	2023
Planned CIP Surplus/Deficit		23,953	2023
Adjust for Delayed CIP Items		-	2023
Cash Balance (Beg. Year)	\$	423,953	2024
Adopted Budget (Excl.Capital)			2022



Expenditure Detail

Key	Description	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>	<u>2035</u>	<u>2036</u>	<u>2037</u>	<u>2038</u>	<u>2039</u>	<u>2040</u>	<u>2041</u>	<u>2042</u>	<u>2043</u>	
V	Inspection vehicles	\$ 68,000	\$ -		\$ 28,000			\$ 28,000	\$ -	\$ -		\$ 68,000	\$ -	\$ -	\$ 28,000	-	-	28,000		-	-	\$ 248,000
E	Computers/monitors - now operations																					-
E	E-Plan Review: Smartboard	-	2,800		-		-	2,800		-		-	2,800		-		-	2,800		-	-	11,200
E	E-Plan Review: Software	-	-	-	-	-	-	8,000		-	-	-	-	-	-	-	-	8,000		-	-	16,000
E	Online Permit/Schedul. Software	-	-		60,000	-	-	-	-	-	-	-	-	-	60,000	-	-	-	-	-	-	120,000
F	Office furniture	-	1,000	1,500	1,000	1,000	1,500	1,000	1,500	1,000	1,000	1,500	1,000	1,500	1,000	1,000	1,500	1,000	1,500	1,000	1,000	22,500
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		\$ 68,000	\$ 3,800	\$ 1,500	\$ 89,000	\$ 1,000	\$ 1,500	\$ 39,800	\$ 1,500	\$ 1,000	\$ 1,000	\$ 69,500	\$ 3,800	\$ 1,500	\$ 89,000	\$ 1,000	\$ 1,500	\$ 39,800	\$ 1,500	\$ 1,000	\$ 1,000	\$ 417,700

City of Roseville
Capital Improvement Plan: **Water Capital Fund (610)**
2024-2043

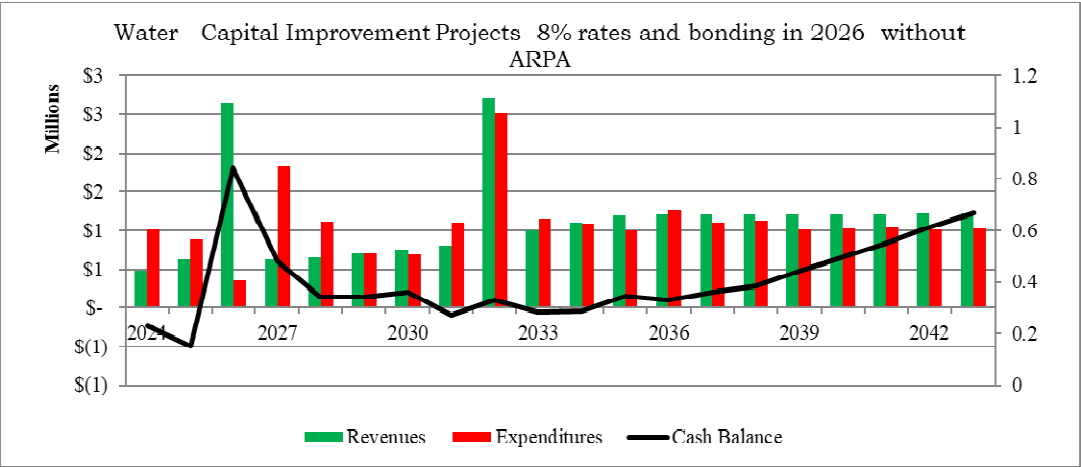
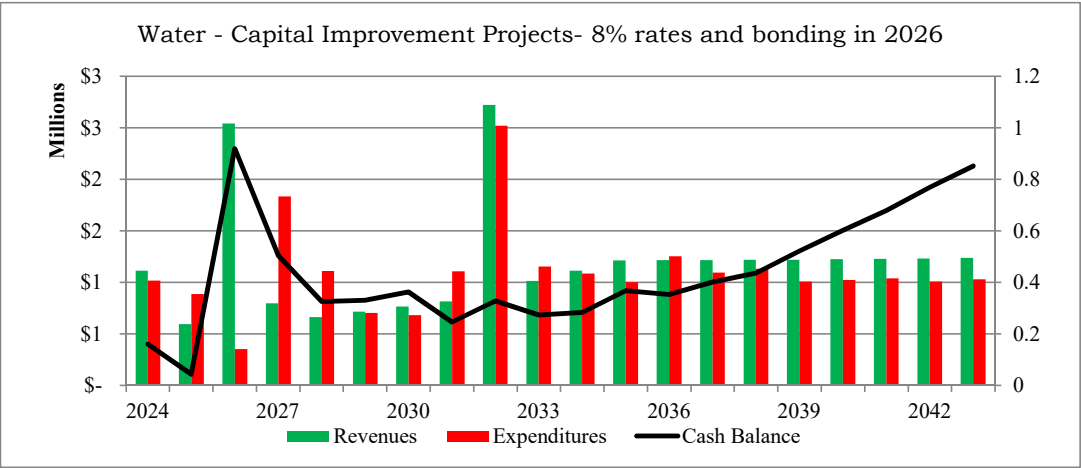
Updated 8/9/2023

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
Tax Levy: current	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Tax Levy: Add/Sub	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Fees, Licenses, & Permits	470,000	507,600	548,208	592,065	639,430	700,000	750,000	800,000	900,000	1,000,000	1,100,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	18,807,302
Debt Issuance	-	-	1,991,909	-	-	-	-	-	1,810,000	-	-	-	-	-	-	-	-	-	-	-	3,801,909
Other - Arden Hills/ARPA	638,600	80,000	-	160,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	878,600
Interest Earnings	6,116	8,030	2,183	45,949	25,219	16,292	16,498	18,148	12,331	16,398	13,646	14,179	18,382	17,670	20,083	21,805	26,081	30,123	33,945	38,444	401,523
Revenues	\$ 1,114,716	\$ 595,630	\$ 2,542,300	\$ 798,014	\$ 664,649	\$ 716,292	\$ 766,498	\$ 818,148	\$ 2,722,331	\$ 1,016,398	\$ 1,113,646	\$ 1,214,179	\$ 1,218,382	\$ 1,217,670	\$ 1,220,083	\$ 1,221,805	\$ 1,226,081	\$ 1,230,123	\$ 1,233,945	\$ 1,238,444	\$ 23,889,334
Vehicles	\$ -	\$ 134,000	\$ -	\$ -	\$ -	\$ 136,000	\$ 170,000	\$ 30,000	\$ -	\$ -	\$ 73,000	\$ -	\$ 110,000	\$ 63,000	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ -	
Equipment	125,000	140,000	140,000	432,500	547,000	56,000	-	65,000	15,000	-	-	-	140,000	-	130,000	4,000	20,000	-	5,000	27,000	
Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Improvements	894,000	614,000	214,000	1,402,000	564,000	514,000	514,000	1,014,000	2,504,000	1,154,000	1,014,000	1,004,000	1,004,000	1,034,000	1,004,000	1,004,000	1,004,000	1,004,000	1,004,000	1,004,000	
Expenditures	\$ 1,019,000	\$ 888,000	\$ 354,000	\$ 1,834,500	\$ 1,111,000	\$ 706,000	\$ 684,000	\$ 1,109,000	\$ 2,519,000	\$ 1,154,000	\$ 1,087,000	\$ 1,004,000	\$ 1,254,000	\$ 1,097,000	\$ 1,134,000	\$ 1,008,000	\$ 1,024,000	\$ 1,039,000	\$ 1,009,000	\$ 1,031,000	\$ 22,065,500
Beginning Cash Balance	\$ 305,808	\$ 401,524	\$ 109,154	\$ 2,297,454	\$ 1,260,968	\$ 814,617	\$ 824,909	\$ 907,408	\$ 616,556	\$ 819,887	\$ 682,285	\$ 708,930	\$ 919,109	\$ 883,491	\$ 1,004,161	\$ 1,090,244	\$ 1,304,049	\$ 1,506,130	\$ 1,697,253	\$ 1,922,198	
Annual Surplus (deficit)	95,716	(292,370)	2,188,300	(1,036,486)	(446,351)	10,292	82,498	(290,852)	203,331	(137,602)	26,646	210,179	(35,618)	120,670	86,083	213,805	202,081	191,123	224,945	207,444	
Cash Balance	\$ 401,524	\$ 109,154	\$ 2,297,454	\$ 1,260,968	\$ 814,617	\$ 824,909	\$ 907,408	\$ 616,556	\$ 819,887	\$ 682,285	\$ 708,930	\$ 919,109	\$ 883,491	\$ 1,004,161	\$ 1,090,244	\$ 1,304,049	\$ 1,506,130	\$ 1,697,253	\$ 1,922,198	\$ 2,129,642	

Cash Balance (Year-End) *	\$ 891,181	2022
Less Amt Needed for Operations **	(665,019)	2022
Planned CIP Surplus/Deficit	79,645	2023
Adjust for Delayed CIP Items		2023
Cash Balance (Beg. Year)	\$ 305,808	2024
Adopted Budget (Excl.Capital, Dep	\$ 6,650,185	2023

* Current Assets - Current Liabilities excl. Deposits
** 10% of Annual Budget Needed for Cash-Flow Purposes

If we don't fund 100% of depreciation, \$470,000 available in 2024



Expenditure Detail

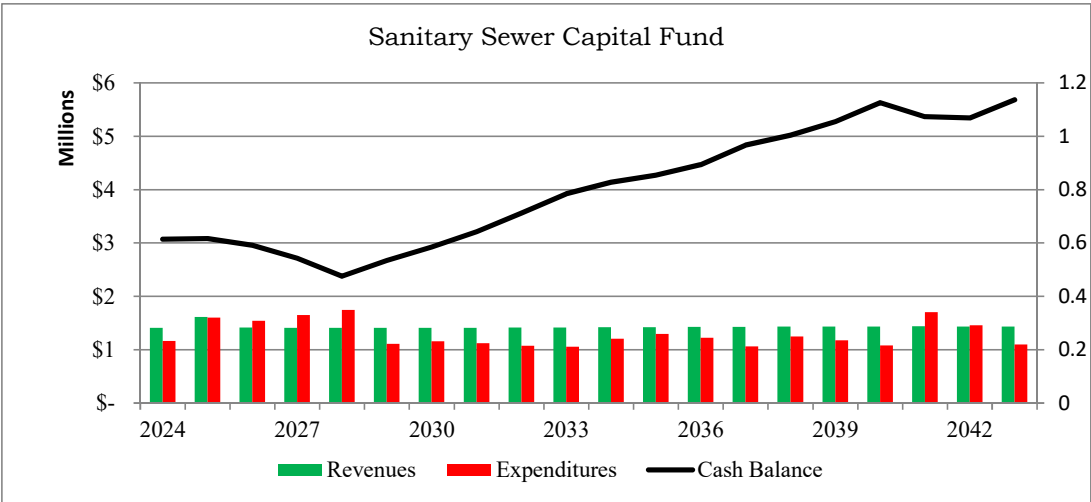
Key	Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
E #137	Electronic message board-atte	-	-	-	7,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ 7,500
E #138	Felling Trailer	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000
E #211	A14 Compactor 315D	-	-	-	-	7,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,000	14,000
E #211	Thumb Bucket 315D	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	20,000
E #211A	Sand Bucket 24" 315D	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	5,000	5,000	30,000
E #225	A12 Backhoe hydro hammer (	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000
E #225	A13 Backhoe Rotobec 360 gr:	-	-	-	-	-	7,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,000
E #225	Backhoe 305	-	-	-	-	-	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	40,000
E #236	Felling Trailer	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	10,000
E #237	Bomag BMP8500 articulating	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	15,000	30,000
E #240	Wachs Valve Maintenance Tr:	-	-	-	-	90,000	-	-	-	-	-	-	-	-	-	90,000	-	-	-	-	-	180,000
E #xx	6" Pump Trailer	-	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000
E #xx	GPS Unit (1/3)	-	-	-	-	-	4,000	-	-	-	-	-	-	-	-	-	4,000	-	-	-	-	8,000
E #xx	Skid Steer (Track)	25,000	-	-	-	-	-	-	25,000	-	-	-	-	-	-	25,000	-	-	-	-	-	75,000
E	Asset Management System	-	-	40,000	-	-	-	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	80,000
E	Trench Box - main 10'x8'	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	-	-	-	-	-	-	30,000
E	Trench Box GME 5'x3'	-	-	-	-	15,000	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	30,000
E	Water AMR meter system replacem	100,000	100,000	100,000	425,000	425,000	-	-	-	-	-	-	-	100,000	-	-	-	-	-	-	-	1,250,000
I	Water Booster Station	-	400,000	-	800,000	50,000	-	-	-	-	140,000	-	-	-	30,000	-	-	-	-	-	-	1,420,000
I	Elevated storage tank repainting cor	10,000	10,000	10,000	98,000	10,000	10,000	10,000	10,000	1,500,000	10,000	10,000	-	-	-	-	-	-	-	-	-	1,688,000
I	Replace Water Tower Fence	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000

	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>	<u>2035</u>	<u>2036</u>	<u>2037</u>	<u>2038</u>	<u>2039</u>	<u>2040</u>	<u>2041</u>	<u>2042</u>	<u>2043</u>	
I Replace/Upgrade SCADA system (	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	80,000
I Water Main Replacement *	850,000	200,000	200,000	500,000	500,000	500,000	500,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	16,250,000
V #206 Ram 3500 pickup	-	-	-	-	-	-	-	-	-	-	73,000	-	-	-	-	-	-	-	-	-	73,000
V #208 Ford Transit Cargo Meter Var	-	-	-	-	-	63,000	-	-	-	-	-	-	-	63,000	-	-	-	-	-	-	126,000
V #211 Backhoe incl bucket 315D 1/3	-	134,000	-	-	-	-	-	-	-	-	-	-	110,000	-	-	-	-	-	-	-	244,000
V #213 Water Utility Mobile Workshc	-	-	-	-	-	-	170,000	-	-	-	-	-	-	-	-	-	-	-	-	-	170,000
V #221 F250 4x4 pickup with crew	-	-	-	-	-	73,000	-	-	-	-	-	-	-	-	-	-	-	35,000	-	-	108,000
V #222 Mitsubishi Outlander PHEV	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	-	-	-	-	-	-	30,000
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	\$ 1,019,000	\$ 888,000	\$ 354,000	\$ 1,834,500	\$ 1,111,000	\$ 706,000	\$ 684,000	\$ 1,109,000	\$ 2,519,000	\$ 1,154,000	\$ 1,087,000	\$ 1,004,000	\$ 1,254,000	\$ 1,097,000	\$ 1,134,000	\$ 1,008,000	\$ 1,024,000	\$ 1,039,000	\$ 1,009,000	\$ 1,031,000	\$ 22,065,500

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
Tax Levy: current	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tax Levy: Add/Sub	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -
Fees, Licenses, & Permits	1,381,000	1,381,000	1,381,000	1,381,000	1,381,000	1,381,000	1,381,000	1,381,000	1,381,000	1,381,000	1,381,000	1,381,000	1,381,000	1,381,000	1,381,000	1,381,000	1,381,000	1,381,000	1,381,000	1,381,000	\$ 27,620,000
Grants (Met Council, etc)		200,000																			\$ 200,000
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -
Interest Earnings	28,162	30,664	30,801	29,529	27,139	23,760	26,708	29,245	32,132	35,574	39,200	41,361	42,665	44,662	48,303	50,156	52,733	56,280	53,613	53,419	\$ 776,107
Revenues	\$ 1,409,162	\$ 1,611,664	\$ 1,411,801	\$ 1,410,529	\$ 1,408,139	\$ 1,404,760	\$ 1,407,708	\$ 1,410,245	\$ 1,413,132	\$ 1,416,574	\$ 1,420,200	\$ 1,422,361	\$ 1,423,665	\$ 1,425,662	\$ 1,429,303	\$ 1,431,156	\$ 1,433,733	\$ 1,437,280	\$ 1,434,613	\$ 1,434,419	\$ 28,596,107
Vehicles	\$ -	\$ 134,000	\$ 75,000	\$ 73,000	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 238,000	\$ 110,000	\$ -	\$ 75,000	\$ 73,000	\$ -	\$ 650,000	\$ -	\$ -	
Equipment	45,000	40,000	130,000	7,500	42,000	56,000	100,000	67,500	15,000	-	-	-	60,000	7,500	115,000	46,500	25,000	-	100,000	42,000	
Furniture & Fixtures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Improvements	1,114,000	1,424,000	1,334,000	1,569,000	1,054,000	1,054,000	1,054,000	1,054,000	1,054,000	1,054,000	1,054,000	1,054,000	1,054,000	1,054,000	1,054,000	1,054,000	1,054,000	1,054,000	1,354,000	1,054,000	
Expenditures	\$ 1,159,000	\$ 1,598,000	\$ 1,539,000	\$ 1,649,500	\$ 1,746,000	\$ 1,110,000	\$ 1,154,000	\$ 1,121,500	\$ 1,069,000	\$ 1,054,000	\$ 1,204,000	\$ 1,292,000	\$ 1,224,000	\$ 1,061,500	\$ 1,244,000	\$ 1,173,500	\$ 1,079,000	\$ 1,704,000	\$ 1,454,000	\$ 1,096,000	\$ 25,732,000
Beginning Cash Balance	\$ 2,816,236	\$ 3,066,398	\$ 3,080,062	\$ 2,952,863	\$ 2,713,892	\$ 2,376,031	\$ 2,670,791	\$ 2,924,499	\$ 3,213,244	\$ 3,557,376	\$ 3,919,950	\$ 4,136,150	\$ 4,266,511	\$ 4,466,176	\$ 4,830,338	\$ 5,015,641	\$ 5,273,298	\$ 5,628,031	\$ 5,361,311	\$ 5,341,924	
Annual Surplus (deficit)	250,162	13,664	(127,199)	(238,971)	(337,861)	294,760	253,708	288,745	344,132	362,574	216,200	130,361	199,665	364,162	185,303	257,656	354,733	(266,720)	(19,387)	338,419	
Cash Balance	\$ 3,066,398	\$ 3,080,062	\$ 2,952,863	\$ 2,713,892	\$ 2,376,031	\$ 2,670,791	\$ 2,924,499	\$ 3,213,244	\$ 3,557,376	\$ 3,919,950	\$ 4,136,150	\$ 4,266,511	\$ 4,466,176	\$ 4,830,338	\$ 5,015,641	\$ 5,273,298	\$ 5,628,031	\$ 5,361,311	\$ 5,341,924	\$ 5,680,343	

Cash Balance (Year-End) *	\$ 2,600,368	2022
Less Amt Needed for Operations **	(388,310)	2022
Planned CIP Surplus/Deficit	604,178	2023
Adjust for Delayed CIP Items	-	2023
Cash Balance (Beg. Year)	\$ 2,816,236	2024
Adopted Budget (Excl.Capital, Dep	\$ 3,883,099	2023

* Current Assets - Current Liabilities
** 10% of Annual Budget Needed for Cash-Flow Purposes



** 2020 Utility fee amount requires a 0.0% rate increase

Expenditure Detail

Key	Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
E #137	Electronic message board-atte	-	-	-	7,500	-	-	-	-	-	-	-	-	-	7,500	-	-	-	-	-	-	\$ 15,000
E #211	A14 Compactor 315D (1/3)	-	-	-	-	7,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,000	14,000
E #211	Thumb Bucket 315D	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	20,000
E #211A	Sand Bucket 24" 315D	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	20,000
E #214	Televising Trailer	-	-	-	-	-	-	-	42,500	-	-	-	-	-	-	-	42,500	-	-	-	-	85,000
E #215	Easement Machine	-	-	-	-	35,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	35,000	70,000
E #220	T-10ST Towmaster trailer	20,000	-	-	-	-	-	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	40,000
E #225	A12 Backhoe hydro hammer (	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000
E #225	A13 Backhoe Rotobec 360 gr	-	-	-	-	-	7,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,000
E #225	Backhoe 305	-	-	-	-	-	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	40,000
E #235	Himoinsa portable 40kW gene	-	-	90,000	-	-	-	-	-	-	-	-	-	-	-	90,000	-	-	-	-	-	180,000
E #237	Bomag BMP8500 articulating	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	15,000
E #241	Envirosight Rover x camera	-	-	-	-	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	100,000	-	200,000
E #xx	6" Pump Trailer	-	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000
E #xx	GPS Unit (1/3)	-	-	-	-	-	4,000	-	-	-	-	-	-	-	-	-	4,000	-	-	-	-	8,000
E #xx	Skid Steer (Track)	25,000	-	-	-	-	-	-	25,000	-	-	-	-	-	-	25,000	-	-	-	-	-	75,000

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
E Asset Management System	-	-	40,000	-	-	-	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	80,000
E Computer replacement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000	-	-	-	5,000
I Replace/Upgrade SCADA system (	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	80,000
I I & I reduction	75,000	75,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	1,050,000
I Lift Station - Brenner upgrade, no g	-	-	20,000	200,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	220,000
I Lift Station - Center Street upgrade,	-	25,000	225,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	250,000
I Lift Station - Cohansey upgrade, ad	30,000	270,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	300,000
I Lift Station - Dale/Owasso Rehab, &	405,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	405,000
I Lift Station - Fulham Rehab	-	-	35,000	315,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	350,000
I Lift Station - Josephine Rehab	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	300,000	-	300,000
I Lift Station Condition Analysis	-	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	50,000
I Sewer main repairs	600,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	19,600,000
V #201 Jetter/Vactor/Freightliner	-	-	-	-	650,000	-	-	-	-	-	-	-	-	-	-	-	-	650,000	-	-	1,300,000
V #202 F350 4x4 pickup / lift gate	-	-	-	-	-	-	-	-	-	-	-	73,000	-	-	-	-	-	-	-	-	73,000
V #209 Chev 5500HD /with crane anc	-	-	-	-	-	-	-	-	-	-	-	165,000	-	-	-	-	-	-	-	-	165,000
V #211 Backhoe incl bucket 315D 1/3	-	134,000	-	-	-	-	-	-	-	-	-	-	110,000	-	-	-	-	-	-	-	244,000
V #217 F350 4x4 pickup	-	-	75,000	-	-	-	-	-	-	-	-	-	-	-	75,000	-	-	-	-	-	150,000
V #510 Water Truck (1/2 with Parks)	-	-	-	-	-	-	-	-	-	-	150,000	-	-	-	-	-	-	-	-	-	150,000
V #223 F250 4x4 pickup with crew	-	-	-	73,000	-	-	-	-	-	-	-	-	-	-	-	73,000	-	-	-	-	146,000
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	\$ 1,159,000	\$ 1,598,000	\$ 1,539,000	\$ 1,649,500	\$ 1,746,000	\$ 1,110,000	\$ 1,154,000	\$ 1,121,500	\$ 1,069,000	\$ 1,054,000	\$ 1,204,000	\$ 1,292,000	\$ 1,224,000	\$ 1,061,500	\$ 1,244,000	\$ 1,173,500	\$ 1,079,000	\$ 1,704,000	\$ 1,454,000	\$ 1,096,000	\$ 25,732,000

City of Roseville
Capital Improvement Plan: **Storm Sewer Capital Fund (640)**
2024-2043

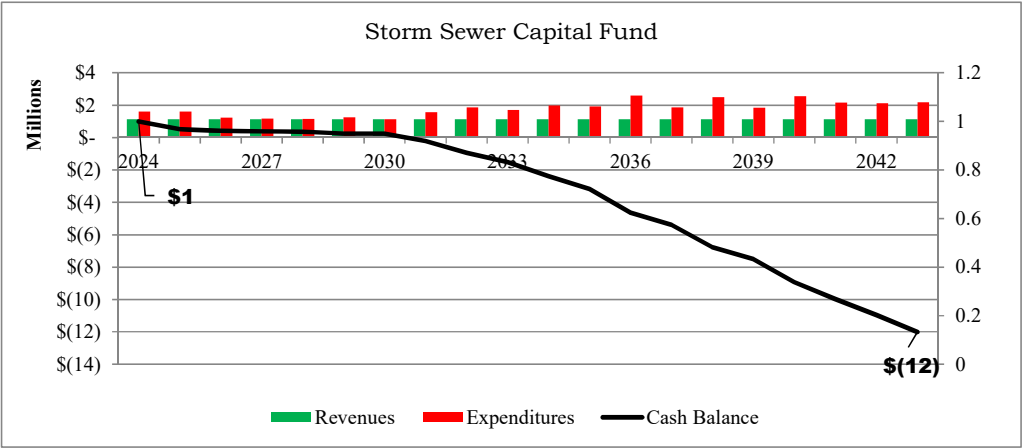
Updated 8/9/2023

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
Tax Levy: current	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tax Levy: Add/Sub		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -
Fees, Licenses, & Permits	1,115,000	1,115,000	1,115,000	1,115,000	1,115,000	1,115,000	1,115,000	1,115,000	1,115,000	1,115,000	1,115,000	1,115,000	1,115,000	1,115,000	1,115,000	1,115,000	1,115,000	1,115,000	1,115,000	1,115,000	\$ 22,300,000
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -
Interest Earnings	14,540	9,845	5,063	4,114	3,740	3,568	2,283	2,316	-	-	-	-	-	-	-	-	-	-	-	-	\$ 45,469
Revenues	\$ 1,129,540	\$ 1,124,845	\$ 1,120,063	\$ 1,119,114	\$ 1,118,740	\$ 1,118,568	\$ 1,117,283	\$ 1,117,316	\$ 1,115,000	\$ 1,115,000	\$ 1,115,000	\$ 1,115,000	\$ 1,115,000	\$ 1,115,000	\$ 1,115,000	\$ 1,115,000	\$ 1,115,000	\$ 1,115,000	\$ 1,115,000	\$ 1,115,000	\$ 22,345,469
Vehicles	\$ 570,000	\$ 134,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 358,000	\$ 250,000	\$ -	\$ 375,000	\$ 250,000	\$ 575,000	\$ -	\$ 315,000	\$ -	\$ 134,000	\$ -	\$ -	\$ -	
Equipment	25,000	440,000	96,000	7,500	17,000	158,000	25,000	80,000	-	105,000	11,000	75,000	-	7,500	390,000	4,000	125,000	50,000	11,000	72,000	
Furniture & Fixtures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Improvements	1,004,000	1,029,000	1,119,000	1,149,000	1,119,000	1,089,000	1,089,000	1,124,000	1,599,000	1,589,000	1,589,000	1,589,000	2,009,000	1,849,000	1,789,000	1,839,000	2,289,000	2,099,000	2,099,000	2,089,000	
Expenditures	\$ 1,599,000	\$ 1,603,000	\$ 1,215,000	\$ 1,156,500	\$ 1,136,000	\$ 1,247,000	\$ 1,114,000	\$ 1,562,000	\$ 1,849,000	\$ 1,694,000	\$ 1,975,000	\$ 1,914,000	\$ 2,584,000	\$ 1,856,500	\$ 2,494,000	\$ 1,843,000	\$ 2,548,000	\$ 2,149,000	\$ 2,110,000	\$ 2,161,000	\$ 35,810,000
Beginning Cash Balance	\$ 1,453,956	\$ 984,496	\$ 506,341	\$ 411,404	\$ 374,018	\$ 356,758	\$ 228,326	\$ 231,609	\$ (213,075)	\$ (947,075)	\$ (1,526,075)	\$ (2,386,075)	\$ (3,185,075)	\$ (4,654,075)	\$ (5,395,575)	\$ (6,774,575)	\$ (7,502,575)	\$ (8,935,575)	\$ (9,969,575)	\$ (10,964,575)	
Annual Surplus (deficit)	(469,460)	(478,155)	(94,937)	(37,386)	(17,260)	(128,432)	3,283	(444,684)	(734,000)	(579,000)	(860,000)	(799,000)	(1,469,000)	(741,500)	(1,379,000)	(728,000)	(1,433,000)	(1,034,000)	(995,000)	(1,046,000)	
Cash Balance	\$ 984,496	\$ 506,341	\$ 411,404	\$ 374,018	\$ 356,758	\$ 228,326	\$ 231,609	\$ (213,075)	\$ (947,075)	\$ (1,526,075)	\$ (2,386,075)	\$ (3,185,075)	\$ (4,654,075)	\$ (5,395,575)	\$ (6,774,575)	\$ (7,502,575)	\$ (8,935,575)	\$ (9,969,575)	\$ (10,964,575)	\$ (12,010,575)	

Cash Balance (Year-End) *	\$ 1,782,083	2022
Less Amt Needed for Operations **	(88,370)	2022
Planned CIP Surplus/Deficit	(239,757)	2023
Adjust for Delayed CIP Items	-	2023
Cash Balance (Beg. Year)	\$ 1,453,956	2024
Adopted Budget (Excl.Capital, Depr.	\$ 883,700	2023

* Current Assets - Current Liabilities
** 10% of Annual Budget Needed for Cash-Flow Purposes

** 2020 Utility fee amount requires a 0.0% rate increase



Expenditure Detail

Key	Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
E	#110 Polar Trac - Mower/Snow Blow	-	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	-	-	50,000	-	-	90,000
E	#116 Tractor (1/2 streets)	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000	
E	#116F Tractor Flail	-	-	-	-	-	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	25,000	
E	#116P Tractor Plow	-	-	-	-	-	32,000	-	-	-	-	-	-	-	-	-	-	-	-	-	32,000	
E	#126 Bobcat Skidsteer	-	-	85,000	-	-	-	-	-	-	85,000	-	-	-	-	-	-	85,000	-	-	-	255,000
E	#130 Steamer "Amazing Machine"	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	-	20,000	-	-	-	40,000
E	#137 Electronic message board-atten	-	-	-	7,500	-	-	-	-	-	-	-	-	-	7,500	-	-	-	-	-	-	15,000
E	#140 Toro Grand Stand	-	-	11,000	-	-	-	-	-	-	-	11,000	-	-	-	-	-	-	-	11,000	-	33,000
E	#163 Electronic message board	-	-	-	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	-	20,000
E	#164 Bobcat UTV	-	25,000	-	-	-	-	-	-	-	-	-	25,000	-	-	-	-	-	-	-	-	50,000
E	#165 5 ton trailer	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	15,000	30,000
E	#168 Wildecat Compost Turner	-	375,000	-	-	-	-	-	-	-	-	-	-	-	-	355,000	-	-	-	-	-	730,000
E	#171 Tennant 6600 sweeper	-	-	-	-	-	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	50,000
E	#176 PJ Trailer for mowers	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	20,000
E	#211 A14 Compactor 315D	-	-	-	-	7,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,000	14,000
E	#211 Thumb Bucket 315D	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	20,000
E	#211A Sand Bucket 24" 315D	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	20,000
E	#225 A12 Backhoe hydro hammer (1/3)	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000
E	#225 A13 Backhoe Rotobec 360 grapple (1/3)	-	-	-	-	-	7,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,000
E	#225 Backhoe 305	-	-	-	-	-	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	40,000
E	#xx 6" Pump Trailer	-	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000
E	#xx GPS Unit (1/3)	-	-	-	-	-	4,000	-	-	-	-	-	-	-	-	-	4,000	-	-	-	-	8,000
E	#xx Skid Steer (Track)	25,000	-	-	-	-	-	-	25,000	-	-	-	-	-	-	25,000	-	-	-	-	-	75,000
I	Asset Management System (1/3)	-	-	40,000	-	-	-	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	80,000

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
I Lift Station - Arona Upgrades	-		-	-	-	-	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	25,000
I Lift Station - Generator for St Croix	-	-	-	-	-	-	-	-	-	-	-	-	180,000	-	-	-	-	-	-	-	180,000
I Lift Station - Gottfreid Upgrades	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	200,000	-	-	-	200,000
I Lift Station - Millwood Upgrades	-		-	-	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000
I Lift Station Condition Analysis	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000
I Mount Ridge Storm Station Upgrade	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	50,000	-	-	-	-	50,000
I Plan - Update stormwater mgmt plan	-	-	-	60,000	-	-	-	-	-	-	-	-	-	60,000	-	-	-	-	-	-	120,000
I Projects - Bubbler System	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	10,000	-	20,000
I Projects - Fountain - Frog Pond	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	10,000	-	-	20,000
I Projects - Storm Infrastructure Rehab	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	1,000,000	1,000,000	1,000,000	1,000,000	1,200,000	1,200,000	1,200,000	1,200,000	1,500,000	1,500,000	1,500,000	1,500,000	19,600,000
I Projects - Water Quality Device Rehab	400,000	400,000	400,000	485,000	485,000	485,000	485,000	485,000	585,000	585,000	585,000	585,000	585,000	585,000	585,000	585,000	585,000	585,000	585,000	585,000	10,645,000
I Projects - Waterfall			75,000																		75,000
I Replace/Upgrade SCADA system (1/	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	80,000
V #121 Regenerative Air Broom (Swee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	315,000	-	-	-	-	-	315,000
V #122 Wheel Loader	-	-	-	-	-	-	-	358,000	-	-	-	-	-	-	-	-	-	-	-	-	358,000
V #132 Elgin sweeper 3-wheel	-	-	-	-	-	-	-	-	250,000	-	-	-	-	-	-	-	-	-	-	-	250,000
V #139 Tru Vac	-	-	-	-	-	-	-	-	-	-	-	-	305,000	-	-	-	-	-	-	-	305,000
V #145 5-Ton tandem dump	300,000		-	-	-	-	-	-	-	-	300,000	-	-	-	-	-	-	-	-	-	600,000
V #147 3-Ton dump truck	270,000	-	-	-	-	-	-	-	-	-	-	-	270,000	-	-	-	-	-	-	-	540,000
V #167 Elgin Sweeper 3-wheel	-	-	-	-	-	-	-	-	-	-	-	250,000	-	-	-	-	-	-	-	-	250,000
V #178 Ford 550 W/ Plow	-	-	-	-	-	-	-	-	-	-	75,000	-	-	-	-	-	-	-	-	-	75,000
V #211 Backhoe incl bucket 315D	-	134,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	134,000	-	-	-	268,000
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	\$ 1,599,000	\$ 1,603,000	\$ 1,215,000	\$ 1,156,500	\$ 1,136,000	\$ 1,247,000	\$ 1,114,000	\$ 1,562,000	\$ 1,849,000	\$ 1,694,000	\$ 1,975,000	\$ 1,914,000	\$ 2,584,000	\$ 1,856,500	\$ 2,494,000	\$ 1,843,000	\$ 2,548,000	\$ 2,149,000	\$ 2,110,000	\$ 2,161,000	\$ 35,810,000

City of Roseville
Capital Improvement Plan: **Golf Vehicle & Equipment Fund (620)**
2024-2043

Updated 8/9/2023

		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
Tax Levy: current	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tax Levy: Add/Sub		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer from Fund 402		80,000	31,000	50,000	-	114,000	39,000	39,000	-	-	84,000	14,000	40,000	14,000	78,000	38,000	54,000	44,000	14,000	-	44,000	\$ 777,000
Transfer from Fund 410		14,500	51,000	615,000	50,000	20,000	35,500	10,000	17,000	20,000	-	34,500	17,000	55,000	30,000	37,000	64,500	20,000	20,000	-	-	\$ 1,111,000
Interest Earnings		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -
Revenues	\$	94,500	\$ 82,000	\$ 665,000	\$ 50,000	\$ 134,000	\$ 74,500	\$ 49,000	\$ 17,000	\$ 20,000	\$ 84,000	\$ 48,500	\$ 57,000	\$ 69,000	\$ 108,000	\$ 75,000	\$ 118,500	\$ 64,000	\$ 34,000	\$ -	\$ 44,000	\$ 1,888,000
Vehicles	\$	30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Equipment		50,000	31,000	50,000	-	114,000	39,000	39,000	-	-	84,000	14,000	-	14,000	78,000	38,000	54,000	44,000	14,000	-	44,000	
Furniture & Fixtures		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Buildings		14,500	46,000	600,000	40,000	20,000	35,500	10,000	-	20,000	-	24,500	17,000	50,000	30,000	25,000	64,500	10,000	20,000	-	-	-
Improvements		-	5,000	15,000	10,000	-	-	-	17,000	-	-	10,000	-	5,000	-	12,000	-	10,000	-	-	-	-
Expenditures	\$	94,500	\$ 82,000	\$ 665,000	\$ 50,000	\$ 134,000	\$ 74,500	\$ 49,000	\$ 17,000	\$ 20,000	\$ 84,000	\$ 48,500	\$ 57,000	\$ 69,000	\$ 108,000	\$ 75,000	\$ 118,500	\$ 64,000	\$ 34,000	\$ -	\$ 44,000	\$ 1,888,000
Beginning Cash Balance	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Annual Surplus (deficit)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Cash Balance	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-

Cash Balance (Year-End) *	\$	-	2022
Less Amt Needed for Operations **		-	2022
Planned CIP Surplus/Deficit		-	2023
Adjust for Delayed CIP Items		-	2023
Cash Balance (Beg. Year)	\$	-	2024
Adopted Budget (Excl.Capital, Dep	\$	450,795	2021

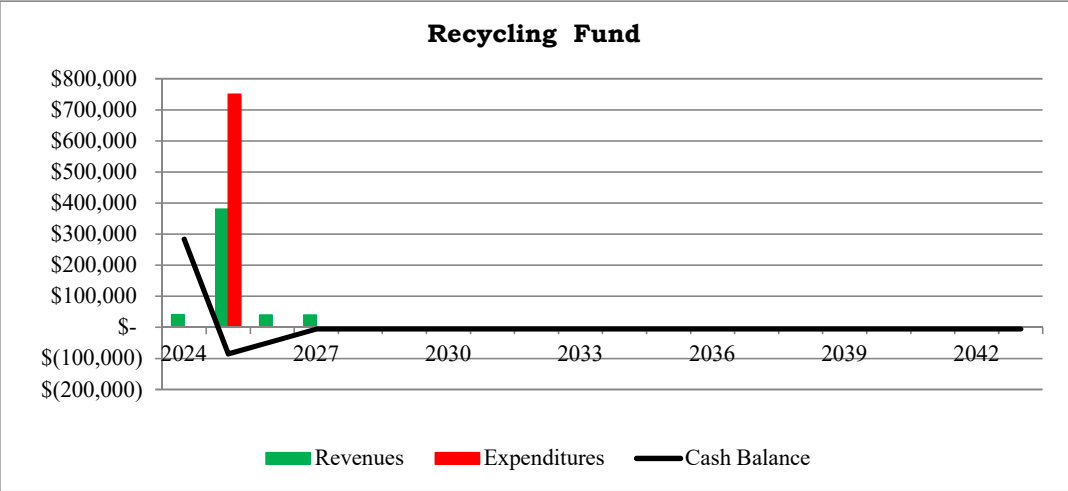
* Current Assets - Current Liabilities
** 20% of Annual Budget Needed for Cash-Flow Purposes

Expenditure Detail

Key	Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
V	Golf Shared with RSC Ford F150 T	\$ 30,000		0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	70,000
E	Golf: Gas Pump / Tank: Replacement - 1967		-	20,000	-		-	-	-	-	-	-	-	-	20,000	-	-	-	-	-	-	40,000
E	Golf: Zero Turn Mower - 2008		14,000	-	-	-			-	-	-		-	14,000	-	-	-		14,000	-	-	42,000
E	Golf: Fairway Mower -2008				-	104,000	-	-	-	-	-	-	-	-	58,000	-	-	-	-	-	-	162,000
E	Golf: Greens Mower - 2000	50,000	-	-	-	-			-	-	-	-	-	-	-	-	44,000	-	-	-	-	94,000
E	Golf: Greens/tee mower - 2002	-	-	-	-	-			-	-	44,000	-	-	-	-	-	-	44,000	-	-	-	88,000
E	Golf: Turf Equipment/Aerators - 20	-	-	-	-	-	39,000	39,000	-	-	-	-	-	-	-	21,000	-	-	-	-	-	99,000
E	Golf: Cushman #1 & 2 - 2014 and	-		30,000	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	-	-	44,000	114,000
E	Golf: Course Safety Netting Replace	-	-		-	-	-	-	-	-	-	14,000	-	-	-	-	-	-	-	-	-	14,000
E	Golf: Top Dresser Tufco - 1993	-	17,000	-	-	-	-	-	-	-	-	-	-	-	-	17,000	-	-	-	-	-	34,000
E	Golf: Operational Power Equipment	-	-	-	-	10,000			-	-	-	-	-	-	-	-	10,000	-	-	-	-	20,000
B	Golf: Com Bldg Kitchen Equipment	-	-	-	10,000		\$0	10,000	-	-	-	-	-	-	-	10,000	-	10,000	-	-	-	40,000
B	Golf: Com Bldg Paint Interior/Exter	14,500	20,000	-	30,000		14,500	-	-	20,000	-	14,500	-	-	30000	-	14,500	-	20,000	-	-	178,000
B	Golf: Com Bldg Furnace / AC - 20	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	50,000	-	-	-	-	50,000
B	Golf: Com Bldg Roof Replace - 201	-	-	-	-	-	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	-	30,000
B	Golf: Com Bldg Carpeting/Flooring - 2018		17,000	-	-	-	12,000		-	-	-	-	17,000		-	-	-	-	-	-	-	46,000
B	Golf: Com Bldg Furn. Replace. - 2018 Tables the		9,000	-		\$10,000	\$9,000		-	-		10,000	-	10,000	-	15,000	-	-	-	-	-	63,000
B	Golf: Replace Shop		0	600,000	-	-	-		-	-	-	-	-	-	-	-	-	-	-	-	-	600,000
B	Golf: Shop /Upgrades/Paint - 2018	-		-	-	10,000	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	20,000
I	Golf: Sidewalk/Exterior Repairs - 2	-	5,000	-	10,000		-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	25,000
I	Golf: Course Improvements, Landsc	-		5,000		-	-	-	5,000		-	-	-	5,000	-	-	-	-	-	-	-	15,000
I	Golf: Irrigation system upgrades 19	-	-	10,000	-	-	-	-	12,000	-	-	-	-	-	-	12,000	-	10,000	-	-	-	44,000
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		\$ 94,500	\$ 82,000	\$ 665,000	\$ 50,000	\$ 134,000	\$ 74,500	\$ 49,000	\$ 17,000	\$ 20,000	\$ 84,000	\$ 48,500	\$ 57,000	\$ 69,000	\$ 108,000	\$ 75,000	\$ 118,500	\$ 64,000	\$ 34,000	\$ -	\$ 44,000	\$ 1,888,000

	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>	<u>2035</u>	<u>2036</u>	<u>2037</u>	<u>2038</u>	<u>2039</u>	<u>2040</u>	<u>2041</u>	<u>2042</u>	<u>2043</u>	
Tax Levy: Current	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Tax Levy: Add/Sub	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other	40,000	375,000	40,000	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Interest Earnings	500	5,674	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Revenues	\$ 40,500	\$ 380,674	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 501,174
Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Equipment	-	750,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Furniture & Fixtures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Improvements	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Expenditures	\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000
Beginning Cash Balance	\$ 243,215	\$ 283,715	\$ (85,611)	\$ (45,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	
Annual Surplus (deficit)	40,500	(369,326)	40,000	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Cash Balance	\$ 283,715	\$ (85,611)	\$ (45,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	\$ (5,611)	

Cash Balance (Year-End) *	\$ 490,071	2022
Less Amt Needed for Operations **	(246,856)	2023
Adjust for Delayed CIP Items	-	2023
Cash Balance (Beg. Year)	\$ 243,215	2024
Adopted Budget (Excl.Capital, Dep	\$ 987,425	2023
* Current Assets - Current Liabilities		



Expenditure Detail

Key	Description	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>	<u>2035</u>	<u>2036</u>	<u>2037</u>	<u>2038</u>	<u>2039</u>	<u>2040</u>	<u>2041</u>	<u>2042</u>	<u>2043</u>	
E	Recycling Carts	\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000

REQUEST FOR COUNCIL ACTION

Date: 8/21/2023
Item No.: 7.c.

Department Approval

City Manager Approval

Janice Gundlach

Item Description: Discussion regarding ordinance language pertaining to Sacred Communities and Micro-Unit Dwellings

Background

This past legislative session, the Minnesota Legislature adopted a Sacred Communities and Micro-Unit Dwellings law (Attachment 1) whereby municipalities must allow sacred communities and micro-unit dwellings that conform to the regulations established in the law. The law specifically states "unless the municipality has designated sacred communities meeting the requirements of this section as permitted uses, a sacred community meeting the requirements of this section shall be approved and regulated as a conditional use without the application of additional standards not included in this section. When approved, additional permitting is not required for individual micro units."

The purpose of this discussion is to determine whether the City Council desires to address this use as permitted or conditional within the City's Zoning Code. To be clear, it is the City Attorney's opinion that whether the use is considered permitted or conditional, the wording of the law is such that the City has no legal basis to impose conditions that are not otherwise provided for in the law. To consider sacred communities and micro-units dwellings as permitted uses, minor amendments to the Zoning Code would be necessary. No amendments to the Zoning Code would be necessary if the use is to be authorized via conditional use.

As a reminder, the general purpose of a conditional use is to permit a use subject to conditions that mitigate negative impacts. Often times, conditions are customized given specific characteristics of both the subject property and use. Further, the conditional use process requires a public hearing and notification to property owners who reside within 500'. Given the way the Sacred Communities and Micro-Unit Dwellings law is written, staff suggests the conditional use process is problematic given no conditions can be imposed that are not otherwise provided for in the existing law. Due to the law being written in such a way that conditions cannot be imposed, requiring a conditional use seems unnecessary and could only serve to cause confusion and conflict with the public. As such, staff would recommend minor amendments to the City's Zoning Code be undertaken to permit the use. To accomplish this, staff suggests the following:

- Add a definition of "Micro Unit" to Section 1001.10 (Definitions). The definition would be consistent with the definition outlined in the legislation.
- Add a definition of "Sacred Community" to Section 1001.10 (Definitions). The definition would be consistent with the definition outlined in the legislation.
- Add #3 to paragraph G (Accessory Uses and Structures) to Section 1011.12 (Additional Standards for Specific Uses in All Districts) that states "Micro Unit Dwellings in Sacred Communities subject to the requirements outlined in Minnesota Statutes 327.30".

These amendments would address sacred communities and micro-unit dwellings as permitted accessory uses. After thoughtful discussion, it seems appropriate to call such uses permitted accessory

uses (as opposed to a principal use) given they cannot exist without being "on or contiguous to the grounds of a religious institution's primary worship location".

Staff and the City Attorney will be available to address questions or concerns.

Policy Objectives

Enact regulations to ensure the orderly development of land. The city's authority granted by the Municipal Planning Act must also recognize certain State or Federal regulations preempt local authority.

Racial Equity Impact Summary

Racial equity impacts have not been evaluated.

Budget Implications

None

Staff Recommendations

Provide direction to staff on amendments to the Zoning Code to address sacred communities and micro-unit dwellings.

Requested Council Action

Provide direction to staff on amendments to the Zoning Code to address sacred communities and micro-unit dwellings.

Prepared by: Janice Gundlach, Community Development Director

Attachments: 1. Sacred Communities and Micro Unit Dwellings legislation

SACRED COMMUNITIES AND MICRO-UNIT DWELLINGS.

Subdivision 1.

Definitions.

- (a) For the purposes of this section, the following terms have the meanings given.
- (b) "Chronically homeless" means an individual who:
 - (1) is homeless and lives or resides in a place not meant for human habitation, a safe haven, or in an emergency shelter;
 - (2) has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least one year or on at least four separate occasions in the last three years; and
 - (3) has an adult head of household, or a minor head-of-household if no adult is present in the household, with a diagnosable substance use disorder, serious mental illness, developmental disability, post-traumatic stress disorder, cognitive impairments resulting from a brain injury, or chronic physical illness or disability, including the co-occurrence of two or more of those conditions.
- (c) "Designated volunteers" means persons who have not experienced homelessness and have been approved by the religious institution to live in a sacred community as their sole form of housing.
- (d) "Extremely low income" means an income that is equal to or less than 30 percent of the area median income, adjusted for family size, as estimated by the Department of Housing and Urban Development.
- (e) "Micro unit" means a mobile residential dwelling providing permanent housing within a sacred community that meets the requirements of subdivision 4.
- (f) "Religious institution" means a church, synagogue, mosque, or other religious organization organized under chapter 315.
- (g) "Sacred community" means a residential settlement established on or contiguous to the grounds of a religious institution's primary worship location primarily for the purpose of providing permanent housing for chronically homeless persons, extremely low-income persons, and designated volunteers that meets the requirements of subdivision 3. Subd. 2.

Dwelling in micro units in sacred communities authorized.

Religious institutions are authorized to provide permanent housing to people who are chronically homeless, extremely low-income, or designated volunteers, in sacred communities composed of micro units subject to the provisions of this section. Each religious institution that has sited a sacred community must annually certify to the local unit of

government that it has complied with the eligibility requirements for residents of a sacred community in this section.

Subd. 3.

Sacred community requirements.

(a) A sacred community must provide residents of micro units access to water and electric utilities either by connecting the micro units to the utilities that are serving the principal building on the lot or by other comparable means, or by providing the residents access to permanent common kitchen facilities and common facilities for toilet, bathing, and laundry with the number and type of fixtures required for an R-2 boarding house under Minnesota Rules, part 1305.2902. Any units that are plumbed shall not be included in determining the minimum number of fixtures required for the common facilities.

(b) A sacred community under this section must:

(1) be appropriately insured;

(2) have between one-third and 40 percent of the micro units occupied by designated volunteers; and

(3) provide the municipality with a written plan approved by the religious institution's governing board that outlines:

(i) disposal of water and sewage from micro units if not plumbed;

(ii) septic tank drainage if plumbed units are not hooked up to the primary worship location's system;

(iii) adequate parking, lighting, and access to units by emergency vehicles;

(iv) protocols for security and addressing conduct within the settlement; and

(v) safety protocols for severe weather.

(c) Unless the municipality has designated sacred communities meeting the requirements of this section as permitted uses, a sacred community meeting the requirements of this section shall be approved and regulated as a conditional use without the application of additional standards not included in this section. When approved, additional permitting is not required for individual micro units.

(d) Sacred communities are subject to the laws governing landlords and tenants under chapter 504B.

Subd. 4.

Micro unit requirements.

(a) In order to be eligible to be placed within a sacred community, a micro unit must be built to the requirements of the American National Standards Institute (ANSI) Code 119.5, which includes standards for heating, electrical systems, and fire and life safety. A micro unit must also meet the following technical requirements:

(1) be no more than 400 gross square feet;

(2) be built on a permanent chassis and anchored to pin foundations with engineered fasteners;

(3) have exterior materials that are compatible in composition, appearance, and durability to the exterior materials used in standard residential construction;

(4) have a minimum insulation rating of R-20 in walls, R-30 in floors, and R-38 in ceilings, as well as residential grade insulated doors and windows;

(5) have a dry, compostable, or plumbed toilet or other system meeting the requirements of the Minnesota Pollution Control Agency, Chapters 7035, 7040, 7049, and 7080, or other applicable rules;

(6) have either an electrical system that meets NFPA 70 NEC, section 551 or 552 as applicable or a low voltage electrical system that meets ANSI/RVIA Low Voltage Standard, current edition;

(7) have minimum wall framing with two inch by four inch wood or metal studs with framing of 16 inches to 24 inches on center, or the equivalent in structural insulated panels, with a floor load of 40 pounds per square foot and a roof live load of 42 pounds per square foot; and

(8) have smoke and carbon monoxide detectors installed.

(b) All micro units, including their anchoring, must be inspected and certified for compliance with these requirements by a licensed Minnesota professional engineer or qualified third-party inspector for ANSI compliance accredited pursuant to either the American Society for Testing and Materials Appendix E541 or ISO/IEC 17020.

(c) Micro units that connect to utilities such as water, sewer, gas, or electric, must obtain any permits or inspections required by the municipality or utility company for that connection.

(d) Micro units must comply with municipal setback requirements established by ordinance for manufactured homes. If a municipality does not have such an ordinance, micro units must be set back on all sides by at least ten feet.

EFFECTIVE DATE.

This section is effective January 1, 2024.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8/21/2023
Item No.: 7.d.

Department Approval

Janice Gundlach

City Manager Approval

Sam Trueman

Item Description: Discussion Regarding Adoption of a 'Reasonable Accommodation' Ordinance

Background

Community Development staff occasionally receives inquiries about whether a 'sober home' can be established in a given house in Roseville. In general, any dwelling may be occupied, by right, by any individual or group of individuals conforming to the zoning code's definition of "family". By this definition, up to four unrelated individuals may legally reside in a home, regardless of whether the residents are living in mutual support of each other's sobriety as they would do in a sober home. While the zoning code does not prohibit sober homes, per se, it does preclude more than four people living in one dwelling. Staff has been told by sober home operators, however, that sober homes of so few residents may be unsustainable from the operations perspective, such that the four-person limit effectively prevents the establishment of sober homes in Roseville. The current inquiry is from a sober home operator who wishes to establish a home to accommodate far more than the four allowed under the standard zoning provisions. The operator envisions up to 24 residents living on site during times of transition, even if somewhat fewer people would live in the home most of the time. Staff has indicated this request is not something that can be approved, which prompted the sober home operator to question the City's determination based on the Fair Housing Act being individuals who live in sober homes have a disability.

Community Development staff then began discussing this inquiry with the City Attorney, who has confirmed that such addiction is considered a disability under the Fair Housing Act, and has advised the City should adopt a 'reasonable accommodations' ordinance to ensure Roseville does not unduly exclude persons from living in the community on the basis of their disability. To facilitate the Council's discussion of a reasonable accommodations ordinance, the City Attorney has provided a draft of the sort of ordinance that might be considered; the draft is included with this RCA as Attachment 1. Fundamentally, such a ordinance would seek to: establish a process by which an application for reasonable accommodation can be submitted, reviewed, and approved or denied based on how the application is found to compare to certain factors specified in the ordinance; and provide for an applicant to appeal to Roseville's Board of Adjustment and Appeals if they believe an application for reasonable accommodation was improperly denied. The City Attorney will help lead this discussion and be available to address questions.

Staff recommends the Council receive information from the City Attorney on the draft reasonable accommodation ordinance. Staff also recommends such requests be handled administratively by "the Community Development Department," to use language that is consistent with the text of existing provisions in the zoning code. Those decisions would be made based upon the Council's adopted ordinance and through consultation with the City Attorney. Finally, although a reasonable accommodations ordinance may be utilized by persons with disabilities of varying kinds, most inquiries of this sort have been specifically about sober homes, so staff anticipates most reasonable accommodation applications would be submitted by sober home operators.

Policy Objectives

The City Council adopted a [Fair Housing Policy](#) on November 5, 2018. Adoption of this policy was required so that the City could apply for redevelopment grant funding through the Metropolitan Council. This policy refers to external and internal practices to ensure the City promotes fair housing, including internal practices of code analysis and project planning and analysis to ensure the City is promoting awareness and sensitivity to fair housing issues in all of its government functions. Consideration of a reasonable accommodation policy and/or ordinance aligns with these commitments.

Racial Equity Impact Summary

Racial equity impacts have not been evaluated.

Budget Implications

None

Staff Recommendations

Receive information from the City Attorney regarding the draft reasonable accommodation ordinance and provide direction to City staff.

Requested Council Action

Receive information from the City Attorney regarding the draft reasonable accommodation ordinance and provide direction to City staff.

Prepared by: Bryan Lloyd, Senior Planner

Attachments: 1. Reasonable Accommodations Ordinance - Draft for Discussion

1 **City of Roseville**
2 **ORDINANCE NO.**

3
4 **AN ORDINANCE AMENDING**

5
6 **TITLE I, SECTION 110**

7
8 **AN ORDINANCE CREATING SECTION 110 OF TITLE 1 TO**
9 **ESTABLISH A PROCESS FOR REQUESTS FOR REASONABLE**
10 **ACCOMMODATIONS UNDER THE FAIR HOUSING ACT.**

11
12 **THE CITY OF ROSEVILLE ORDAINS:**

13
14 SECTION 1: Title I, Section 110 of the Roseville City Code is hereby established
15 to read as follows:

16
17 **110.01 REASONABLE ACCOMMODATION REQUEST PROCESS**

18
19 A. Purpose. It is the policy of the city, pursuant to the Federal Fair Housing
20 Amendments Act of 1988 to provide reasonable accommodation in the application
21 of zoning and other regulations for qualified persons with disabilities seeking fair
22 and equal access to housing. Reasonable accommodation means providing a
23 qualified person with flexibility in the application of land use, zoning and other
24 regulations or policies (including the modification or waiver of certain
25 requirements), when it is necessary to eliminate barriers to fair housing
26 opportunities. The purpose of this article is to establish a process for making and
27 acting upon requests for reasonable accommodation.

28
29 B. Definitions. For the purpose of this section, the following definitions shall
30 apply unless the context clearly indicates otherwise or requires a different
31 meaning.

32
33 **ACCOMMODATION SPECIALIST:** City staff appointed by the city
34 manager or their designee to coordinate and administer the reasonable
35 accommodation process outlined in this Section.

36
37 **DISABILITY:** Those disabilities which are recognized under applicable
38 federal law.

39
40 **REASONABLE ACCOMMODATION:** Process by which the city may
41 provide a qualified person flexibility in the application of land use, zoning,
42 or other regulations.

QUALIFIED PERSON: Any individual with a disability, their representative, or a developer or provider of housing for an individual with a disability.

C. Initiation of Reasonable Accommodation Request. Any qualified person who requests a reasonable accommodation in the form of modification in the application of a zoning or other regulation which may act as a barrier to fair housing opportunities due to the disability of existing or proposed residents, may do so on an application form provided by the city's accommodation specialist. The application shall include a detailed explanation of why the accommodation is reasonably necessary to make the specific housing available to the person(s), including information establishing that the applicant is disabled under applicable laws, as well as other information required by the accommodation specialist to make the determination. If the project for which the request is being made also requires an additional land use review or approval, the applicant shall file the request concurrently with the land use review.

D. Accommodation specialist, required findings. The accommodation specialist, in consultation with other appropriate city staff, shall have the authority to consider and act on requests for reasonable accommodation. The accommodation specialist shall issue a written decision in which the request is approved, approved subject to conditions, or denied. In making the decision as to whether an accommodation is reasonable, the following factors shall be considered:

1. Special need created by the disability;
2. Potential benefit that can be accomplished by the requested accommodation;
3. Need for the requested accommodation, including alternatives that may provide an equivalent level of benefit;
4. Physical attributes of and any proposed changes to the subject property and structures;
5. Potential impact on surrounding uses;
6. Whether the requested accommodation would constitute a fundamental alteration of the zoning regulations, policies, or procedures of the city, and/or nature of the area in which the accommodation is being requested;

85 7. Whether the requested accommodation would impose an undue
86 financial or administrative burden on the city;

87
88 8. Whether the requested accommodation is likely to have any negative
89 impacts on the health, safety, or general welfare of members of the
90 community, and

91
92 9. Any other factor that may be determined to have a bearing on the
93 request.

94
95 Any approval issued under this section may include such reasonable conditions
96 that the accommodation specialist deems necessary to mitigate any adverse
97 impacts that the granting of such reasonable accommodation may produce or
98 amplify.

99
100 E. Notice of Decision. The written decision of the accommodation specialist
101 shall be mailed to the applicant of this section within five business days of such
102 decision being made. All written decisions shall give notice of the right to appeal a
103 decision of the accommodation specialist pursuant to this Section. The decision of
104 the accommodation specialist shall constitute the final decision of the city, unless
105 appealed according to the procedures and within the time limits provided in this
106 Section. Only the aggrieved applicant of the written reasonable accommodation
107 determination has a right to appeal the decision. A reasonable accommodation
108 approved under this section shall become effective on the first calendar day
109 following expiration of the right to appeal.

110
111 F. Applicability. Any approved request shall constitute a limited license which
112 shall allow the property owner or occupant to continue to rely upon such
113 accommodation only so long as they own or occupy the property. Approval of a
114 reasonable accommodation does not constitute a property right, does not run with
115 the land, and does not provide future owners or occupants any rights to rely upon
116 such accommodation approvals. Only the person who applied for such reasonable
117 accommodation, and who is specifically named in the city's approval of such
118 accommodation, shall be entitled to the benefits and protections thereof. The
119 holder of an approved reasonable accommodation license hereunder shall, on or
120 before January 1st of each year, provide the city with an updated affirmation that
121 the reasonable accommodation is still necessary. In the event that the
122 accommodations specialist has reasonable cause to believe that the factors
123 supporting the original approval of a reasonable accommodation have changed,
124 the accommodation specialist may request additional information from the license
125 holder. Failure to annually reaffirm the need for the reasonable accommodation, or
126 failure to provide information reasonably requested by the accommodation

specialist shall result in automatic termination of the reasonable accommodation upon written notice by the accommodation specialist.

G. Conditions and guarantees. Prior to the issuance of any permits relative to an approved reasonable accommodation request, the accommodation specialist may require the applicant to record a covenant acknowledging and agreeing to comply with the terms and conditions established in the determination.

H. Appeals. Any decision reached by the accommodation specialist pursuant to this Section shall be subject to appeal to the city council by those persons with a right to appeal as provided herein. All appeals shall be initiated by submitting a notice of appeal, in writing, to the accommodation specialist within 30 days of the date upon which the decision was made. Upon notice of appeal, the city manager or their designee shall present such appeal to the city council for action within 30 days. Following a hearing on such appeal, the city council shall issue its findings, in writing, within 30 days.

I. Fees. Fees for applications under this Section may be set by city council resolution.

SECTION 2: Effective date. This ordinance shall take effect upon its passage and publication.

Passed by the City Council of the City of Roseville this ____ day of _____ 20XX.

153
154 **Signatures as follows on separate page:**

155
156 *Ordinance – AN ORDINANCE CREATING SECTION 110 OF TITLE 1 TO ESTABLISH A PROCESS FOR REQUESTS FOR*
157 *REASONABLE ACCCOMMDATIONS UNDER THE FAIR HOUSING ACT.*

158
159
160 (SEAL)

161
162
163 CITY OF ROSEVILLE

164
165
166 BY: _____
167 Daniel J. Roe, Mayor

168
169 ATTEST:

170
171
172 _____
173 Patrick Trudgeon, City Manager
174
175

REQUEST FOR COUNCIL ACTION

Date: 8/21/2023
Item No.: 10.a.

Department Approval



City Manager Approval



Item Description: Approval of Payments

Background

State Statute requires the City Council to approve all payment of claims. The following summary of claims has been submitted to the City for payment.

ACH Payments	\$1,116,169.91
107312-107449	\$815,982.21
Total	\$1,932,152.12

A detailed report of the claims is attached. The City Staff has reviewed the claims and considers them to be appropriate for the goods and services received.

Policy Objectives

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

Racial Equity Impact Summary

Not applicable.

Budget Implications

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

Staff Recommendations

Staff recommends approval of all payment of claims.

Requested Council Action

Motion to approve the payment of claims as submitted.

Prepared by: Joshua Kent - Assistant Finance Director

Attachments: 1. Attachment 1 - Checks for Approval 08.21.2023

Bank Reconciliation

Board Audit

User: Joshua.Kent
 Printed: 08/15/2023 - 8:43AM
 Date Range: 08/02/2023 - 08/15/2023
 Systems: 'AP'



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 100 General Fund				
Department: 00 General Function				
0	David R. Cantu-Non Bank	Benefit Reimbursements July	08/11/2023	10,546.47
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for July	08/11/2023	87,386.45
Total for Department: 00 General Function				97,932.92
Department: 01 General Government				
0	Amazon.com- CC	Tape, weights, sign holder	08/11/2023	1,983.92
0	American Mailing Machines-Non Bank	Postage	08/11/2023	3,000.00
0	Background Investigation Bureau - CC	Background Checks	08/11/2023	2,423.48
0	Brueggers Bagels- CC	Volunteer Snacks	08/11/2023	20.99
0	Cub Foods- CC	Snacks for Arb Volunteers	08/11/2023	7.98
0	Davanni's -CC	Intern Lunch	08/11/2023	130.00
0	Dialog-CC	Document Translation	08/11/2023	252.50
0	Dunkin Donuts-CC	Volunteer Snacks	08/11/2023	56.14
0	Ebay Inc-CC	Operating Supplies	08/11/2023	80.53
0	Electro Watchman, Inc.	Renew annual SUSP support agreemen	08/09/2023	5,569.68
0	Fikes, Inc.	Restroom Supplies	08/09/2023	627.04
0	ICMA-CC	ICMA Credentials Application	08/11/2023	840.00
0	Impact Printing-CC	Juneteenth Signs	08/11/2023	64.73
0	Kryterion Web Assessor, Inc-CC	ICMA Management Assessment	08/11/2023	75.00
0	Lunds & Byerlys-CC	Rick Pearson Retirement Cupcakes	08/11/2023	126.93
0	Mailchimp-CC	Standard Plan	08/11/2023	100.00
0	McGough Property Management, LLC	Facility Mgmt Service	08/09/2023	6,012.20
0	Menards-CC	Tools/Supplies	08/11/2023	54.24
0	Nekter Juice Bar-CC	Wellness Prize	08/11/2023	32.16
0	Nitti Sanitation-CC	June Service	08/11/2023	776.11
0	Office Depot- CC	Notes	08/11/2023	21.00
0	PrintPlace-CC	Stickers	08/11/2023	145.98
0	Sam's Club-CC	Volunteer Snacks	08/11/2023	167.78
0	Sandstrom Land Management, LLC	City Hall Ground Care July 2023	08/09/2023	1,690.00
0	SignUpGenius-CC	Pro Silver	08/11/2023	11.99
0	Smartpress-CC	Postcards	08/11/2023	217.57
0	Suburban Ace Hardware-CC	Reducing Union	08/11/2023	90.94
0	Target- CC	Supplies for Garden Class	08/11/2023	93.96
0	Time Saver Off Site Secretarial, Inc.	City Council Meeting	08/02/2023	303.00
0	TopJet Sales-CC	Scotsman 12-1912-01 Board	08/11/2023	204.55
0	Trader Joe's - CC	Wellness	08/11/2023	14.26
0	Union SNC-CC	Roseville Roses	08/11/2023	466.33
0	US Bank-Non Bank	June 2023 Terminal Charges	08/11/2023	409.07
0	Volgistics-CC	Volunteer Database	08/11/2023	234.00
0	Walmart-CC	Snacks	08/11/2023	195.47
0	Yale Mechanical	Summer maintenance and coil cleaning	08/02/2023	2,206.78
0	Zoro Tools-CC	Timer & Switch	08/11/2023	132.28
107315	Anchor Solar Investments, LLC	Solar Lease	08/02/2023	1,700.33
107317	ARAMARK Services	LC - Coffee/Supplies	08/02/2023	470.96
107339	Health Source Solutions	Deposit for Flu Vaccines	08/02/2023	70.00
107346	Kennedy & Graven, Chartered	Retainer and Expenses through June 31	08/02/2023	16,144.32
107361	National Awards & Fine Gifts	Custom Aluminum Name Tag - D. Bag	08/02/2023	17.50
107362	NFP Insurance Services, Inc.	Bswift Fee	08/02/2023	686.80

Check No.	Vendor/Employee	Transaction Description	Date	Amount
107364	Overhead Door Co of the Northland	Door Repair - Replace 2 Broken Sprin	08/02/2023	5,812.00
107378	Trans Union, LLC	Emp Credit Report	08/02/2023	9.87
107386	AT&T Tower Asset Group	Return Cell Tower Incorrect Pmt -1480	08/09/2023	270.00
107395	Davis Lock & Safe Inc	Code/Keys	08/09/2023	27.00
107403	Grainger Inc	First Aid Kit Refill	08/09/2023	94.93
107405	Health Source Solutions	Flu Shot Admin Fee	08/09/2023	280.00
107407	Huebsch, Inc.	Floor Mats	08/09/2023	478.84
107410	Linn Building Maintenance	August Cleaning Services	08/09/2023	8,626.00
107414	Metropolitan Courier Corp.	July 2023 Services	08/09/2023	786.39
107427	Press Publications	Ad #767212	08/09/2023	758.60
107429	Rainbow Party Arts	Extra Hour of Face Painting - Family I	08/09/2023	110.00
107437	Suburban Rate Authority	Second Half Assessment Due - 2023 M	08/09/2023	1,916.00
Total for Department: 01 General Government				67,098.13

Department: 02 Public Safety

0	511 Tactical-CC	Uniform pants	08/11/2023	90.00
0	Advanced Graphix, Inc.	Removal Charge - Roof Wrap & Kit on	08/02/2023	425.00
0	Air Down There Scuba-CC	Training Supplies	08/11/2023	90.50
0	Amazon.com- CC	Surge Protectors	08/11/2023	1,736.44
0	American Heart Assoc. Shop CPR-CC	Heart Code PALS	08/11/2023	169.26
0	Axon-CC	Taser Instructor course - R. Duxbury	08/11/2023	495.00
0	B2B Prime-CC	Business Prime Membership Fee	08/11/2023	499.00
0	Baycom, Inc. c/o OwnersEdge,Inc.	6 Roll Box - Thermal Paper	08/02/2023	126.00
0	BCA-CC	Training Course for E. Rieffer	08/11/2023	565.00
0	Cenex-CC	Patro Fuel - Alexandria Awards Cerem	08/11/2023	44.04
0	Central Lock & Safe-CC	Remake keys for crime scene vehicle 1	08/11/2023	10.85
0	City of St. Paul	May 2023 Radio Shop Maintenance	08/02/2023	226.03
0	Costco-CC	Operating Supplies	08/11/2023	2,375.44
0	Cub Foods- CC	Water	08/11/2023	175.92
0	Davis Lock & Safe-CC	Replacement Keys	08/11/2023	33.00
0	Days Inn-CC	Outreach grant	08/11/2023	264.92
0	Dollar Tree-CC	Outreach home supplies	08/11/2023	26.84
0	DPS Firefighter-CC	MN Board of Firefighter Training & E	08/11/2023	2,175.00
0	Eckberg Lammers-CC	Patrol Training	08/11/2023	1,196.00
0	Evident Inc-CC	Crime Scene Supplies	08/11/2023	423.39
0	Holiday-CC	Water	08/11/2023	7.49
0	Home Depot- CC	Remake keys for crime scene vehicle 1	08/11/2023	131.88
0	IIA Lifting Services, Inc.	Safety Inspections, Ladder 628	08/09/2023	2,173.41
0	Instacart-CC	Outreach - Groceries	08/11/2023	67.98
0	Jefferson Fire & Safety, Inc.	Enforcer Firebull Flourine Free Foam	08/02/2023	900.00
0	Jefferson Fire & Safety, Inc.	Holmatro Tools Preventative Maintena	08/09/2023	1,448.75
0	Justice Clearinghouse-CC	Training Course - K. von Fange	08/11/2023	143.00
0	Lunds & Byerlys-CC	Snacks for training	08/11/2023	98.42
0	Merchology-CC	Uniform Shirts	08/11/2023	132.96
0	Metro Transit-CC	Metro Transit Card - Outreach	08/11/2023	80.00
0	Metro-INET Non Bank	July IT Services and PD O365 Upgrad	08/11/2023	380.00
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for July	08/11/2023	2,160.04
0	Motel 6 - CC	Outreach - Motel Room	08/11/2023	937.89
0	Municipal Emergency Services Deposi	Firehooks Unlimited New York Roof I	08/09/2023	704.79
0	National Imprint-CC	Jr. Police badges	08/11/2023	183.77
0	Nitti Sanitation-CC	June Service	08/11/2023	230.74
0	Northland Fools-CC	Training Courses	08/11/2023	131.69
0	Office Depot- CC	Flash Drive	08/11/2023	111.93
0	Papa John's-CC	Training - Pizza	08/11/2023	115.97
0	Pepperball.com-CC	Pepperball training supplies	08/11/2023	1,910.00
0	PlatinumEd.com-CC	EMS Testing Course Subscription	08/11/2023	97.50
0	Positive Promotions-CC	PD Waterbottles - Outreach Items	08/11/2023	1,420.36
0	Roseville Winner-CC	Propane tank	08/11/2023	28.98
0	Rush Order-CC	Shirts	08/11/2023	1,637.90
0	Safe Life Defense-CC	CSO Vest	08/11/2023	430.34
0	Sara Thisius	Tuition Reimbursement	08/02/2023	2,996.36
0	Speedway-CC	Outreach gas card	08/11/2023	50.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
0	Streetcop-CC	Training - L. Cundiff	08/11/2023	299.00
0	Streicher's	Patrol Training Equip	08/02/2023	556.80
0	Suburban Ace Hardware-CC	Tape/Glue/Spray Adhesive	08/11/2023	75.51
0	Target- CC	Outreach - Groceries	08/11/2023	413.17
0	Timberlake Lodge & Hotel-CC	Training - Lodging	08/11/2023	545.75
0	Uber-CC	Outreach - Uber Ride	08/11/2023	49.86
0	Uline-CC	Envelopes	08/11/2023	70.47
0	UPS Store- CC	Shipping	08/11/2023	22.81
0	Vista Print-CC	Outreach Brochure	08/11/2023	163.18
0	Walmart-CC	Office supplies	08/11/2023	115.99
0	Xcel Energy	Outreach Client Utilities Assistance, A	08/02/2023	582.88
0	Xcel Energy	August Xcel Billings	08/09/2023	2,642.71
107315	Anchor Solar Investments, LLC	Solar Lease	08/02/2023	371.91
107318	Aspen Mills Inc.	Clothing/Uniform - N. Sjostrom	08/02/2023	327.20
107319	AT&T Mobility	Account Number: 287284171528	08/02/2023	1,397.50
107322	Batteries Plus Bulbs	Credit for Invoice P46877232 - Paid T	08/02/2023	134.97
107327	Circle K Stores Inc.	July Washes	08/02/2023	58.50
107342	Interstate All Battery Center	Batteries	08/02/2023	438.60
107349	Language Line Services	Interpretation Services	08/02/2023	247.22
107363	Onsite Apparel, LLC	Roseville PD Tops, Remaining Balanc	08/02/2023	24.59
107372	Sonya Eastham	Officer Mental Health Sessions	08/02/2023	750.00
107380	Verizon	Verizon Bill 6/9 - 7/8/23	08/02/2023	2,978.91
107383	Wayne Val Autobody	2023 Dodge Charger SXT Repairs, Es	08/02/2023	2,567.15
107410	Linn Building Maintenance	August Cleaning Services	08/09/2023	1,400.00
107445	Verizon	Phones 6/27-7/26, Acct# 487223064-0	08/09/2023	40.01
Total for Department: 02 Public Safety				46,134.47
Department: 03 Public Works				
0	Amazon.com- CC	Ethernet Cables/Charger	08/11/2023	383.98
0	Apple-CC	iCloud Storage	08/11/2023	1.98
0	Certified Laboratories-CC	Safety Supplies	08/11/2023	426.67
0	Factory Motor Parts, Co.	Vehicle Supplies, Battery Core	08/09/2023	1,311.40
0	FleetPride	Vehicle Supplies	08/02/2023	11.94
0	General Industrial Supply Co.	Operating Supplies	08/09/2023	144.39
0	Mansfield Oil Company of Gainesville,	CONV 87 OCT E-10	08/02/2023	11,527.86
0	Metal Supermarkets	Aluminum Square Tube, Aluminum A	08/09/2023	26.02
0	MN Dept of Revenue-Non Bank	June 2023 Fuel Tax	08/11/2023	321.48
0	MN Transportation-CC	Member Registration Fee	08/11/2023	110.00
0	MTI Distributing, Inc.	Fan, Shroud-Radiator Upper/Lower	08/09/2023	591.75
0	Napa Auto Parts	Battery Isolator	08/09/2023	76.99
0	Noelle Bakken	Mileage Reimbursement 6/5 - 7/27/23	08/02/2023	250.21
0	Now & Later-CC	Operating Supplies	08/11/2023	7.49
0	Parkway Pizza-CC	Pizza - Rosefest parade	08/11/2023	64.32
0	PayPal-CC	Operating Supplies	08/11/2023	82.76
0	Premium Waters Inc	Monthly Aug	08/09/2023	5.33
0	Snap On-CC	Shop Tool	08/11/2023	246.75
0	Suburban Ace Hardware-CC	Flag Markings	08/11/2023	209.35
0	T Mobile-CC	Pub Works Phones	08/11/2023	373.17
0	T. A. Schifsky & Sons, Inc.	Yard Purchases 7/16 - 7/21/23	08/09/2023	5,502.80
0	Target- CC	Grocery	08/11/2023	23.88
0	Trader Joe's - CC	Flowers	08/11/2023	13.95
0	Verizon-CC	Pub Works Phones	08/11/2023	226.16
0	Xcel Energy	Xcel Billings August	08/02/2023	14,328.14
0	Xcel Energy	August Xcel Billings	08/09/2023	2,472.54
107326	Cintas Corporation	Clothing	08/02/2023	85.40
107337	Goodpoint Technology, Inc.	2023 PCI Pavement Condition Survey	08/02/2023	9,100.00
107343	Jeff Belzers Roseville Chrysler Dodge	Dodge Durango Repairs	08/02/2023	2,576.70
107351	Liberty Tire Services, LLC	Tire Services	08/02/2023	477.65
107355	Martin Marietta Materials Inc	Operating Supplies	08/02/2023	1,802.37
107361	National Awards & Fine Gifts	Custom Aluminum Name Tag - N. Bal	08/02/2023	17.50
107366	Precision Landscape & Tree, Inc	Tree Removal	08/02/2023	3,366.00
107373	Suburban Tire Wholesale, Inc.	Tires	08/02/2023	384.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
107377	Titan Machinery	Lock, Control Access	08/02/2023	91.91
107379	Tri State Bobcat, Inc	Air Filters	08/02/2023	147.46
107390	Cintas Corporation	Clothing	08/09/2023	42.70
107412	Martin Marietta Materials Inc	Street Patching Supplies	08/09/2023	1,392.05
107425	Precise MRM, LLC	10MB Flat Data Plan US with NAF	08/09/2023	768.00
107426	Precision Landscape & Tree,Inc	Tree Removals	08/09/2023	323.00
107442	Tri State Bobcat, Inc	Coupler	08/09/2023	171.16
107447	Warning Lites of MN, Inc.	Cones	08/09/2023	4,779.17
Total for Department: 03 Public Works				64,266.38
Total for Fund:100 General Fund				275,431.90

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 101 General Fund Donations				
Department: 02 Public Safety				
0	Raising Canes-CC	Fridays with Firefighters Lunch	08/11/2023	184.57
Total for Department: 02 Public Safety				184.57
Total for Fund:101 General Fund Donations				184.57

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 103 Contracted Engineering Svcs				
Department: 00 General Function				
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for July	08/11/2023	957.70
107321	Bald Eagle Builders, Inc.	Erosion Control Escrow Refund - EC1	08/02/2023	2,300.50
107404	Hanson Remodeling	Erosion Control Escrow Refund - EC2	08/09/2023	1,000.00
107419	Richard Oie	Escrow refund for 858 County Rd B W	08/09/2023	10,000.00
107422	Allen Overturf	Erosion Control Escrow Refund - EC2	08/09/2023	3,000.00
107432	Roseville Investment Partners, LLC	Erosion Control Escrow Refund - EC2	08/09/2023	38,000.00
Total for Department: 00 General Function				55,258.20
Department: 03 Public Works				
0	Hobby Lobby-CC	Frames	08/11/2023	21.59
0	Office Depot- CC	Frames	08/11/2023	37.57
0	T Mobile-CC	Pub Works Phones	08/11/2023	8.72
0	US Bank-Non Bank	June 2023 Terminal Charges	08/11/2023	1.95
107397	E. G. RUD & SONS, INC.	Job No: 23.0753	08/09/2023	7,795.00
Total for Department: 03 Public Works				7,864.83
Total for Fund:103 Contracted Engineering Svcs				63,123.03

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 109 Information Technology				
Department: 01 General Government				
0	Metro-INET Non Bank	July IT Services and PD O365 Upgrad	08/11/2023	71,328.00
107320	AT&T Tower Asset Group	Return Cellular Tower Incorrect Paym	08/02/2023	278.10
Total for Department: 01 General Government				71,606.10
Total for Fund:109 Information Technology				71,606.10

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 110 Telecommunications				
Department: 00 General Function				
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for July	08/11/2023	2,120.27
Total for Department: 00 General Function				2,120.27
Department: 01 General Government				
0	Adobe System-CC	Adobe Stock - 10 Assets/mo	08/11/2023	29.99
0	Pioneer Press-CC	No Invoice	08/11/2023	23.10
107380	Verizon	Verizon Bill 6/9 - 7/8/23	08/02/2023	87.66
Total for Department: 01 General Government				140.75
Total for Fund:110 Telecommunications				2,261.02

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 111 IT: Roseville Capital				
Department: 01 General Government				
107332	Dell Marketing, L.P.	Computer Equipment - C. Yunke	08/02/2023	1,214.20
Total for Department: 01 General Government				1,214.20
Total for Fund:111 IT: Roseville Capital				1,214.20

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 200 Recreation Fund				
Department: 00 General Function				
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for July	08/11/2023	11,023.76
0	MN Dept of Revenue-Non Bank	June 2023 Sales Tax & Use	08/11/2023	4,979.94
Total for Department: 00 General Function				16,003.70
Department: 04 Recreation				
0	Aldi-CC	Cooking Class Supplies	08/11/2023	81.56
0	Amazon.com- CC	Spec Craft Supplies	08/11/2023	1,926.50
0	Austin Beatty	Sand Volleyball Official	08/02/2023	104.00
0	Avery Products Corporation-CC	Run for the Roses Stickers	08/11/2023	17.87
0	Breanna Burmester	Sand Volleyball Official	08/02/2023	78.00
0	Carley McGovern	Mileage Reimbursement 7/7 - 7/14/23	08/02/2023	25.94
0	Certified Laboratories, Inc.	Sting-X Pro Aerosol	08/02/2023	463.05
0	Comcast-CC	Sandcastle Park Comcast Services	08/11/2023	592.30
0	Costco-CC	Gardener camp supplies	08/11/2023	93.20
0	Cub Foods- CC	Cooking Class Supplies	08/11/2023	106.63
0	Darla Weiss	Sand Volleyball Official	08/02/2023	130.00
0	Darla Weiss	Sand Volleyball Official	08/09/2023	78.00
0	Dennis De La Torre	Sand Volleyball Official	08/02/2023	104.00
0	Dick's Sporting Goods-CC	Run for the Roses Awards	08/11/2023	600.00
0	Dollar Tree-CC	DYP Supplies	08/11/2023	4.03
0	Dunkin Donuts-CC	Donuts and Coffee	08/11/2023	79.42
0	Eve Maas	Sand Volleyball Official	08/02/2023	52.00
0	Fastsigns-CC	KGS Signs	08/11/2023	59.04
0	Frattallones-CC	Parts	08/11/2023	25.97
0	Great Mats.Com-CC	Dance Floor Tape	08/11/2023	132.44
0	Green Paper Products-CC	DYP Compostable Cups	08/11/2023	196.50
0	Greg Fryer-CC	Printing	08/11/2023	240.00
0	Hobby Lobby-CC	Rec Connect Supplies	08/11/2023	52.31
0	Joe's Sporting Goods-CC	Fishing Camp Supplies	08/11/2023	22.81
0	John Lambrecht	Sand Volleyball Official	08/02/2023	364.00
0	John Lambrecht	Sand Volleyball Official	08/09/2023	182.00
0	Juan Felipe Ruiz Duque	Sand Volleyball Official	08/02/2023	156.00
0	Kathie Urbaniak	Sand Volleyball Official	08/02/2023	52.00
0	Kathie Urbaniak	Sand Volleyball Official	08/09/2023	104.00
0	Kolstad Company-CC	Operating Supplies	08/11/2023	108.01
0	Lunds & Byerlys-CC	Popsicles - Skate Camp	08/11/2023	14.97
0	Menards-CC	Operating Supplies	08/11/2023	379.68
0	Michaels-CC	Fishing/Cooking Camp Supplies	08/11/2023	87.25
0	Misty Nickels	Sand Volleyball Official	08/02/2023	336.00
0	Misty Nickels	Sand Volleyball Official	08/09/2023	168.00
0	Natalie Witham	Sand Volleyball Official	08/02/2023	78.00
0	Natalie Witham	Sand Volleyball Official	08/09/2023	52.00
0	Nitti Sanitation-CC	June Service	08/11/2023	566.34
0	Panera Bread-CC	Training Lunch	08/11/2023	691.47
0	PetSmart-CC	Snake Food	08/11/2023	96.57
0	Quality Logo Products, Inc-CC	Custom Water Bottles	08/11/2023	299.71
0	R & R Specialties of Wisconsin, Inc	Ball Joint, Rod-end, Sleeve & Clamps.	08/02/2023	707.45
0	Sam's Club-CC	Spec Snacks	08/11/2023	755.07
0	Scott Breuer	Mileage Reimbursement 7/7 - 7/31/23	08/02/2023	56.20
0	Smartbox Portable Storage-CC	Rec Connect Storage	08/11/2023	181.24
0	Smartpress-CC	Yard Signs	08/11/2023	132.31
0	Staples-CC	Office Supplies	08/11/2023	263.05
0	Suburban Ace Hardware-CC	Sand for Project	08/11/2023	19.31
0	Taho Sportswear, Inc.	Run for the Roses Shirts	08/09/2023	2,200.00
0	Target- CC	Lighters and Marshmallows for Staff	08/11/2023	271.09
0	The Retrofit Companies Inc	Light Bulbs	08/02/2023	64.48
0	Trade Tools-CC	Tire inflator	08/11/2023	220.70
0	Uline-CC	Recycling Containers	08/11/2023	934.75
0	USA Inflatables-CC	Inflatables	08/11/2023	798.48

Check No.	Vendor/Employee	Transaction Description	Date	Amount
0	Viking Electric -CC	Operating Supplies	08/11/2023	109.50
0	Voss Lighting	Operating Supplies	08/02/2023	444.68
0	Walgreens-CC	Gift Card - Rosefest contest	08/11/2023	50.00
0	Walmart-CC	Supplies for Spec Open House	08/11/2023	598.91
0	When I Work-CC	When I Work Small Business Plan	08/11/2023	90.00
0	Willie McCray	Umpires 7/10 - 7/16/23	08/02/2023	4,600.00
0	Willie McCray	Umpires 7/31 - 8/4/23	08/09/2023	3,064.00
0	Xcel Energy	Xcel Billings August	08/02/2023	21,339.30
107313	Action Sports of MN, Inc.	Skateboard Camp - Session 2	08/02/2023	2,805.00
107316	Howard Anderson	Shelter Key Deposit Refund	08/02/2023	50.00
107335	Ferguson Enterprises Inc #1657	Kit - BTL Fill Slnk Vlv 115V	08/02/2023	101.84
107341	Tom Imhoff	Sand Volleyball Official	08/02/2023	130.00
107345	Peeraphong Moo Kengwichai	Sand Volleyball Official	08/02/2023	104.00
107348	Kone Inc	Maintenance Period 7/1/23 - 9/30/24	08/02/2023	5,659.44
107352	Dorothy Lofton	Shelter Key Deposit Refund	08/02/2023	50.00
107354	Jim Maloney	Void/Reissue of uncashed refund check	08/02/2023	4.81
107358	MIDC Enterprises	K-Rain Super Pro Rotor	08/02/2023	197.52
107368	Shamrock Group, Inc.	CO2 Cylinder Rent	08/02/2023	30.07
107381	W.L. Hall Company	Replaced missing/damaged bottom sw	08/02/2023	565.00
107384	AARP	Driver Safety Refresher Course 7/27/2	08/09/2023	155.00
107385	AARP Driver Safety Program	Driver's Refresher Course 10 members	08/09/2023	200.00
107391	City of Arden Hills	Field Trip: Sidekick Theater/Grand Sl	08/09/2023	797.50
107392	The Cleaning Authority, Inc.	July Monthly Cleaning	08/09/2023	3,855.60
107406	House of Print	Brochures	08/09/2023	5,641.95
107408	Ingina, LLC	Candy Lab	08/09/2023	2,603.00
107410	Linn Building Maintenance	August Cleaning Services	08/09/2023	3,140.00
107415	Doreen Murdock	Refund for damage deposit - Banquet 1	08/09/2023	200.00
107416	Marci Nelson	Shelter Key Deposit Refund	08/09/2023	50.00
107417	Bob Nielsen	Drive van and supervise loading/unloa	08/09/2023	45.00
107418	NRPA-National Recreation & Park Ass	Premier Package, Member ID 15042	08/09/2023	900.00
107420	On Site Companies-OSSTC	Portables	08/09/2023	2,004.00
107421	Overhead Door Co of the Northland	Install Springs, Skating Center	08/09/2023	2,239.83
107431	Revolutionary Sports, LLC	Archery and Lacrosse Camps	08/09/2023	3,917.90
107433	Todd Richard Sauers	Referee and assigning fees 7/25 - 7/30	08/09/2023	1,775.00
107434	Schmitt & Sons Transportation	Cascade Bay Water Park Trip	08/09/2023	1,961.30
107439	Emebet Tekle	Refund for damage deposit - Banquet 1	08/09/2023	200.00
107440	Think Small	50% Reimbursement due to rental Can	08/09/2023	166.43
107444	Universal Athletic, LLC	Softballs	08/09/2023	2,613.61
107449	Gaozong Tiarra Xiong	Refund for damage deposit - Banquet 1	08/09/2023	100.00
Total for Department: 04 Recreation				88,165.89
Total for Fund:200 Recreation Fund				104,169.59

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 204 P & R Contract Maintenance				
Department: 00 General Function				
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for July	08/11/2023	6,821.67
Total for Department: 00 General Function				6,821.67
Department: 04 Recreation				
0	Adam's Pest Control - CC	Payment for Invoice 3613432	08/11/2023	279.36
0	Bachman's Inc	Plants	08/09/2023	2,734.85
0	Beisswenger's Hardware-CC	Operating Supplies	08/11/2023	45.08
0	Consolidated Container-CC	Garbage Bins for Parks	08/11/2023	659.54
0	Davis Lock & Safe-CC	Keys	08/11/2023	19.31
0	Dick's Sporting Goods-CC	Quest 10x10 Slant Leg	08/11/2023	96.60
0	Dollar Tree-CC	Dish Pans/Storage/Collander	08/11/2023	12.08
0	Fra Dor-CC	Yard Purchase	08/11/2023	2,306.84
0	Frattallones-CC	Garden Supplies/Spray Paint	08/11/2023	124.09
0	Horizon Commercial Pool Supply - CC	Pool Supplies	08/11/2023	1,039.12
0	Menards-CC	Lumber	08/11/2023	114.79
0	MIDC Enterprises- CC	Pro series 10" round w/ cover	08/11/2023	1,171.57
0	MTI Distributing, Inc.	Piston cylinder, ring back up, o-ring, r	08/09/2023	95.21
0	Nitti Sanitation-CC	June Service	08/11/2023	1,061.95
0	Rainbow Play Systems-CC	Basketball Hoops	08/11/2023	1,211.00
0	Sam's Club-CC	Towels	08/11/2023	21.35
0	Sherwin Williams - CC	Paint	08/11/2023	221.14
0	Signarama-CC	Bench Plaque	08/11/2023	125.00
0	Speedway-CC	Ice	08/11/2023	52.56
0	Suburban Ace Hardware-CC	Drill drive set, adapter, bit holder	08/11/2023	154.04
0	Volleyball USA-CC	Volleyball Supplies	08/11/2023	345.43
0	Walgreens-CC	First Aid Supplies	08/11/2023	43.49
0	Xcel Energy	Xcel Billings August	08/02/2023	6,874.74
107326	Cintas Corporation	Clothing	08/02/2023	2.66
107348	Kone Inc	Maintenance Period 7/1/23 - 9/30/24	08/02/2023	2,882.64
107366	Precision Landscape & Tree,Inc	Stump Grinding	08/02/2023	216.00
107390	Cintas Corporation	Clothing	08/09/2023	2.66
107402	Gertens Greenhouses	Hardwood Chips	08/09/2023	727.20
107410	Linn Building Maintenance	August Cleaning Services	08/09/2023	325.00
107420	On Site Companies-OSSTC	Portables	08/09/2023	71.00
107445	Verizon	Phones 6/27-7/26, Acct# 487223064-0	08/09/2023	390.11
Total for Department: 04 Recreation				23,426.41
Total for Fund:204 P & R Contract Maintenance				30,248.08

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 220 Municipal Community Band				
Department: 04 Recreation				
107387	Richard Baldinelli	Reimbursement for Band Pizza Party	08/09/2023	558.55
Total for Department: 04 Recreation				558.55
Total for Fund:220 Municipal Community Band				558.55

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 221 Municipal Jazz Band				
Department: 04 Recreation				
0	Glen Newton	Rsvl big band director - monthly paym	08/09/2023	250.00
Total for Department: 04 Recreation				250.00
Total for Fund:221 Municipal Jazz Band				250.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 260 Community Development				
Department: 00 General Function				
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for July	08/11/2023	7,368.64
107346	Kennedy & Graven, Chartered	Boater's/Dominium Redevelopment TI	08/02/2023	267.50
107350	Lee Homes Corp.	Construction Deposit Refund, 2690 H	08/02/2023	1,000.00
Total for Department: 00 General Function				8,636.14
Department: 02 Public Safety				
0	Jimmy John's- CC	Sandwiches	08/11/2023	51.31
0	T Mobile-CC	July Cell Billings	08/11/2023	280.90
0	Tokle Inspections, Inc.	July Electrical Inspections	08/09/2023	10,647.96
0	US Bank-Non Bank	June 2023 Terminal Charges	08/11/2023	4,746.57
107445	Verizon	Phones 6/27-7/26, Acct# 487223064-0	08/09/2023	51.88
Total for Department: 02 Public Safety				15,778.62
Department: 10 Community Development				
0	Time Saver Off Site Secretarial, Inc.	Planning Commission Meeting	08/02/2023	270.75
Total for Department: 10 Community Development				270.75
Total for Fund:260 Community Development				24,685.51

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 265 License Center				
Department: 00 General Function				
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for July	08/11/2023	13,131.10
0	MN Dept of Revenue-Non Bank	June 2023 Sales Tax & Use	08/11/2023	1,480.94
Total for Department: 00 General Function				14,612.04
Department: 01 General Government				
0	Alex Frederick	Mileage Reimbursement 7/5 - 7/19/23	08/02/2023	60.26
0	Amazon.com- CC	Plastic Cleaner/Cloths	08/11/2023	92.46
0	Costco-CC	Cleaning Supplies	08/11/2023	35.30
0	Fikes, Inc.	Restroom Supplies	08/09/2023	156.76
0	Full Slate-CC	Renewal	08/11/2023	49.95
0	Imaging Spectrum-CC	Passport Photo Holders/Paper	08/11/2023	1,726.81
0	McGough Property Management, LLC	Facility Mgmt Service	08/09/2023	315.30
0	Mydriversmanuals-CC	Driver's Manuals	08/11/2023	262.98
0	Signarama-CC	Passport Sign	08/11/2023	180.54
0	Steven Bickel	Mileage Reimbursement 6/5 - 7/25/23	08/02/2023	184.71
0	USPS-CC	Postage	08/11/2023	2,012.80
107325	CenturyLink	Account Number 651 766-4616 731	08/02/2023	110.32
107331	Definitive Technology Solutions, Inc.	Waste Toner	08/02/2023	57.00
107357	MDRA-MN Deputy Registrars Assoc.	2023 MDRA Annual Meeting	08/02/2023	150.00
107369	Shred-N-Go, Inc.	License Center Shredding Services	08/02/2023	131.89
107410	Linn Building Maintenance	August Cleaning Services	08/09/2023	880.00
Total for Department: 01 General Government				6,407.08
Total for Fund:265 License Center				21,019.12

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 270 Charitable Gambling				
Department: 00 General Function				
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for July	08/11/2023	60.26
Total for Department: 00 General Function				60.26
Total for Fund:270 Charitable Gambling				60.26

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 282				
Department: 01				
0	CDW-Government- CC	Video Conferencing Device	08/11/2023	901.55
Total for Department: 01				901.55
Total for Fund:282				901.55

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 290 Police Forfeiture Fund				
Department: 00 General Function				
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for July	08/11/2023	4.39
Total for Department: 00 General Function				4.39
Department: 02 Public Safety				
107380	Verizon	Verizon Bill 6/9 - 7/8/23	08/02/2023	50.75
Total for Department: 02 Public Safety				50.75
Total for Fund:290 Police Forfeiture Fund				55.14

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 295 Police Grants				
Department: 00 General Function				
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for July	08/11/2023	28.88
Total for Department: 00 General Function				28.88
Total for Fund:295 Police Grants				28.88

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 400 Police Vehicle Revolving				
Department: 02 Public Safety				
0	Advanced Graphix, Inc.	Graphics on Polaris Ranger	08/02/2023	280.00
0	Elite K9-CC	K9 Remote with bluetooth	08/11/2023	1,333.11
0	GBRS Group Gear-CC	Swat tactical gear	08/11/2023	129.71
0	Home Depot- CC	K9 Dog house	08/11/2023	423.42
0	Impact Dog Crates-CC	K9 Replacement Leash and Crate	08/11/2023	686.50
0	Top Notch K9 Equipment-CC	K9 E-collar Attachement	08/11/2023	72.90
107334	Dodge of Burnsville, Inc.	2 - 2023 Dogde Durangos	08/02/2023	41,368.00
107347	Kiesler's Police Supply, Inc.	Aimpoint Lenscover	08/02/2023	118.14
107360	Motorola Solutions, Inc.	Radios. Customer Acct #1000834384	08/02/2023	31,786.80
Total for Department: 02 Public Safety				76,198.58
Total for Fund:400 Police Vehicle Revolving				76,198.58

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 401 Fire Vehicles Revolving				
Department: 02 Public Safety				
0	Amazon.com- CC	Generator	08/11/2023	899.00
0	Apple-CC	CIP Vehicle IT	08/11/2023	1,379.00
0	Etsy-CC	Wall Mount Case	08/11/2023	13.84
0	Home Depot- CC	Tote Storage	08/11/2023	52.28
Total for Department: 02 Public Safety				2,344.12
Total for Fund:401 Fire Vehicles Revolving				2,344.12

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 403 Public Works Vehicle Revolving				
Department: 03 Public Works				
0	Amazon.com- CC	Standing Desks	08/11/2023	536.86
0	License Center-Non Bank	Registration for 2023 Ford F-350 PW `	08/11/2023	3,698.88
Total for Department: 03 Public Works				4,235.74
Total for Fund:403 Public Works Vehicle Revolving				4,235.74

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 408 Pathway Maintenance Fund				
Department: 03 Public Works				
107323	BNSF Railway Company	Land Lease	08/02/2023	300.00
107355	Martin Marietta Materials Inc	Operating Supplies	08/02/2023	340.27
107399	Fra-Dor Inc.	Clean Concrete	08/09/2023	570.00
107400	Gary Carlson Equipment, Corp.	Pathway Sidewalk removal -Fernwood	08/09/2023	434.90
Total for Department: 03 Public Works				1,645.17
Total for Fund:408 Pathway Maintenance Fund				1,645.17

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 409 Central Svcs Equip Revolving				
Department: 01 General Government				
107396	Definitive Technology Solution, Inc.	Copier Rental	08/09/2023	3,208.72
Total for Department: 01 General Government				3,208.72
Total for Fund:409 Central Svcs Equip Revolving				3,208.72

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 415 Roseville-John Rose Oval Proje				
Department: 04 Recreation				
0	Goodmanson Construction, Inc.	Ice System Replacement	08/02/2023	7,315.66
Total for Department: 04 Recreation				7,315.66
Total for Fund:415 Roseville-John Rose Oval Proje				7,315.66

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 417 Streetscape				
Department: 03 Public Works				
0	Menards-CC	Sump pump irrication pit tip	08/11/2023	150.31
0	TreeTop Products-CC	3 Benches	08/11/2023	3,204.38
107358	MIDC Enterprises	K-Rain Super Pro Rotor	08/02/2023	29.63
107443	Twin City Lawncare & Landscape	Streetscape Maintenance	08/09/2023	7,750.88
Total for Department: 03 Public Works				11,135.20
Total for Fund:417 Streetscape				11,135.20

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 420 Tree Preservation Fund				
Department: 10 Community Development				
107340	Mary Heppner	Reimbursement for Tree Planting/Scre	08/02/2023	104.13
Total for Department: 10 Community Development				104.13
Total for Fund:420 Tree Preservation Fund				104.13

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 534 GO Bonds Series 2020A				
Department: 12 Debt Service				
0	Bond Trust Service Corp-Non Bank	2023 Principal (\$0) & Interest (\$51,65	08/11/2023	34,800.00
Total for Department: 12 Debt Service				34,800.00
Total for Fund:534 GO Bonds Series 2020A				34,800.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 583 TIF #21 CPC Redevelopment				
Department: 10 Community Development				
107328	Colder Products Company	1st Half TIF Pay as you go TIF Note -	08/02/2023	110,910.46
Total for Department: 10 Community Development				110,910.46
Total for Fund:583 TIF #21 CPC Redevelopment				110,910.46

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 586 TIF #18 Sienna Green				
Department: 10 Community Development				
107314	Aeon	1st Half TIF Payment - 2023	08/02/2023	64,097.04
Total for Department: 10 Community Development				64,097.04
Total for Fund:586 TIF #18 Sienna Green				64,097.04

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 588 TIF District #20: McGough				
Department: 10				
107356	McGough Construction Company	1st Half TIF Pay as you go TIF Note -	08/02/2023	53,105.73
Total for Department: 10				53,105.73
Total for Fund:588 TIF District #20: McGough				53,105.73

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 589 TIF District #22 Twin Lakes II				
Department: 10				
107312	2720 Fairview Group, LLC	1st Half of 2023 TIF Pay as you go TI	08/02/2023	200,508.77
107376	Tareen Dermatology	1st Half of 2023 TIF Pay as you go TI	08/02/2023	42,622.81
Total for Department: 10				243,131.58
Total for Fund:589 TIF District #22 Twin Lakes II				243,131.58

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 590 Street Construction				
Department: 03 Public Works				
0	City of St. Paul	Labor & Equip - Chemstone Inv 71769	08/02/2023	320.50
0	Pirate Ship Postage-CC	TA Schifsky 1 Label Batch	08/11/2023	7.00
Total for Department: 03 Public Works				327.50
Total for Fund:590 Street Construction				327.50

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 600 Sanitary Sewer				
Department: 00 General Function				
0	Metropolitan Council	SAC Charges July 2023	08/02/2023	46,742.85
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for July	08/11/2023	1,339.30
Total for Department: 00 General Function				48,082.15
Department: 05 Sanitary Sewer				
0	Amazon.com- CC	Tool Box	08/11/2023	1,223.23
0	Bluefin Payment Systems-Non Bank	June 2023 UB Payments.com Charges	08/11/2023	7,224.59
0	Fleet Farm-CC	Operating Supplies	08/11/2023	293.78
0	Frattallones-CC	Operating Supplies	08/11/2023	44.91
0	General Industrial Supply Co.	Zone II Blue Lens, Anti-fog Lens	08/02/2023	94.80
0	General Industrial Supply Co.	Gloves	08/09/2023	338.88
0	Gopher State One Call	July Total Billable Tickets: 537	08/09/2023	241.65
0	Menards-CC	Camera Trailer & Fernwood Supplies	08/11/2023	529.70
0	Metropolitan Council	Waste Water Services Def Rev	08/09/2023	255,964.10
0	Northern Tool & Equip- CC	Shop Rags/Clevis	08/11/2023	79.23
0	Pollardwater.com-CC	24in Telescopic Claw	08/11/2023	343.95
0	Stykemain Chevrolet- Non-Bank	2022 Chevrolet Silverado VIN#: 1809	08/11/2023	156,465.00
0	Suburban Ace Hardware-CC	Oil	08/11/2023	337.10
0	T Mobile-CC	Pub Works Phones	08/11/2023	179.75
0	Verizon-CC	Pub Works Phones	08/11/2023	75.02
Total for Department: 05 Sanitary Sewer				423,435.69
Total for Fund:600 Sanitary Sewer				471,517.84

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 610 Water Fund				
Department: 00 General Function				
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for July	08/11/2023	1,839.63
0	MN Dept of Revenue-Non Bank	June 2023 Sales Tax & Use	08/11/2023	6,122.46
107324	EUNICE BOSMA	Refund Check 005109-000, 946 LOV	08/02/2023	48.15
107330	PETER & JENNIFER DAHL	Refund Check 012281-000, 2241 MII	08/02/2023	213.46
107333	Dimke Excavating	Hydrant Meter Deposit Refund	08/02/2023	2,050.00
107336	Jago Gavin	Void/Reissue of uncashed UB refund c	08/02/2023	38.23
107338	ROBERT HAPY	Refund Check 012717-000, 973 W CC	08/02/2023	73.22
107344	CHRISTINE JOHNSON	Refund Check 007691-000, 1011 RYA	08/02/2023	150.63
107353	JUANITA LUCAS	Refund Check 012790-000, 1347 SHI	08/02/2023	79.80
107359	MN Dept of Health-Drinking Water Pr	Void/Reissue of uncashed check-Water	08/02/2023	25,126.20
107365	Pemper Companies		08/02/2023	3,000.00
107367	NIC SCHULTZ	Refund Check 024070-000, 2612 ALI	08/02/2023	156.06
107370	Melissa Simon	Void/Reissue of uncashed UB Refund	08/02/2023	171.52
107371	GURMIT SINGH	Refund Check 023259-000, 2823 AR	08/02/2023	177.22
107374	CONNIE JOHN SWANSON	Refund Check 005095-000, 889 LOV	08/02/2023	51.30
107409	TAMMY LIDBERG	Refund Check 020618-000, 1422 W C	08/09/2023	128.08
107413	PATRICK MCBRIDE	Refund Check 013923-000, 800 HEIN	08/09/2023	14.82
107423	JIMMY PERDOMO	Refund Check 025496-000, 247 MIN	08/09/2023	154.26
107438	FRANKLIN TAN	Refund Check 025969-000, 333 W CC	08/09/2023	211.52
Total for Department: 00 General Function				39,806.56
Department: 06 Water Fund				
0	Apple-CC	iCloud Storage	08/11/2023	0.99
0	Bond Trust Service Corp-Non Bank	2023 Principal (\$0) & Interest (\$51,65	08/11/2023	16,850.00
0	City of Roseville- Non Bank	June 2023 City Water Bills Due 7/31/2	08/11/2023	14,391.86
0	Ferguson Waterworks #2518	Operating Supplies	08/09/2023	623.91
0	General Industrial Supply Co.	Operating Supplies	08/09/2023	204.00
0	Gopher State One Call	July Total Billable Tickets: 537	08/09/2023	241.65
0	Menards-CC	Operating Supplies - water tower	08/11/2023	291.96
0	MN Dept of Revenue-Non Bank	June 2023 Sales Tax & Use	08/11/2023	853.39
0	Suburban Ace Hardware-CC	Appliance Epoxy	08/11/2023	80.07
0	T Mobile-CC	Pub Works Phones	08/11/2023	163.98
0	Verizon-CC	Pub Works Phones	08/11/2023	115.05
0	Xcel Energy	Xcel Billings August	08/02/2023	13,500.37
0	Ziegler Internet Sales-CC	7C-1571: Element A, Jun 22-23	08/11/2023	241.76
107329	Core & Main LP	Operating Supplies	08/02/2023	3,582.66
107333	Dimke Excavating	Meter Rental	08/02/2023	-50.00
107375	T Mobile	Mobile Number 651-417-1442, Accou	08/02/2023	35.82
107382	Water Conservation Service, Inc.	Leak Locate 6/28	08/02/2023	349.65
107398	Erickson Electric Company, Inc.	Troubleshoot Power Issues at Tower &	08/09/2023	10,130.90
107401	Tacy B Gates	Refund on utility overpayment - Origin	08/09/2023	138.85
107424	Plaisted Companies, Inc	Waterbreak Spoils Dump Fee	08/09/2023	450.00
107428	Q3 Contracting, Inc.	Traffic Control Plan	08/09/2023	861.60
107445	Verizon	Phones 6/27-7/26, Acct# 487223064-0	08/09/2023	280.75
107448	Water Conservation Service, Inc.	Leak Locate 4/18/23	08/09/2023	349.65
Total for Department: 06 Water Fund				63,688.87
Total for Fund:610 Water Fund				103,495.43

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 620 Golf Course				
Department: 00 General Function				
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for July	08/11/2023	1,090.50
0	MN Dept of Revenue-Non Bank	June 2023 Sales Tax & Use	08/11/2023	4,673.27
0	Xcel Energy	August Xcel Billings	08/09/2023	-121.55
Total for Department: 00 General Function				5,642.22
Department: 07 Golf Course				
0	Amazon.com- CC	Jr. League Prizes	08/11/2023	953.05
0	Cub Foods- CC	Water	08/11/2023	91.01
0	Dunkin Donuts-CC	Rosefest Supplies	08/11/2023	64.39
0	Ebay Inc-CC	Vehicle Supplies	08/11/2023	175.99
0	Fikes, Inc.	Restroom Supplies	08/09/2023	533.73
0	Frattallones-CC	HIVIS Ground Cap	08/11/2023	11.87
0	Home Depot- CC	Shovel, Glue, Sprinkler, Rugged reach	08/11/2023	199.53
0	MTI Distributing, Inc.	Bracket-Skid, Mount-Roller, Screws, I	08/02/2023	309.25
0	MTI Distributing, Inc.	Module-Control, Standard	08/09/2023	129.13
0	Nitti Sanitation-CC	June Service	08/11/2023	521.92
0	Serving Alcohol-CC	Alcohol Training	08/11/2023	63.54
0	Target- CC	Cleaner for Windows	08/11/2023	27.90
0	Xcel Energy	August Xcel Billings	08/09/2023	1,889.56
107388	Callaway Golf Company	Junior League Hats	08/09/2023	2,653.02
107389	Capitol Beverage Sales, LP	Beverages for Sale	08/09/2023	645.52
107393	Comcast	Services from 8/7 -9/6/23, Account # 8	08/09/2023	169.51
107420	On Site Companies-OSSTC	Portables - Cedarholm	08/09/2023	142.00
107430	Reinders Inc.	Operating Supplies	08/09/2023	339.60
107435	The Sherwin-Williams Company	Paint - PO# Golf, Micah	08/09/2023	117.12
107441	Tio's Food and Beverage	Wine, Women, Whifs Event	08/09/2023	1,032.33
107446	The Vernon Company	Staff Uniform - Golf	08/09/2023	2,417.02
Total for Department: 07 Golf Course				12,486.99
Total for Fund:620 Golf Course				18,129.21

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 640 Storm Drainage				
Department: 00 General Function				
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for July	08/11/2023	2,942.25
Total for Department: 00 General Function				2,942.25
Department: 08 Storm Water				
0	Certified Laboratories-CC	Safety Supplies	08/11/2023	426.67
0	Gopher State One Call	July Total Billable Tickets: 537	08/09/2023	241.65
0	Sandstrom Land Management, LLC	Mow Evergreen Park Ditch 7/24	08/09/2023	225.00
0	T Mobile-CC	Pub Works Phones	08/11/2023	68.99
0	Verizon-CC	Pub Works Phones	08/11/2023	56.63
0	Xcel Energy	Xcel Billings August	08/02/2023	1,288.38
107394	Curtis A Finch	3 Dates of Service July 2023	08/09/2023	402.00
107426	Precision Landscape & Tree,Inc	Brush/Wood Debris Removal	08/09/2023	2,577.00
107428	Q3 Contracting, Inc.	Road Signs	08/09/2023	478.20
Total for Department: 08 Storm Water				5,764.52
Total for Fund:640 Storm Drainage				8,706.77

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 650 Environmental				
Department: 09 Recycle				
0	Eureka Recycling	Monthly Recycling Charge	08/09/2023	70,722.27
0	Holiday Inn-CC	Conference - Hotel	08/11/2023	317.98
0	PencilGuyShop.com - CC	Custom Pencils	08/11/2023	128.31
Total for Department: 09 Recycle				71,168.56
Total for Fund:650 Environmental				71,168.56

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 700 Workers Compensation				
Department: 00 General Function				
0	SFM Risk Solutions	Administrative Services	08/02/2023	3,119.00
Total for Department: 00 General Function				3,119.00
Total for Fund:700 Workers Compensation				3,119.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 710 Risk Management				
Department: 00 General Function				
0	Delta Dental Plan of Minnesota/DDMN	Dental Insurance Premium July 2023	08/09/2023	9,442.99
Total for Department: 00 General Function				9,442.99
Total for Fund:710 Risk Management				9,442.99

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 725 EDA Operating Fund				
Department: 00				
0	Business Journal-CC	MSP Business Journal Subscription	08/11/2023	180.00
0	Golden Shovel Agency	Economic Gateway & Gatekeeper Ser	08/02/2023	1,050.00
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for July	08/11/2023	1,263.52
0	North Suburban Access Corp.	Business Council Meeting 7/26/23	08/09/2023	200.00
0	Urban Land Institute- CC	Member Registration	08/11/2023	59.00
107346	Kennedy & Graven, Chartered	General Services through June 30, 202	08/02/2023	46.00
Total for Department: 00				2,798.52
Total for Fund:725 EDA Operating Fund				2,798.52

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 726 Roseville Business Loans				
Department: 00 General Function				
0	Metropolitan Consortium-Non Bank	Par365 LLC - Small Business Loan M	08/11/2023	25,000.00
Total for Department: 00 General Function				25,000.00
Total for Fund:726 Roseville Business Loans				25,000.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 727 SE Roseville				
Department: 00 General Function				
107436	St. Paul Area Chamber of Commerce	Rice and Larpenteur - July Services 20	08/09/2023	10,416.67
Total for Department: 00 General Function				10,416.67
Total for Fund:727 SE Roseville				10,416.67

Check No.	Vendor/Employee	Transaction Description	Date	Amount
		Grand Total		1,932,152.12

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8/21/2023
Item No.: 10.b.

Department Approval



City Manager Approval



Item Description: Approval of 2 Temporary Liquor Licenses

Background

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

Temporary Liquor License

Bent Brewstillery
1744 Terrace Dr.
Roseville, MN 55113

Bent Brewstillery is hosting a BBQ competition at 1744 Terrace Dr. on September 9, 2023. This is their 4th event in 2023. Their total number of days is 4 out of the limit of 12 for the calendar year.

Bent Brewstillery is hosting a Costume contest at 1744 Terrace Dr. on October 26, 2023. This is their 5th event in 2023. Their total number of days is 5 out of the limit of 12 for the calendar year.

Policy Objectives

Required by City Code.

Racial Equity Impact Summary

There is no anticipated racial equity impact.

Budget Implications

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

Staff Recommendations

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

Requested Council Action

Motion to approve 2 Temporary Liquor Licenses for Bent Brewstillery

Prepared by: Katie Bruno, Deputy City Clerk

Attachments: 1. Application 09092023
2. Application 10262023



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 222, St. Paul, MN 55101
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date organized		Tax exempt number	
Bent Brewstillery		Jun 11, 2011		45-2650832	
Address		City	State	Zip Code	
1744 Terrace Dr		Roseville	Minnesota	55113	
Name of person making application		Business phone		Home phone	
Bartley Blume		651-233-3843			
Date(s) of event		Type of organization			
9/9/23		☒ Club ☐ Charitable ☐ Religious ☐ Other non-profit			
Organization officer's name		City	State	Zip Code	
Bartley Blume		Roseville	Minnesota	55113	
Organization officer's name		City	State	Zip Code	
			Minnesota		
Organization officer's name		City	State	Zip Code	
			Minnesota		
Organization officer's name		City	State	Zip Code	
			Minnesota		

Location where permit will be used. If an outdoor area, describe.
 BBQ Competition on site

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
 West Bend Insurance Company
 Aggregate Limit \$2,000,000
 Each Common \$1,000,000

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 222, St. Paul, MN 55101
651-201-7500 Fax 651-297-5259 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date organized		Tax exempt number	
Bent Brewstillery		Jun 11, 2011		45-2650832	
Address		City	State	Zip Code	
1744 Terrace Dr		Roseville	Minnesota	55113	
Name of person making application		Business phone		Home phone	
Bartley Blume		651-233-3843			
Date(s) of event		Type of organization			
10/26/23		☒ Club ☐ Charitable ☐ Religious ☐ Other non-profit			
Organization officer's name		City	State	Zip Code	
Bartley Blume		Roseville	Minnesota	55113	
Organization officer's name		City	State	Zip Code	
			Minnesota		
Organization officer's name		City	State	Zip Code	
			Minnesota		
Organization officer's name		City	State	Zip Code	
			Minnesota		

Location where permit will be used. If an outdoor area, describe.
Costume Contest on site

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

West Bend Insurance Company

Aggregate Limit \$2,000,000

Each Common \$1,000,000



APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

REQUEST FOR COUNCIL ACTION

Date: 8/21/2023
Item No.: 10.c.

Department Approval



City Manager Approval



Item Description: Approve General Purchases Exceeding \$10,000 or Sales of Surplus Items

Background

City Code section 103.05 establishes the requirement that all general purchases or contracts in excess of \$10,000 be separately approved by the City Council, independent of the budget process or other statutory purchasing requirements. In addition, State Statutes generally require the Council to authorize the sale of surplus vehicles and equipment. *Attachment A-1* includes a list of items submitted for Council review and approval.

Staff will note that, unless noted otherwise, all items contained in this report were previously identified and included in the adopted budget or Capital Improvement Plan (CIP) submitted for Council review during the most recent budget cycle.

Policy Objectives

Required under City Code 103.05.

Racial Equity Impact Summary

Not applicable.

Budget Implications

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

Staff Recommendations

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

Requested Council Action

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

Prepared by: Joshua Kent - Assistant Finance Director

Attachments: 1. Attachment

General Purchases or Contracts

Division	Vendor	Description	Key	Budget Amount	P.O. Amount	Budget / CIP
Police	Motorola Solutions	6 - Personal Radios	(a)	\$ 40,000	\$ 33,414	2024 CIP
Police	Dodge of Burnsville	4 - 2024 Durango Pursuit AWD V8 (Marked Squads)	(b)	\$ 200,000	\$ 170,308	2024 CIP

Key

- (a) After reaching out to the vendor to see what the lag time on receiving the 6 personal radios would be, staff was informed that there is currently a 20 week waiting period once ordered. These radios are associated to the 2024 CIP budget. Staff is proposing to order them now to be able to receive them and put them into operation at the beginning of 2024
- (b) It has been proposed by staff that the Council approve the purchase of four 2024 Dodge Durangos from Dodge of Burnsville. These four vehicles are currently within the Police Vehicle/Equipment 2024 CIP budget. There continues to be a lag time on when vehicles are ordered and when they would be received, as well as a limited amount of supply available for purchase. By ordering them now, it is predicted that each of the vehicles would be received within the first quarter of 2024.

REQUEST FOR COUNCIL ACTION

Date: 8/21/2023
Item No.: 10.d.

Department Approval

Janice Gundlach

City Manager Approval

Sam F. Trueman

Item Description: Adopt a Resolution approving a City SAC Credit Policy

Background

In 2011, the Metropolitan Council provided the City with approximately 500 community-wide SAC (Sewer Availability Charge) credits. In an effort to preserve those credits so they could be made available for use at the discretion of the City, the credits were monetized for use at a later date. In recent years, SAC credits have only been offered as a component of formal requests for public finance assistance through the Rosville Economic Development Authority. Three projects were offered SAC credits through this process, including McGough's new headquarters, Common Bond's Owasso Gardens apartments, and Edison apartments (phase II). Since discussion of a proposed SAC Credit Policy commenced in late June of this year, the City Council also approved five SAC credits to Par365.

Beyond offering SAC credits in conjunction with formal applications for public finance assistance, staff finds there to be value in offering SAC credits to small businesses administratively. In an effort to be thoughtful regarding administering SAC credits outside a formal request for public finance assistance, staff proposed to Council creation of a SAC Credit Policy. The idea of such a policy was introduced at a meeting held on June 20, 2023. A draft policy was formally discussed at a meeting on July 17, 2023. The proposed SAC Credit Policy (Attachment 2) incorporates the feedback received from those discussions. The policy includes the following sections:

- Introduction
- Objectives
- Purpose Statement
- Application, Criteria & Usage of Credits
- Administration of Credits
- Policy Effectiveness

The purpose statement outlined in the policy notes the City's intention to apply SAC credits as a financial tool to recruit and retain new or expanding small businesses in the City, including, but not limited to retail (service & goods), food and beverage, and entertainment businesses. The proposed policy would allow up to five SAC credits to be administratively provided to businesses at the time of building permit if all criteria outlined in the policy have been met. The policy requires the business to complete an application ensuring all the information to conform to the policy is provided, including a written statement of financial hardship.

Staff is recommending the Council take action, by adoption of a Resolution (Attachment 1), to enact the policy.

Policy Objectives

Utilize community-wide SAC credits for the recruitment and retention of small businesses within the City.

Racial Equity Impact Summary

Given this is a new policy, the Racial Equity Toolkit was completed and provided to the City Council in conjunction with the July 17, 2023 meeting materials. Completion of the toolkit suggests the SAC Credit Policy will not negatively impact racial equity.

Budget Implications

As of July 31, 2023, the current balance in the SAC account is \$1,324,894. The current Metropolitan Council SAC fee is \$2,485 per unit, suggesting the City's SAC account could offer approximately 533 SAC credits.

Staff Recommendations

Adopt a Resolution approving the SAC Credit Policy.

Requested Council Action

Adopt a Resolution approving the SAC Credit Policy.

Prepared by: Janice Gundlach, Community Development Director

Attachments:

1. Resolution
2. SAC Credit Policy w_Application

1 **EXTRACT OF MINUTES OF MEETING**
2 **OF THE**
3 **CITY COUNCIL OF THE CITY OF ROSEVILLE**

4
5 * * * * *

6
7 Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of
8 Roseville, County of Ramsey, Minnesota was duly held on the 21st day of August 2023, at 6:00
9 p.m.

10
11 The following members were present: , , , and Mayor .
12 and the following were absent: .

13
14 Member introduced the following resolution and moved its adoption:
15

16
17 **RESOLUTION No.**

18
19 **RESOLUTION APPROVING THE CITY SAC POLICY**
20 **FOR THE CITY OF ROSEVILLE**

21
22
23 WHEREAS, a Sewer Availability Charge (“SAC”) is imposed by the Metropolitan Council’s
24 Environmental Services Division (MCES) based on the amount of wastewater that the property
25 is anticipated to generate; and

26
27 WHEREAS, the SAC is a one-time charge collected when a building permit is issued for either a
28 new building or remodel permit, or when a connection permit is issued for an existing building
29 connecting to the sanitary sewer system for the first time; and

30
31 WHEREAS, SAC is imposed on the City by MCES and the City passes the charge along to
32 individual business owners or property developers as part of the City permitting process; and

33
34 WHEREAS, in 2011, the Metropolitan Council provided the city with approximately 500
35 community-wide SAC credits that can be used in lieu of paying SAC at the discretion of the
36 City; and

37
38 WHEREAS, the City would like to create a program to offer the SAC credits to small businesses
39 under certain circumstances; and

40
41 WHEREAS, City staff have developed a policy to identify small businesses who will be offered
42 up to 5 SAC credits in lieu of paying SAC charges.
43

44 NOW, THEREFORE BE IT RESOVED, by the City Council of the City of Roseville,
45 Minnesota, that the City SAC Policy included as Attachment A be adopted and remain in effect
46 until such time that a subsequent policy action is taken.

47
48
49 The motion for the adoption of the foregoing resolution was duly seconded by Member ,
50 and upon a vote being taken thereon, the following voted in favor thereof: , , ,
51 , and Mayor .
52 and the following voted against the same: .

53
54 WHEREUPON said resolution was declared duly passed and adopted.
55

56
57
58
59 STATE OF MINNESOTA)
60) SS
61 COUNTY OF RAMSEY)
62
63

64 I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of
65 Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and
66 foregoing extract of minutes of a regular meeting of said City Council held on the day of,
67 , 20 with the original thereof on file in my office.
68

69 WITNESS MY HAND officially as such Manager this day of , 20
70
71

72
73 SEAL
74
75

76

Patrick J. Trudgeon, City Manager

SEWER AVAILABILITY CHARGE (SAC) CREDIT POLICY

Introduction: The City of Roseville is responsible for collecting one-time fees when a business connects to the regional wastewater (sewer) system for the first time or when a business grows and is anticipated to generate a greater demand on the system than originally calculated. These fees are set and determined by the Metropolitan Council and are charged in units.

Objectives: Periodically, community-wide credits become available when a business closes, downsizes, or otherwise decreases their demand on the regional wastewater system. The City of Roseville will utilize these credits in one of the following two ways:

- 1) Credits valued at, or more than \$25,000: As a component of public finance assistance via application and compliance with the City of Roseville and Roseville Economic Development Authority Public Financing Criteria and Business Subsidy Policy.
- 2) Credits valued less than \$25,000: Via a fee waiver to aid in the recruitment and retention of certain small businesses within the City.

Requests for SAC credits of a value of \$25,000 or more shall be subject to approval by the Roseville Economic Development Authority consistent with the Public Financing Criteria and Business Subsidy Policy.

Requests for SAC credits of a value less than \$25,000 shall be provided administratively based upon the criteria outlined in this Policy.

Purpose Statement: The City of Roseville intends to collect and utilize community-wide SAC credits for the recruitment and retention of small businesses within the City, including, but not limited to retail (service & goods), food and beverage, and entertainment businesses. Eligible businesses must be either opening a new business or expanding an existing business which requires payment of additional SAC units to the Metropolitan Council.

Application, Criteria & Usage of Credits: Sewer Availability Charge (SAC) credits may be made available for request for businesses meeting the following criteria:

- Completion of the Administrative Sewer Availability Charge Credit Application.
- After receiving a SAC determination from Metropolitan Council, include a statement of financial hardship with the Administrative Sewer Availability Charge Credit Application to the Community Development Department outlining the reason for requesting SAC credits and how the request meets the Purpose Statement and Criteria outlined in the City's SAC Policy.
- A maximum of five (5) SAC credits per business is available
- Businesses requesting credits must not employ more than 5 FTE (including owner)
- Businesses ineligible for SAC credits include:
 - Businesses that do not have a physical address (bricks & mortar) within the City of Roseville
 - Non-profit organizations
 - Businesses with annual gross revenues greater than \$1 million
 - National chain businesses

- Businesses that derive income from passive investments without operational ties to operational businesses
- Businesses that engage in sexually explicit goods/service
- Businesses that engage in gambling enterprises
- Businesses that engage in activities prohibited by law
- Businesses that earn revenue from pyramid schemes, lending services and/or day trading/short term investments
- Businesses that are not in compliance with all state and local laws and regulations pertaining to licensing, building codes, zoning and environmental requirements.
- Businesses that have delinquent taxes, bills, fines or other charges due to the City.

Beyond the criteria listed in this policy, if the Community Development Director, or their designee, determines the type of business does not clearly comply with the Purpose Statement or Criteria outlined in the City's SAC Policy, such request will be brought forward to the City Council for a determination of eligibility.

Administration of Credits: Credits will be provided on a first-come, first-served basis. All SAC credits will be applied at the time of building permit issuance. Requests for reimbursement of previously paid-for SAC units will not be accepted.

Policy Effectiveness: Policy is effective at the discretion of the Roseville City Council and if/until the City's SAC account is depleted to the point of 100 remaining SAC units, whichever occurs first.



Administrative Sewer Availability Charge Credit Application

APPLICANT INFORMATION

Name of Business: _____

Address: _____

Applicant Name: _____

Owner Name, if different from applicant: _____

BUSINESS INFORMATION

Type of Business: _____

Minority Owned:

____ Yes

____ BIPOC

____ Women-owned

____ Other: _____

____ No

Describe your business: _____

Is this location part of a chain or franchise? If so, please list addresses of other locations: _____

Is this a start-up, improvement or expansion: _____

How many full-time employees do you employ or anticipate employing? _____

ADDITIONAL INFORMATION AND REQUIRED ATTACHMENTS

Please attach the following to this application:

- Official Metropolitan Council SAC Determination
- Statement of Financial Hardship

Applicant signature: _____ Date: _____

Please return completed application, along with required attachments, to:

City of Roseville
Attn: Community Development
2660 Civic Center Drive
Roseville, MN 55113
permits@cityofroseville.com

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8/21/2023
Item No.: 10.e.

Department Approval



City Manager Approval



Item Description: Certify Unpaid Utility Charges to the Property Tax Roll

Background

As authorized by City Code, Sections 506, 801,802, and 906, the City annually certifies to the County Auditor any unpaid false alarms, water, sewer, and other charges that are in excess of 90 days past due, for collection on the following year's property taxes. Affected property owners are provided a hearing to dispute any charges against their property.

Beginning in 2010, the City Council began approving certifications for delinquent utilities on a quarterly basis. This ensures that any unpaid utilities are brought to the attention of new property owners in a more timely fashion. It will also allow the City to record a lien against the property in the event that a property goes into foreclosure and/or is being prepared for sale for other reasons.

Attached is the current list of delinquent charges. Payments (along with accrued interest) received in the Finance Office prior to August 11, 2023 were accepted and will not be levied on the 2024 property taxes.

Policy Objectives

Certifying delinquent charges are required under City Code.

Racial Equity Impact Summary

There is no anticipated racial equity impact.

Budget Implications

Not Applicable

Staff Recommendations

Staff recommends approval of the attached resolution levying unpaid utility and other charges for collection on the property taxes.

Requested Council Action

Motion adopting the resolution approving the certification of unpaid utility and other charges to the County Auditor for collection on the property taxes.

Prepared by: Karla Rangitsch, Utility Billing Clerk

Attachments:

1. List of Delinquent Accounts
2. Resolution

PIN	SERVICE ADDRESS	AMOUNT TO COLLECTIONS	AMOUNT TO COLLECTIONS + \$25.00 FEE
012923110003	195 WOODLYNN AVE	\$174.76	\$199.76
012923110007	3119 RICE ST	\$179.67	\$204.67
012923110054	3075 WOODBRIDGE ST	\$197.22	\$222.22
012923130047	349 CO RD C2	\$265.91	\$290.91
012923140053	2923 NORTHVIEW ST	\$190.82	\$215.82
012923140081	208 MAPLE LN	\$268.22	\$293.22
012923140085	240 MAPLE LN	\$222.18	\$247.18
012923140103	183 CO RD C2	\$141.61	\$166.61
012923220022	3053 LITTLE BAY RD	\$283.05	\$308.05
012923230010	544 HEINEL DR	\$394.26	\$419.26
012923230057	523 OWASSO HILLS DR	\$293.55	\$318.55
012923240010	475 OWASSO HILLS DR	\$194.38	\$219.38
012923310042	406 TERRACE DR	\$194.29	\$219.29
012923330003	528 IONA LN	\$1,373.86	\$1,398.86
012923330025	2757 KENT ST	\$154.80	\$179.80
012923330395	2731 MACKUBIN ST #23	\$148.55	\$173.55
012923330420	2731 MACKUBIN ST #39	\$168.51	\$193.51
012923330436	2750 DALE ST #52	\$168.85	\$193.85
012923330456	2662 MACKUBIN ST	\$292.81	\$317.81
012923330462	2650 MACKUBIN ST	\$169.45	\$194.45
012923340035	395 WOODHILL DR	\$1,017.17	\$1,042.17
012923340114	2647 WESTERN AVE	\$175.97	\$200.97
012923340114	2649 WESTERN AVE	\$173.53	\$198.53
012923340141	413 CO RD C	\$174.51	\$199.51
012923340150	433 CO RD C	\$157.48	\$182.48
012923340156	445 CO RD C	\$214.68	\$239.68
012923410019	2780 MARION ST	\$229.82	\$254.82
012923410036	2841 MARION ST	\$252.44	\$277.44
012923420001	2873 GALTIER ST	\$332.46	\$357.46
012923420037	2843 MATILDA ST	\$183.26	\$208.26
012923420071	2825 FARRINGTON ST	\$189.07	\$214.07
012923420095	2857 VIRGINIA AVE	\$215.90	\$240.90
012923420108	2788 WESTERN AVE	\$51.71	\$76.71
012923430037	2721 MATILDA ST	\$297.05	\$322.05
012923430043	2679 MATILDA ST	\$135.18	\$160.18
012923430087	2724 VIRGINIA AVE	\$164.63	\$189.63
012923430111	2680 WESTERN AVE	\$170.10	\$195.10
012923440013	2687 WOODBRIDGE ST	\$427.11	\$452.11
022923130047	2992 VICTORIA ST	\$333.72	\$358.72
022923210048	940 BRENNER AVE	\$152.06	\$177.06
022923220014	1045 WOODLYNN AVE	\$234.26	\$259.26
022923240056	885 CO RD C2	\$134.24	\$159.24
022923320010	2777 LAKEVIEW AVE	\$148.55	\$173.55

More than 90 days past due as of
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022923320039	2779 AGLEN ST	\$175.54	\$200.54
022923320091	2821 CHURCHILL ST	\$239.15	\$264.15
022923330004	2729 LAKEVIEW AVE	\$253.91	\$278.91
022923330033	2748 CHURCHILL ST	\$211.12	\$236.12
022923340005	2680 VICTORIA ST	\$137.86	\$162.86
022923410019	715 HEINEL DR	\$112.91	\$137.91
022923410037	629 TERRACE DR	\$197.25	\$222.25
022923430033	795 TERRACE DR	\$292.21	\$317.21
022923430044	808 TERRACE DR	\$115.90	\$140.90
022923440005	717 TERRACE DR	\$701.20	\$726.20
022923440015	2738 ST ALBANS ST	\$132.78	\$157.78
022923440052	738 WHEATON AVE	\$161.04	\$186.04
022923440061	667 CO RD C	\$772.36	\$797.36
032923130064	1303 W CO RD C2	\$290.64	\$315.64
032923130069	2900 HAMLINE AVE	\$151.67	\$176.67
032923140026	1168 MAPLE LN W	\$399.17	\$424.17
032923230016	2944 SIMPSON ST	\$158.41	\$183.41
032923240069	2924 PASCAL ST	\$182.70	\$207.70
032923320147	2839 ARONA ST	\$127.39	\$152.39
032923320155	2821 ARONA ST	\$161.65	\$186.65
032923320159	2811 ARONA ST	\$142.97	\$167.97
032923340027	1390 JUDITH AVE	\$321.80	\$346.80
032923340042	1389 RAMBLER RD	\$284.76	\$309.76
032923340047	1434 RAMBLER RD	\$268.55	\$293.55
032923340080	1403 TALISMAN CV	\$283.35	\$308.35
032923410011	2806 GRIGGS ST	\$280.42	\$305.42
032923410035	2827 GRIGGS ST	\$229.07	\$254.07
032923410046	2761 GRIGGS ST	\$195.32	\$220.32
032923410072	2851 LEXINGTON PL	\$208.01	\$233.01
032923420004	2851 FERNWOOD ST	\$400.90	\$425.90
032923420007	2836 MERRILL ST	\$215.46	\$240.46
032923420054	2806 DELLWOOD ST	\$119.11	\$144.11
032923430027	2726 HURON ST	\$275.33	\$300.33
032923430035	2723 HURON ST	\$331.05	\$356.05
032923430067	2700 HAMLINE AVE	\$183.50	\$208.50
042923120023	3024 FAIRVIEW AVE	\$224.61	\$249.61
042923120029	1815 LYDIA AVE	\$196.01	\$221.01
042923130040	1771 MILLWOOD AVE	\$192.43	\$217.43
042923130042	1716 STANBRIDGE AVE	\$230.17	\$255.17
042923130092	1784 MAPLE LN	\$335.03	\$360.03
042923130100	1783 W CO RD C2	\$199.19	\$224.19
042923210013	3119 MILDRED DR	\$127.44	\$152.44
042923210055	3021 FAIRVIEW AVE	\$307.72	\$332.72
042923220047	3097 MT RIDGE RD	\$178.71	\$203.71
042923220100	3099 EVELYN ST	\$203.00	\$228.00
042923240042	2911 FAIRVIEW AVE	\$151.67	\$176.67
042923240044	2903 FAIRVIEW AVE	\$165.19	\$190.19

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042923310025	2690 PRIOR AVE #4	\$263.04	\$288.04
042923330032	0 MOUNT RIDGE RD	\$1,455.29	\$1,480.29
042923340035	2690 PRIOR AVE # 3	\$664.58	\$689.58
042923340036	2690 PRIOR AVE # 1	\$2,045.96	\$2,070.96
042923420005	1785 CENTENNIAL DR	\$124.61	\$149.61
042923420026	1798 CENTENNIAL DR	\$124.61	\$149.61
052923210071	3020 OLD HWY 8	\$1,501.64	\$1,526.64
052923210073	3006 OLD HWY 8	\$262.44	\$287.44
052923210099	2406 W CO RD D #3	\$203.56	\$228.56
052923220037	3072 PATTON RD	\$158.41	\$183.41
052923220084	3082 HIGHCREST RD	\$242.89	\$267.89
052923220123	3009 TROSETH RD	\$321.08	\$346.08
052923230028	2946 HIGHCREST RD	\$1,235.62	\$1,260.62
052923230037	2994 OLD HWY 8	\$498.91	\$523.91
052923230038	2986 OLD HWY 8	\$385.09	\$410.09
052923320001	3261 OLD HWY 8	\$138.13	\$163.13
052923320002	3253 OLD HWY 8	\$124.61	\$149.61
082923430044	2223 W CO RD B	\$250.39	\$275.39
082923430090	2202 MIDLAND VIEW COURT N	\$135.15	\$160.15
092923120040	2566 BEACON ST	\$179.51	\$204.51
092923320002	2401 PRIOR AVE N - NORWOOD INN	\$67,486.01	\$67,511.01
102923110012	1149 OAKCREST AVE	\$189.25	\$214.25
102923110019	2561 DUNLAP ST	\$185.60	\$210.60
102923110027	1106 OAKCREST AVE	\$185.52	\$210.52
102923120054	2566 HAMLINE AVE	\$154.80	\$179.80
102923120061	1294 OAKCREST AVE	\$154.80	\$179.80
102923130024	1312 WILLOW CR	\$183.97	\$208.97
102923130038	2400 HAMLINE AVE	\$180.71	\$205.71
102923140028	2473 LEXINGTON AVE	\$520.44	\$545.44
102923240094	1357 W CO RD B2	\$217.90	\$242.90
102923240100	1405 W CO RD B2	\$169.36	\$194.36
102923340017	1397 SANDHURST DR	\$250.85	\$275.85
102923420012	2323 DELLWOOD AVE	\$397.11	\$422.11
102923440030	1131 LAURIE RD	\$147.54	\$172.54
112923110103	659 OVERLOOK DR.	\$147.95	\$172.95
112923120025	750 CO RD C	\$282.69	\$307.69
112923120040	2545 FISK ST	\$188.65	\$213.65
112923130018	834 SEXTANT AVE	\$182.89	\$207.89
112923140011	715 SEXTANT AVE	\$156.01	\$181.01
112923140028	735 W CO RD B2	\$141.10	\$166.10
112923140044	2455 DALE ST	\$318.04	\$343.04
112923230008	1035 BROOKS AVE	\$169.11	\$194.11
112923230017	2444 LEXINGTON AVE	\$175.37	\$200.37
112923230028	2468 CHURCHILL ST	\$192.64	\$217.64
112923230046	1014 BROOKS AVE	\$162.32	\$187.32
112923230059	2442 AGLEN ST	\$239.41	\$264.41
112923230095	2416 OXFORD ST	\$228.45	\$253.45

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112923240010	949 BROOKS AVE	\$154.47	\$179.47
112923310014	901 GRANDVIEW AVE	\$167.00	\$192.00
112923310021	970 W CO RD B2	\$272.80	\$297.80
112923310031	2360 NANCY PL	\$135.64	\$160.64
112923320015	1086 W CO RD B2	\$242.19	\$267.19
112923320019	1079 GRANDVIEW AVE	\$161.06	\$186.06
112923320165	1088 LOVELL AVE	\$189.95	\$214.95
112923330050	2168 OXFORD ST	\$232.48	\$257.48
112923340007	936 HWY 36	\$175.72	\$200.72
112923340013	900 HWY 36	\$141.55	\$166.55
112923340080	2203 VICTORIA ST	\$260.80	\$285.80
112923420051	831 LOVELL AVE	\$192.76	\$217.76
112923420081	823 COPE AVE	\$163.48	\$188.48
112923430014	761 SHERREN ST	\$298.83	\$323.83
112923430044	772 SANDHURST DR W	\$264.75	\$289.75
112923430046	756 SANDHURST DR W	\$253.57	\$278.57
112923430052	835 W CO RD B	\$239.69	\$264.69
112923430057	795 W CO RD B	\$182.07	\$207.07
122923110019	167 WEWERS RD	\$287.51	\$312.51
122923110049	2610 WEWERS RD	\$257.03	\$282.03
122923120021	350 OAKCREST LN	\$212.97	\$237.97
122923130027	360 BROOKS AVE	\$167.91	\$192.91
122923130028	370 BROOKS AVE	\$169.36	\$194.36
122923130072	2450 VIRGINIA CR	\$205.55	\$230.55
122923140026	2483 WOODBRIDGE ST	\$228.33	\$253.33
122923140028	2477 WOODBRIDGE ST	\$271.04	\$296.04
122923140043	2471 MARION ST	\$143.74	\$168.74
122923240038	2417 WESTERN AVE	\$165.69	\$190.69
122923310048	405 MINNESOTA AVE	\$176.70	\$201.70
122923310086	500 W CO RD B2	\$151.95	\$176.95
122923340010	432 MINNESOTA AVE	\$151.74	\$176.74
122923340019	393 W CO RD B	\$230.24	\$255.24
122923340054	2170 COHANSEY BLVD	\$217.69	\$242.69
122923410004	179 GRANDVIEW AVE	\$50.93	\$75.93
122923410053	218 W CO RD B2	\$154.04	\$179.04
122923420009	328 W CO RD B2	\$149.07	\$174.07
122923420089	2334 WESTERN AVE	\$127.71	\$152.71
122923420091	2366 WESTERN AVE	\$149.60	\$174.60
122923430034	335 SANDHURST DR W	\$210.05	\$235.05
122923430053	265 W CO RD B	\$390.08	\$415.08
122923440009	226 MINNESOTA AVE	\$294.45	\$319.45
122923440015	2234 MARION ST	\$200.33	\$225.33
122923440022	255 CAPITOL VIEW CR	\$239.82	\$264.82
132923110004	170 W CO RD B	\$153.71	\$178.71
132923110062	2057 WOODBRIDGE ST	\$237.88	\$262.88
132923110081	2088 WILLIAM ST	\$138.25	\$163.25
132923110137	2143 ALBEMARLE CRT	\$50.07	\$75.07

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132923120016	311 BURKE AVE	\$293.50	\$318.50
132923120033	2084 GIESMANN ST	\$129.63	\$154.63
132923120084	320 W CO RD B	\$229.86	\$254.86
132923130016	269 MCCARRONS BLVD	\$168.54	\$193.54
132923130024	310 ELMER ST	\$150.50	\$175.50
132923140007	249 ELMER ST	\$209.39	\$234.39
132923210032	2084 IRENE ST	\$293.46	\$318.46
132923220004	2091 COHANSEY BLVD	\$268.49	\$293.49
132923230020	548 SHRYER AVE	\$202.81	\$227.81
132923230021	540 SHRYER AVE	\$279.05	\$304.05
132923230034	554 RYAN AVE	\$185.68	\$210.68
132923230058	577 ROSELAWN AVE	\$188.37	\$213.37
132923230073	602 MOUNDSVIEW AVE	\$151.37	\$176.37
132923240034	480 BAYVIEW DR	\$183.13	\$208.13
132923310049	1839 WESTERN AVE	\$324.34	\$349.34
132923310070	461 WOODRUFF AVE	\$138.19	\$163.19
132923310089	491 GLENWOOD AVE	\$233.21	\$258.21
132923310098	462 HILLTOP AVE	\$190.44	\$215.44
132923440003	192 MCCARRONS BLVD	\$240.90	\$265.90
132923440004	186 MCCARRONS BLVD	\$216.73	\$241.73
132923440013	1681 RICE ST	\$11,361.63	\$11,386.63
142923120004	780 W CO RD B	\$131.97	\$156.97
142923120016	2112 VICTORIA ST	\$188.68	\$213.68
142923120017	851 PARKER AVE	\$167.24	\$192.24
142923120031	2119 AVON ST	\$186.71	\$211.71
142923120051	798 PARKER AVE	\$178.46	\$203.46
142923210075	964 W CO RD B	\$316.04	\$341.04
142923210080	896 PARKER AVE	\$437.72	\$462.72
142923220065	2062 LEXINGTON AVE	\$309.49	\$334.49
142923220086	1008 PARKER AVE	\$301.39	\$326.39
142923230029	993 RYAN AVE	\$226.68	\$251.68
142923230051	1026 DRAPER AVE	\$203.72	\$228.72
142923230056	1941 CHATSWORTH ST	\$292.67	\$317.67
142923230066	1930 LEXINGTON AVE	\$336.53	\$361.53
142923310012	1817 VICTORIA ST	\$240.29	\$265.29
142923320008	1863 CHATSWORTH ST	\$190.78	\$215.78
142923320025	1870 AGLEN ST	\$239.87	\$264.87
142923320039	1853 AGLEN ST	\$187.93	\$212.93
142923320040	1845 AGLEN ST	\$176.06	\$201.06
142923320042	1829 AGLEN ST	\$155.63	\$180.63
142923320101	1045 RUGGLES ST	\$187.01	\$212.01
142923330048	1719 CHATSWORTH ST	\$250.92	\$275.92
142923330056	1765 CHATSWORTH ST	\$211.99	\$236.99
142923340017	1738 CHATSWORTH ST	\$207.42	\$232.42
142923440021	1789 ALAMEDA ST	\$208.05	\$233.05
142923440046	621 LARPENTEUR AVE	\$310.43	\$335.43
152923110053	1142 ELDRIDGE AVE	\$272.64	\$297.64

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152923110056	1120 ELDRIDGE AVE	\$191.82	\$216.82
152923110064	1121 SKILLMAN AVE	\$187.71	\$212.71
152923120001	2147 FERNWOOD AVE	\$280.38	\$305.38
152923120070	1285 SKILLMAN AVE	\$223.36	\$248.36
152923130007	1266 SKILLMAN AVE	\$165.46	\$190.46
152923130034	1306 SHRYER AVE	\$213.84	\$238.84
152923130049	1287 RYAN AVE	\$302.05	\$327.05
152923130068	1240 RYAN AVE	\$229.61	\$254.61
152923130099	1292 DRAPER AVE	\$223.93	\$248.93
152923130139	1236 DRAPER AVE	\$258.85	\$283.85
152923140003	1132 SKILLMAN AVE	\$162.27	\$187.27
152923140088	1959 LEXINGTON AVE	\$226.14	\$251.14
152923210030	1359 BURKE AVE	\$137.39	\$162.39
152923210065	1368 ELDRIDGE AVE	\$349.79	\$374.79
152923230028	1942 SNELLING AVE	\$257.20	\$282.20
152923230036	1969 ASBURY ST	\$221.47	\$246.47
152923230037	1970 ASBURY ST	\$235.64	\$260.64
152923230054	1950 ARONA ST	\$263.55	\$288.55
152923230060	1941 SIMPSON ST	\$177.96	\$202.96
152923240043	1446 SHRYER AVE	\$167.16	\$192.16
152923410005	1140 ROSELAWN AVE	\$149.60	\$174.60
152923410064	1116 SUMMER ST	\$220.03	\$245.03
152923410106	1194 RUGGLES ST	\$144.13	\$169.13
152923420049	1890 HAMLINE AVE	\$128.46	\$153.46
152923420052	1911 HURON AVE	\$215.98	\$240.98
152923420057	1890 HURON AVE	\$140.99	\$165.99
152923420125	1844 HAMLINE AVE	\$274.87	\$299.87
152923430023	1244 ROMA AVE	\$248.46	\$273.46
152923430027	1272 ROMA AVE	\$204.61	\$229.61
152923430032	1695 FERNWOOD AVE	\$169.46	\$194.46
152923440037	1791 DUNLAP ST	\$277.63	\$302.63
152923440044	1207 ROMA AVE	\$169.65	\$194.65
162923110059	1676 SKILLMAN AVE	\$185.47	\$210.47
162923110076	2090 SAMUEL ST. #9	\$192.24	\$217.24
162923120028	1796 ELDRIDGE AVE	\$261.32	\$286.32
162923130039	1988 WHEELER ST	\$189.92	\$214.92
162923130058	1742 RYAN AVE	\$396.23	\$421.23
162923140024	1602 RIDGEWOOD LN NO	\$184.47	\$209.47
162923140034	1710 RIDGEWOOD LN SO	\$466.09	\$491.09
162923140060	45 MID OAKS LN	\$157.37	\$182.37
162923240015	1895 SHRYER AVE	\$147.71	\$172.71
162923240062	1850 RYAN AVE	\$281.61	\$306.61
162923240090	1932 TATUM ST	\$162.98	\$187.98
172923140044	2145 DRAPER AVE	\$164.93	\$189.93
172923210008	2096 FAIRWAYS LN	\$461.01	\$486.01
172923240062	1938 LAKE ST	\$240.69	\$265.69

More than 90 days past due as of
June 30, 2023

Schedule A
Delinquent Accounts 3rd Quarter

City of Roseville, MN
8/15/2023

TOTAL TO BE CERTIFIED TO 2024 TAXES

\$146,970.57

\$153,895.57

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Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 21st day of August, 2023 at 6:00 p.m.

Member introduced the following resolution and moved its adoption:

**RESOLUTION DIRECTING THE COUNTY AUDITOR TO
LEVY UNPAID WATER, SEWER AND OTHER CITY CHARGES FOR PAYABLE 2010 or
BEYOND**

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, Minnesota, as follows:

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

WHEREUPON, said resolution was declared duly passed and adopted.

42 State of Minnesota)
43) SS
44 County of Ramsey)

45
46 I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey,
47 State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract
48 of minutes of a regular meeting of said City Council held on the 21st day of August, 2023 with the
49 original thereof on file in my office.

50
51 WITNESS MY HAND officially as such Manager this 21st day of August, 2023.

52
53
54

55 _____
56 Patrick Trudgeon
57 City Manager

58 Seal
59

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8/21/2023
Item No.: 10.f.

Department Approval



City Manager Approval



Item Description: Approve Agreement with Alerus for Flexible Benefit and COBRA administration

Background

The City of Roseville provides optional benefits such as Flexible Spending Accounts, Dependent Care Assistance and Limited Purpose FSAs (FSA/DCAP/LPFSA) to employees which are pre-tax accounts employees can contribute money to in order to pay for eligible expenses in accordance with IRS regulations. Since 2020, the city has used a third-party to administer these benefit programs due to the complexity and IRS regulations associated with them. Due to a variety of factors including billing mistakes, other errors and inaccuracies, as well as substandard customer service, staff is seeking to transition to a new administrator for these benefits in 2024.

Staff worked with the city's benefits broker, NFP, to issue a Request for Proposal (RFP) for administering these programs as well as the continuation of health coverage required under the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA). Two proposals were received. Staff reviewed proposals, conducted interviews and reference checks for both responders. Ultimately, staff selected Alerus as the preferred provider based on the ability to meet our specific criteria as outlined below.

Reporting ability - Alerus demonstrated advanced reporting capabilities, including automated scheduling of reports.

Dedicated Customer Service - Alerus offers dedicated representatives, specializing in FSA and COBRA, to provide tailored assistance.

EDI Feed compatibility - Alerus offers integration capabilities for Electronic Data Interchange (EDI) feeds, enabling efficient data exchange between the city and our providers.

Documentation - Alerus' emphasis on comprehensive documentation will enhance staff's ability to ensure a well-documented and accessible process

Customer Support - Alerus provides robust customer support through a user-friendly mobile app and online portal, facilitating seamless interactions for reimbursements, payments and inquiries.

Policy Objectives

The transition to a new external third-party administrator mitigates the risk of erroneous benefits implementation, streamlines processes for employees and reduces exposure to federal regulatory complexities.

Racial Equity Impact Summary

No racial equity assessment was conducted.

Budget Implications

The transition to Alerus aligns with the current budget. There are minimal one-time fees to set up EDI carrier file feeds; all other fees are in line with what the city currently pays for benefit administration of these programs. There are sufficient funds available to cover the one-time costs included in staff's

41 proposed 2024 budget.

42

43 **Staff Recommendations**

44 By motion, authorize the City Manager to sign the Master Service Agreement and Business Associate
45 Agreement.

46

47 **Requested Council Action**

48 Motion to authorize the City Manager to sign the Master Service Agreement and Business Associate
49 Agreement.

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51

Prepared by: Rebecca Olson, Assistant City Manager

Attachments: 1. Master Service Agreement

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ALERUS RETIREMENT AND BENEFITS MASTER ADMINISTRATIVE SERVICES AGREEMENT

THIS AGREEMENT, made on this 1st day, January 2024 by and between Alerus Retirement and Benefits Services, a division of Alerus Financial, N.A. ("ALERUS"), and City of Roseville ("Employer" and "Plan Administrator").

WHEREAS, Employer has established and maintains certain benefit plans described in the attached Addendum some or all of which must comply with the Internal Revenue Code of 1986 (the "Code"); and

WHEREAS, Employer and Plan Administrator desire that ALERUS furnish certain services described in this Master Administrative Services Agreement (the "Agreement") and Addenda in the operation and administration of the Plans;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, and within the Exhibits and Addenda, if any, attached hereto, Employer, Plan Administrator, and ALERUS hereby agree as follows:

I. DEFINITIONS

The following definitions shall apply to this Agreement and its Addenda, unless a term is defined differently in an Addendum:

- A. ALERUS**-means Alerus Retirement and Benefits Services, a division of Alerus Financial, N.A., an independent contractor designated to perform certain Administrative Services pursuant to this Agreement with respect to the Plans.
- B. Addenda or Addendum**-means the addenda or an addendum to this Agreement, as may be amended from time-to-time in accordance with Section VIII.A, entered into by Employer, Plan Administrator, and ALERUS related to the particular Administrative Services to be provided by ALERUS in addition to the Administrative Services required hereunder. This Agreement includes the following Addenda:
 - ☒ Cafeteria Plan Services Addendum
 - ☒ Continuation Coverage Services Addendum
 - ☐ Event-based Fee Schedule (See Exhibit A)
 - ☒ Per Eligible Fee Schedule (See Exhibit A)
 - ☐ HRA Services Addendum
 - ☐ Transportation Services Addendum
- C. Administrative Services**- means those services relating to the establishment, maintenance, and administration of the Plans to be performed by ALERUS as set forth in this Agreement and the Exhibits and Addenda hereto.
- D. Agent or Broker of Record or Consultant** -means an individual or organization having relevant insurance policy and coverage information regarding the Plan.
- E. Agreement**-means This Master Administrative Services Agreement and any Exhibits and Addenda attached hereto and any outside agreements specifically incorporated by reference.
- F. Code**-means The Internal Revenue Code of 1986 and regulations thereunder, as amended from time-to-time.
- G. COBRA**-means The Consolidated Omnibus Budget Reconciliation Act of 1985 (as it appears in the Code and ERISA) and regulations thereunder, as amended from time-to-time.
- H. Continuation Coverage**-means the continuation coverage required under COBRA and applicable State laws.
- I. Covered Individual**-means a person properly covered under the Plan to which ALERUS is providing services, including a Participant and the spouse and dependents of the Participant covered pursuant to the terms of the Plans.
- J. Effective Date**-means the date stated on page one (1) upon which the terms of this Agreement become effective.
- K. Employer**-means the entity described on page one (1) as the "Employer" and "Plan Administrator."
- L. ERISA**-means The Employee Retirement Income Security Act of 1974 and regulations thereunder, as amended from time-to-time. The Employer and the Plan(s) are:
 - ☐ Covered by ERISA
 - ☒ Exempt from ERISA: All references to ERISA in this Agreement are not applicable to the Employer or the Plan(s). Employer and Plan Administrator are responsible for the determination that the Plans are not subject to ERISA. ALERUS is entitled to rely on that determination when providing Administrative Services.
- M. Exhibit**-means the Exhibit attached to and incorporated into this Agreement as may be amended from time-to-time in accordance with Section VIII.A.

- N. **Fiduciary**-means Plan Administrator and any other person who satisfies the definition of “fiduciary” whether pursuant to ERISA or other applicable law. The definition does not include Alerus.
- O. **HIPAA**-means The Health Insurance Portability and Accountability Act of 1996 and regulations thereunder, as amended from time-to-time.
- P. **Participant**-means an eligible employee or former employee of Employer participating in the Plan to which ALERUS is providing services in accordance with the terms hereof and an employee or former employee of Employer participating in such Plan pursuant to Continuation Coverage. For billing purposes, a Participant includes an individual whose enrollment may have been terminated, but who may still apply for Plan reimbursements or otherwise have access to Participant account information via the Alerus web portal.
- Q. **Plan or Plans**-means the programs or arrangements of benefits established and maintained by Employer with respect to which ALERUS provides services under the Addenda to this Agreement.
- R. **Plan Administrator**-means Employer.
- S. **PPACA**-means The Patient Protection and Affordable Care Act, as amended.
- T. **Summary Plan Description ("SPD")**-means the written document intended to satisfy Section 104(b)(1) of ERISA.

II. PLAN ESTABLISHMENT AND MAINTENANCE

- A. **Generally.** Employer shall establish the Plans. Plan Administrator shall be responsible for the operation and administration of Plans. In accordance with this Agreement, ALERUS shall provide Administrative Services to Employer and Plan Administrator in connection with the establishment, operation, and administration of the Plans.
- B. **Plan Documentation.** Employer and Plan Administrator shall have ultimate responsibility for all aspects of the Plan documentation, including, but not limited to, written Plan documents, SPDs, and amendments thereto. Upon request, ALERUS may provide Employer and Plan Administrator with services related to the initial preparation, periodic revision, and printing of the Plan documentation. The fee for such services (if any) is identified in Exhibit A. Employer and Plan Administrator shall approve all such materials within thirty (30) days following delivery by ALERUS, unless such deadline is extended by mutual agreement of all parties. Employer's and Plan Administrator's failure to object within such time period (including any agreed upon extension period) shall constitute approval and ALERUS may rely on the accuracy of such materials in the course of providing Administrative Services hereunder. Unless Employer, Plan Administrator, and ALERUS mutually agree otherwise, Plan Administrator shall deliver to all Covered Individuals all appropriate and necessary documents and materials, including, but not limited to, the Plan documents, Plan amendments, SPDs, enrollment forms, application forms, and notices, as may be necessary for the operation of the Plans or to satisfy the requirements of State or Federal laws and regulations.
- C. **Plan Amendment and Termination.** The Plans may be amended or terminated in accordance with the Plan provisions. If Employer amends a Plan, Employer agrees to notify ALERUS: (i) before the later of the effective date of the amendment or the date of adoption of the amendment; or (ii) as soon as administratively feasible. ALERUS is responsible for providing services related to the amendment only upon its consent. Amended services shall be provided by ALERUS from the date of consent forward. Such consent shall not be unreasonably withheld, but may be conditioned upon Employer's agreement to pay increased administrative fees. The specifics of any increased administrative fees shall be reflected in an Agreement amendment described in Section VIII.A. Upon request of Employer, ALERUS may provide Employer with services related to preparation of Plan amendments and summaries of material modification. The fee for such services (if any) is identified in Exhibit A.

III. ALERUS RESPONSIBILITIES

- A. **Capacity of ALERUS.** In fulfilling its duties and obligations under this Agreement, ALERUS is the third party provider of administrative services to the Plans. ALERUS is not the “named fiduciary,” “plan sponsor,” or “plan administrator” (as such terms are defined under ERISA, other applicable law, or the Plans) of the Plans and does not assume any of the administrative duties or responsibilities commensurate with such designations. Employer shall not hold out ALERUS to third parties (including Covered Individuals) that ALERUS serves in any of the foregoing capacities. In addition, ALERUS shall not be required to participate in or act in a manner that aids or assists a breach of a Fiduciary's duty.
A third party bank (the “Issuing Bank”) may be used to establish a debit card arrangement for Plan participants to make claims. The Issuing Bank is responsible for monitoring suspected fraud or other unauthorized account use. Its terms and conditions together with applicable law govern the issuance of debit cards and dispute resolution. ALERUS is neither the Issuing Bank nor a party to the debit card arrangement.
- B. **Limited Responsibilities.** ALERUS agrees to provide only the Administrative Services specifically described in this Agreement. Any responsibility with respect to establishment, maintenance, and administration of any welfare benefit plan sponsored by Employer not specifically delegated to ALERUS herein shall remain the responsibility of Employer and/or Plan Administrator.

- C. Access to Programs.** ALERUS agrees to provide Employer access to ALERUS electronic program(s), if any, as described in this Agreement.
- D. Account Servicing and Employee Communication.** ALERUS shall provide account management services as described in the particular Addendum or Addenda. ALERUS shall provide general administrative services to assist Covered Individuals with general information about the Plans and answer routine questions from persons concerning coverage status, claims status, complaint administration, and other inquiries related to the Plans. ALERUS shall provide each Participant with appropriate forms and instructions related to ALERUS' services hereunder, including online reimbursement claim forms, applicable worksheets, and instructions for filing claims and accessing accounts electronically. ALERUS shall provide a toll-free number for ongoing employee education, questions, and/or administrative functions to be handled by a U.S. based, trained, and dedicated customer service staff member at 877.661.4727. ALERUS shall provide twenty-four (24) hour online access to certain employee account information.
- E. Employee Meetings.** Upon Employer request, ALERUS will conduct employee meetings with respect to the Administrative Services. ALERUS may charge Employer for employee meetings based upon factors such as the frequency, location, and method of delivery (web based or in-person). If a charge is applicable, ALERUS will describe the charge and obtain Employer's written approval prior to conducting the employee meeting.
- F. Assistance in Reporting and Notifications.** Except as provided otherwise in an Addendum, ALERUS is not responsible for: (i) determining what reporting and notification requirements apply to the Plan; (ii) preparing and filing any tax return, report, or other document required to be provided to any local, State, or Federal government or agency thereof with respect to the Plan (e.g., Form 5500, various reports required under PPACA, etc.); or (iii) preparing and distributing any notification required to be provided to any Participant under applicable law (e.g., Summary Annual Report, various notifications required by PPACA, etc.). Such responsibility for preparing, filing, and/or distributing all tax returns, reports, notifications, or other documents shall be that of Employer or Plan Administrator. Plan Administrator shall also be solely responsible for hiring and paying an accountant to provide the accountant's opinion required to be filed with the Form 5500 (if any). Upon Employer request, ALERUS shall make available to Employer and Plan Administrator information it possesses that may be needed for preparation of a tax return, report, or other document required by any local, State, or Federal government or agency thereof with respect to the plan.
- G. Assistance with Regulatory Proceedings.** With respect to an Addendum entered between the parties, ALERUS shall assist Employer and Plan Administrator in regulatory proceedings or investigations initiated by the IRS or U.S. Department of Labor with respect to the Plan. ALERUS may charge Employer for assistance based upon relevant factors and the scope of the investigation or upon any change in foregoing. If ALERUS determines that a charge is applicable, ALERUS will describe the charge and obtain Employer's written approval prior to providing assistance.
- H. Compliance with Applicable Law.** ALERUS shall comply with applicable Federal and State laws and regulations applicable to ALERUS' responsibilities under this Agreement.
- I. Additional Duties.** ALERUS shall perform all additional duties as required by and specified in the Addenda and/or Exhibits.
- J. No Legal or Accounting Services.** ALERUS does not provide legal or accounting services or advice. Employer and Plan Administrator agree that no opinion of any kind, expressed or implied, is rendered by ALERUS as to the legal sufficiency or tax qualification of the Plan or any Plan documentation. Employer and Plan Administrator shall be responsible for obtaining legal and accounting advice with respect to the Plan from their own legal or accounting counsel.
- K. Fidelity Bond.** ALERUS, is a national bank, with trust powers regulated by the Office of the Comptroller of the Currency. It is exempt from the fidelity bonding requirement under Labor Reg. Section 2580.412-27.
- L. Prior Administration.** If a Plan existed prior to the Effective Date, ALERUS shall have no responsibility to audit or review the prior administration for compliance with the Plan and applicable law. If, in the course of providing Administrative Services to the Plan, ALERUS discovers an error that occurred prior to the Effective Date, ALERUS will promptly notify Employer and Plan Administrator of such error. Employer and Plan Administrator shall be solely responsible for determining whether, and in what manner, such error shall be addressed. Upon request, ALERUS may assist Employer and Plan Administrator with correcting such error, provided that Employer and Plan Administrator agree to pay any additional fees charged by ALERUS pursuant to Section IV.E.6. Notwithstanding anything herein to the contrary, ALERUS shall have no liability for the failure to discover errors in administration of the Plan occurring prior to the Effective Date.

IV. DUTIES OF EMPLOYER AND PLAN ADMINISTRATOR

- A. Eligibility Determination and Information.** Unless specifically provided in an Addendum otherwise, Employer shall make determinations regarding an employee's eligibility to participate in the Plans (including the eligibility of any owners of Employer), provide eligible employees with necessary enrollment materials and information

regarding the Plans, enroll eligible employees into the Plans, and respond to all inquiries from employees regarding eligibility for, enrollment in, and terms and conditions of the Plans.

- B. FMLA Determinations.** Employer shall make determinations regarding FMLA including, but not limited to, whether FMLA and/or similar State laws apply. ALERUS shall not make determinations regarding FMLA, or comparable State laws, but upon request by Employer shall provide assistance in determining the application of FMLA as it relates to services provided under this Agreement. Furthermore, ALERUS shall be entitled to rely upon the information provided by Employer and is under no obligation to independently verify such information.
- C. Continuation Law Compliance.** Unless Employer, Plan Administrator, and ALERUS have entered a Continuation Coverage Services Addendum, Employer and Plan Administrator shall be solely responsible for compliance with the applicable provisions of COBRA and State continuation laws, including, but not limited to, providing: (i) Covered Individuals of a Plan with initial COBRA notices; and (ii) Qualified Beneficiaries with notices upon a qualifying event, notices of unavailability, termination notices, and other information concerning continuation coverage elections.
- D. Medical Support Orders.** Plan Administrator shall be responsible for all aspects of compliance with medical support orders including, if applicable, Section 609(a) of ERISA regarding Qualified Medical Child Support Orders ("QMCSO"). Plan Administrator shall establish procedures to administer and determine whether a medical child support order is valid. Plan Administrator shall provide notice to ALERUS of any Covered Individuals covered under the Plan by virtue of the order and of any Covered Individuals who cease to be covered under the Plan by virtue of the expiration of an order. ALERUS shall be entitled to rely upon the information provided by Plan Administrator pertaining to administration of a medical support order.
- E. Calculation and Payment of Administrative Services Fees.** In consideration of ALERUS' performance of the services described in this Agreement, Employer and/or Plan Administrator shall pay ALERUS the applicable administrative fees as described in Exhibit A.
 - 1. Minimum Fees.** The minimum monthly fee (if any) described in Exhibit A shall apply if the sum of all monthly administrative fees does not exceed such minimum fee.
 - 2. Fee Increases.** ALERUS agrees to perform the services outlined in this Agreement for the fees specified on Exhibit A. ALERUS may revise these fees by written notice to Employer sixty (60) days prior the effective date of the change. Employer may prevent the fee modification by: (i) written objection provided to ALERUS prior to the effective date of the change; and (ii) terminating this Agreement pursuant to Section VII.
 - 3. Compliance Testing Fees.** If Employer requests annual non-discrimination compliance testing, then ALERUS shall provide Employer with prior written notice of its then applicable compliance testing fees. These fees are a function of the tests selected, administrative overhead, and costs imposed by third party software vendors.
 - 4. Float Disclosure.** Department of Labor Field Assistance Bulletin 2002-3 requires service providers to disclose the existence of "float" and the circumstances under which it will be earned and retained. Generally, float is defined as earnings resulting from the control and application of short term cash. ALERUS, as a national bank, holds short term cash in a non-interest bearing depository account awaiting payment to third parties or in satisfaction of claims. Employer and Plan Administrator acknowledge that a depository account has value to a banking institution which may constitute float. This value is retained by ALERUS as additional compensation for its services.
 - 5. Good Faith Disclosure of Direct and Indirect Compensation Under ERISA 408(b)(2).** ERISA section 408(b)(2) requires brokers and consultants to disclose direct and indirect compensation expected to be received in connection with services that they provide to health and welfare plans. Department of Labor Field Assistance Bulletin 2021-03 broadly defines a broker and consultant. Alerus does not believe that we fall within the definition of a broker or consultant, but we are nevertheless making this good faith disclosure. Alerus receives direct compensation for administrative and ancillary services as disclosed in the Agreement and fee schedule in Exhibit A. In addition, Alerus receives indirect compensation consisting of a portion of interchange revenue. Interchange revenue is the amount paid by merchants for the acceptance of debit or credit card transactions (for example, the merchant may pay between 1 to 3 percent of a credit card charge amount). Interchange revenue is shared by parties including issuing banks, credit card companies and WEX Health, Inc. ("WEX"), a subcontractor of Alerus. Dependent upon the number of card users, WEX pays Alerus a percentage (between 0% and 28% as of April 2022) of WEX's portion of interchange revenue.
 - 6. Payment of Administrative Service Fees.** Unless specifically agreed to otherwise and reflected in Exhibit A, in consideration of ALERUS' performance of the services described in this Agreement, Employer shall pay ALERUS' administrative fees as described in Exhibit A. All such fees are due and payable immediately following receipt of invoice. Any failure to remit any such fees within thirty (30) days may, at ALERUS' option, result in the imposition of interest charges on the fees due and owing, calculated on a daily basis at a rate equal to 1% per month (12% per annum), or result in ALERUS' suspension of performance of its services under this Agreement until such time as such fees are paid, or ALERUS' termination of this Agreement. ALERUS reserves the right to request payment of fees in advance.

7. **Fees for Additional Services.** In the event services that are not part of the normal services contemplated by this Agreement are required (e.g., changes in applicable law requiring distribution of additional notices), ALERUS may charge an additional fee commensurate with the additional services provided. ALERUS will inform Employer of the amount of the additional fee in advance of conducting the additional administrative services. ALERUS also reserves the right to charge additional fees for repeating, or expanding the scope of, its services due to inaccurate, incomplete, or unusable data supplied by Employer.
8. **Charges by Third Parties.** Unless specifically provided in Exhibit A otherwise, Employer shall be responsible for any fees due and payable to service providers other than ALERUS.
9. **Invoice Preparation.** ALERUS will rely upon Employer's most current reported data to produce periodic invoices for charges outlined in Exhibit A. Employer remains responsible for excess charges incurred beyond the current billing cycle if it fails to provide ALERUS with updated data including head counts. ALERUS retains the right to audit Employer's employment records if it reasonably believes that underreporting has occurred.
- F. **Employee Meetings.** Employer shall establish meeting times conducive to the mutual scheduling needs of Employer, its employees, and representatives of ALERUS if ALERUS representatives are expected to attend or otherwise be available for such meetings. Employer shall arrange and provide appropriate and accessible meeting places for all group meetings. Employer shall encourage the participation of all Employer's employees to attend group meetings to include announcement/communication of meeting times and places in accordance with workforce needs.
- G. **HIPAA Portability and PPACA.** Employer or Plan Administrator are solely responsible for determining the applicability of and complying with the portability requirements of HIPAA and the group health plan requirements of PPACA.
- H. **HIPAA Privacy and Security.** Employer and Plan Administrator are responsible for complying with the requirements of HIPAA privacy and security applicable to the Plan (as a covered entity). ALERUS shall not provide services that relate to HIPAA privacy and security including, but not limited to, drafting, amending, or distributing the Plan's Notice of Privacy Practices and preparing the Plan's privacy and security policies and procedures.
- I. **Unclaimed Property/Escheat Laws.**
 1. If claims are paid from an Employer-owned bank account:
 - a. Employer shall be responsible for determining whether a State's unclaimed/abandoned property or escheat laws apply to the Plans and the benefit payments made by ALERUS thereunder.
 - b. To the extent such State laws are applicable to the Plans and/or to the benefit payments made by ALERUS thereunder, Employer and Plan Administrator shall be solely responsible for complying with such laws on behalf of themselves and the Plans, including making any required payments to and filing any required reports with the applicable state.
 - c. ALERUS shall provide periodic reports to Employer and Plan Administrator regarding unclaimed benefit payments under the Plans.
 2. If claims are paid from an ALERUS-owned bank account:
 - a. ALERUS shall be responsible for determining whether a State's unclaimed/abandoned property or escheat laws apply to the Plans and the benefit payments made by ALERUS thereunder.
 - b. To the extent such State laws are applicable to the Plans and/or to the benefit payments made by ALERUS thereunder, ALERUS shall be solely responsible for complying with such laws, including making any required payments to and filing any required reports with the applicable state.
 - c. ALERUS shall provide periodic reports to Employer and Plan Administrator regarding unclaimed benefit payments under the Plans.
- J. **Regulatory Compliance.** Employer and Plan Administrator shall be responsible for compliance with applicable laws and regulations pertaining to the Plans. Employer and Plan Administrator shall be responsible for any and all governmental or regulatory charges and taxes resulting from Employer's establishment and operation of the Plans. Employer and Plan Administrator shall be responsible for determining the tax consequences of a Covered Individual's participation in the Plans, if any, and for any tax withholding or reporting related to such participation (e.g., the tax consequences of the participation of individuals deemed to be self-employed under the Code). This provision does not relieve ALERUS from any statutory or agency requirements placed directly on it as a result of performing services under this Agreement.
- K. **Plan Design.** Employer possesses and exercises ultimate authority and responsibility for the design of the Plan. Employer acknowledges it may consult its legal and/or accounting advisors concerning the tax advantages and consequences of sponsoring the Plan and shall not rely on ALERUS for such guidance.
- L. **Plan Interpretation.** Plan Administrator possesses and exercises ultimate authority and responsibility for determining benefits under the Plan and making decisions regarding eligibility for participation, termination of participation, and payment of benefits. This authority and responsibility includes, but is not limited to, final review of claim denials.
- M. **Information.** Employer and Plan Administrator (including a designee) shall comply with all requests for information made by ALERUS reasonably necessary for ALERUS to fulfill its duties under this Agreement. ALERUS

has no responsibility to verify the accuracy or completeness of such information. Any documentation received by Employer or Plan Administrator (including a designee) that should have been provided to ALERUS shall be promptly forwarded to ALERUS.

- N. Legal Obligations.** Employer or Plan Administrator shall possess ultimate responsibility and authority for the operation of the Plans and for their compliance with all applicable laws and regulations pursuant to the provisions of the Plans.

V. RECORDS AND INFORMATION

- A. Maintenance and Access.** ALERUS and Plan Administrator shall maintain their respective records relating to the terms and operation of the Plans for at least the Plan year to which the records relate and for an eight (8) year period thereafter (the "Retention Period"), provided that ALERUS' obligation to maintain any records shall expire upon termination of the Agreement in accordance with Section V.E. Each party shall have access to the records relating to the Plans maintained by the other party during normal business hours and upon reasonable notice and request and subject to applicable laws and regulations. Plan Administrator may make a written request to ALERUS to inspect or obtain copies of any records in ALERUS possession during the Retention Period. All costs associated with such inspection and copying of records shall be paid by Plan Administrator. ALERUS may destroy the records with respect to which the applicable Retention Period has expired.
- B. Record Use.** ALERUS, Employer, and Plan Administrator agree that the medical records, names, addresses, telephone numbers, Social Security numbers, and other personal information relating to Covered Individuals, which ALERUS may obtain as a result of performing administrative services may be collected, maintained, and used by ALERUS and Plan Administrator as necessary to administer the Plans. ALERUS and Plan Administrator may use participant specific and individually identifiable information, as necessary to properly administer the Plans, to defend any claim related to the Plans or to the provision of services under this Agreement, or as otherwise may be permitted by State or Federal law. All parties agree that such information shall be considered confidential and protected as required under applicable law.
- C. Confidential Business Information.** Neither party shall use or disclose to any person, except its respective employees, independent contractors, and other representatives having a specific need to know in performance of their work or as required by law, the terms of this Agreement or any proprietary or confidential information of one party disclosed to the other under this Agreement. For purposes of this Agreement, proprietary or confidential information shall not include information, which is: (i) or becomes part of the public domain without violation of this Agreement; (ii) known by the receiving party prior to disclosure by the disclosing party; or (iii) rightfully received by the receiving party from a third party having the right to disclose such information.

ALERUS will from time-to-time use statistical information for reporting and industry study purposes. The parties agree this use of information will not violate the terms of this Agreement.

- D. Use of ALERUS' Confidential and Proprietary Information.** The parties agree that ALERUS' "service package" is proprietary, including, without limitation, the methodologies, procedures, and/or documentation involved in the optimization of employee benefit programs and in achieving of enhanced participation and results. Employer and Plan Administrator agree not to use this information other than for the specific purposes of carrying out the terms of this Agreement, and shall disclose it only to its officers, directors, employees, or contractors with a specific need to know. Employer acknowledges that ALERUS and its agents are the sole copyright owners of all administrative guides and forms and all other materials provided under the terms of this Agreement and that such materials are proprietary to ALERUS. ALERUS grants Employer a nonexclusive, nontransferable right to copy such materials provided such copies are needed for the sole purpose of collecting and reporting information regarding Participants or notifying Participants of information regarding the Plan(s). Other materials provided by ALERUS shall not be copied or reproduced by Employer without ALERUS' prior written consent.
- E. Transfer of Records.** When this Agreement ends, ALERUS will, upon request of Plan Administrator, transfer to Employer, Plan Administrator, and/or any successor administrator those records ALERUS determines are reasonably necessary to effectuate a smooth transition of administration of the Plans and any other records ALERUS possesses that relate to the Plans. ALERUS intends that this transfer of records will satisfy its obligation to maintain such records as described above. ALERUS shall provide Plan Administrator an opportunity to review the records and obtain copies of any such records in addition to the records ALERUS has identified as necessary for a smooth transition or otherwise transferred. The details of such transfer including, but not limited to, the means, method, and timing, shall be agreed to by the parties. All costs associated with such a record review and transfer shall be paid by Employer and/or Plan Administrator. If Plan Administrator does not make a written request for copies of records within sixty (60) days following the date on which this Agreement terminates, ALERUS may destroy the records.
- F. HIPAA Business Associate.** ALERUS acknowledges its role as a business associate of certain Plans for purposes of the privacy and security standards under HIPAA. Exhibit B is the business associate agreement of the parties.

VI. INDEMNIFICATION AND LIMITATION OF LIABILITY

- A. Claim Processing Errors.** ALERUS shall be liable for the recovery of claim processing errors arising from ALERUS' performance pursuant to the terms of this Agreement. ALERUS shall use diligent efforts toward the recovery of such losses. ALERUS' liability, if any, shall be limited to the amount in excess of the claim amount(s) payable under the terms of the Plan. Notwithstanding the preceding, however, ALERUS shall not be liable for any such error that is reasonable, made in good faith, and within acceptable industry standards.
- B. Claims and Coverage Decisions.** ALERUS may rely upon Plan Administrator's (or its employees and agents) written direction to ALERUS regarding a claim or coverage decision. Plan Administrator shall indemnify, hold harmless, and defend ALERUS from and against any and all liabilities, losses, damages, claims, lawsuits, causes of action, costs, and expenses (including reasonable attorney fees) ALERUS may incur because of such direction.
- C. No Guarantee of Benefits.** ALERUS does not assume any responsibility, risk, liability, or obligation for the Plan's design, purpose, the adequacy of funding thereof, or any act or omission or breach of duty by parties other than ALERUS. ALERUS is not and shall not be deemed a guarantor with respect to any benefits payable under the Plan.
- D. Indemnification.** ALERUS is not engaged in the practice of law. The resolution of any legal issues concerning the Plan is the responsibility of Plan Administrator and/or Employer and their legal counsel. Plan Administrator and Employer shall indemnify, hold harmless, and defend ALERUS and its directors, trustees, officers, employees, and agents from and against any and all liabilities, losses, or damages arising out of any claims, lawsuits, or causes of action, and any costs and expenses associated therewith (including any attorneys' fees ALERUS may incur or be asked to pay), which arise, directly or indirectly, from Plan Administrator's, Employer's (or any of their agents) act or omission regarding the Plan, Plan design, or applicable law (all of the foregoing a "Loss"). This indemnification obligation does not apply to a Loss caused by ALERUS material breach of this Agreement.
- E. Limitation of Liability.** ALERUS shall not be liable for processing that is delayed due to circumstances beyond its reasonable control, including, but not limited to, national, state, or city disaster, acts of God, severe weather, or any other circumstances that would affect ALERUS or its software or Internet systems.

IN NO EVENT WILL ALERUS (INCLUDING ITS OFFICERS, DIRECTORS, EMPLOYEES, AND AGENTS) BE LIABLE FOR ANY INCIDENTAL, INDIRECT, SPECIAL, PUNITIVE, CONSEQUENTIAL, OR SIMILAR DAMAGES OF ANY KIND, INCLUDING WITHOUT LIMITATION, LOSS OF PROFITS, LOSS OF BUSINESS, OR INTERRUPTIONS OF BUSINESS, WHETHER SUCH LIABILITIES ARE PREDICATED ON CONTRACT, STRICT LIABILITY, TORT, OR OTHER THEORY. ALERUS' TOTAL LIABILITY, IN THE AGGREGATE, SHALL BE LIMITED TO THE LESSER OF TEN THOUSAND DOLLARS (\$10,000) OR THE AGGREGATE FEES PAID BY EMPLOYER FOR THE TWENTY-FOUR (24) MONTHS IMMEDIATELY PRECEDING THE DATE ON WHICH THE LOSS AROSE.

- F. Reliance on Data and Direction.** Notwithstanding any provision of this Agreement to the contrary, ALERUS is not responsible or liable for any acts or omissions made pursuant to any direction, consent, or other request reasonably believed by ALERUS to be genuine and from an authorized representative of Employer and Plan Administrator. In matters related to insurance policies, rates, and coverages under the Plans, the Agent or Broker of Record or Consultant shall be deemed an authorized representative of Employer and Plan Administrator unless Employer and Plan Administrator specifically inform ALERUS otherwise in writing. ALERUS is not responsible or liable for acts or omissions made in reliance on erroneous data provided by Employer or Plan Administrator to the extent ALERUS' acts or omissions are attributable to the erroneous data, or for the failure of Employer or Plan Administrator to perform their obligations under this Agreement.

VII. TERM AND TERMINATION

- A. Term.** This Agreement is effective as of the Effective Date and shall continue unless terminated pursuant to this Section VII of the Agreement.
- B. Termination.** Either party may terminate this Agreement and its Addenda at any time upon ninety (90) days written notice of the intention to terminate given to the other party. A change in vendor is best performed as of the end of a calendar year. Employer acknowledges that an employer requested mid-calendar year termination may necessitate additional administrative fees for additional ALERUS services.
- C. Automatic Termination.** The Agreement and its Addenda shall automatically terminate upon:
 1. The material breach of the terms of this Agreement or an Addendum by any party, including failure to provide adequate funds to the Claims Account or to remit service fees due ALERUS, if such material breach is not corrected within ten (10) days of receipt of written notice specifying the nature of the breach to the satisfaction of the non-breaching party, provided that if the material breach relates only to an Addendum, at its election, the non-breaching party may choose to terminate only the Addendum that has been breached;
 2. The bankruptcy or insolvency of Employer, Plan Administrator, or ALERUS; or
 3. The enactment of any law, promulgation of any regulation, or action of any State or Federal agency or authority which makes or declares illegal the continuance of this Agreement or the performance of any of the services of ALERUS hereunder.

- D. Post-Termination Obligations.** Upon termination of this Agreement, ALERUS shall cease to act on behalf of Employer and Plan Administrator. Except as specifically provided in an Addendum otherwise, Employer and Plan Administrator shall be solely responsible for the administration of the Plans after the effective date of the termination of the Agreement. ALERUS reserves the right to notify Covered Individuals that ALERUS no longer acts on behalf of Employer and Plan Administrator following termination of the Agreement. Notwithstanding the foregoing, ALERUS may, as mutually agreed upon by Employer, Plan Administrator, and ALERUS, provide certain administrative services following the termination of this Agreement. Such services shall be provided pursuant to and solely in accordance with an Agreement amendment described in Section VIII.A.
- E. Survival.** Any provisions of this Agreement that by their terms impose obligations and responsibilities that extend beyond the term of this Agreement, including, but not limited to, Sections V, VI, and VII, shall survive termination of this Agreement.

VIII. MISCELLANEOUS

- A. Agreement Amendment.** This Agreement may be amended by ALERUS upon sixty (60) days prior written notice to Employer including an explanation of the amendment and the effective date of the change. Employer may prevent the contract modification by providing written objection to ALERUS prior to the effective date of the change and terminating this Agreement per Section VII.
- B. Authorized Parties.** Employer, Plan Administrator, Agent, Broker of Record, Consultant, and their respective representatives, including officers, directors, employees, or agents, (collectively referred to hereafter as an "Authorized Party") may provide ALERUS with written direction or submit information regarding administration of the Plan. ALERUS may take or omit certain actions upon the written direction or submitted information from an Authorized Party if ALERUS in good faith determines that the instruction or information submitted is consistent with the apparent authority of such person. ALERUS shall have no liability for any loss, claim, cost, or expense for any act or omission if such direction or information is reasonably believed to be genuine.
- C. Communications.** The parties agree that documents, notifications, and other communications required under this Agreement may be delivered electronically. As used in this Agreement, the terms "written" or "writing" include electronic transmissions including, but not limited to, email, fax transmission, and standard operating procedures as established by ALERUS for the transmission of electronic information (together "E-Communications"). Any E-Communication is adequate if it is transmitted to the email address or fax number provided by the party in the normal course of business for purposes of such notice or communication or if it follows protocols as established from time-to-time by ALERUS for electronic transmissions.
- D. Severability.** The provisions of this Agreement are severable. If any provision of this Agreement is held invalid by a court of law or other tribunal, the invalidity of any provision will not affect any other provision of this Agreement.
- E. No Waiver of Rights.** Nothing in this Agreement shall be deemed to limit or abrogate any right or remedy available under law. The failure of any party to insist upon the strict observation or performance of any provision of this Agreement or to exercise any right or remedy shall not impair or waive any such right or remedy.
- F. Non-Assumption of Liabilities.** Unless specifically provided in this Agreement, the parties do not assume the existing or future obligations, liabilities, or debts of the other party.
- G. Entire Agreement.** This Agreement shall supersede and replace any and all other agreements between the parties relating to the same subject matter. This Agreement contains the entire agreement and understanding of the parties relating to the subject matter hereof, except as otherwise provided in this Agreement.
- H. Authority.** This Agreement is the valid and binding obligation of Employer and Plan Administrator, enforceable in accordance with its terms. The execution and performance of this Agreement has been duly authorized by all necessary action of Employer's governing body. Employer and Plan Administrator have the full legal right, power, and authority to enter into and perform the Agreement. Each party represents that this Agreement has been executed by a duly authorized representative.
- I. Governing Law.** The Agreement shall be governed by and interpreted in accordance with applicable Federal law, including, but not limited to, ERISA. To the extent the Federal law does not govern, this Agreement shall be governed by the laws of the State of Minnesota.
- J. Dispute Resolution.** If the parties to this Agreement cannot reach a decision regarding any matter covered by this Agreement, they shall submit their dispute to arbitration with an arbitrator appointed by the American Arbitration Association (the "Association") in accordance with the rules of the Association then in effect. The arbitrator shall decide, resolve, and determine the matters as to which the parties have deadlocked, including, but not limited to, all collateral matters. The decision of such arbitrator on all matters submitted to him/her hereunder shall be conclusive, binding upon all interested parties, and specifically enforceable in any court of competent jurisdiction. The arbitrator shall conduct the arbitration proceedings in accordance with the rules of the Association, as then in effect, insofar as such rules do not conflict with this Agreement. Each party agrees that this alternative dispute resolution will only be conducted on an individual basis and not in a class, consolidated, or representative action.

- K. Remedies.** The parties hereby declare that they cannot measure in money the damages that will accrue to a party hereto because of the other party's failure to perform any obligations under this Agreement (other than the payment of money). Therefore, if any party hereto shall institute any action or proceeding (including one for injunctive relief) to enforce the provisions hereof, any party against whom such action or proceeding is pending hereby waives the claim that the moving party has an adequate remedy at law. The non-moving party shall not urge in any action or proceeding the claim or defense that such a remedy at law exists. The preceding provisions shall not limit or otherwise preclude any other remedy at law or in equity available to a non-defaulting party.
- L. Independent Contractors.** ALERUS shall be construed to be acting as an independent contractor and not as an employee of Employer or Plan Administrator. ALERUS, Employer, and Plan Administrator shall not have the power or authority to act for or on behalf of, or to bind the other party, except as set forth in this Agreement.
- M. Third Party Beneficiaries.** The obligations of each party to this Agreement shall inure solely to the benefit of the other. No person or entity is intended to be or shall be construed or deemed to be a third party beneficiary of this Agreement.
- N. Subcontractors.** ALERUS may hire subcontractors to perform any of the services required of it under this Agreement and to act as its designee for purposes of this Agreement.
- O. Successors and Assigns.** This Agreement shall be binding on any successors, assigns, and subcontractors of the parties authorized under this Agreement.
- P. Audit Rights.** The parties agree to cooperate in all reasonable audits. Audit fees shall be payable by the party initiating the audit. Audits shall be conducted using procedures mutually agreed upon by the parties. Results of the audit may be shared with the party being audited at the sole discretion of the party initiating the audit.
- Q. Counterparts/E-Signature.** This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument. This Agreement may be executed by a party by electronic transmission of the party's signature, and such electronic copy shall have the same force and effect as any originally signed document delivered in person.
- R. Construction.** The parties represent and warrant that the terms and conditions of this Agreement are the result of negotiations among them and that the construction of this Agreement shall not favor or hurt any party by reason of the extent to which any party or his legal counsel participated in the drafting of this Agreement.
- S. Force Majeure.** Neither party shall be liable for any delay or failure to perform its obligations under this Agreement arising out of a cause beyond its control or without its fault or negligence. Such causes may include, but are not limited to, fires, floods, and natural disasters.
- T. Customer Identification Program Notice.** In accordance with the USA PATRIOT Act several financial institutions will be following the customer identification requirements established as part of this regulation. Federal Law requires all financial institutions to obtain, verify, and record information that identifies each customer who opens an account. ALERUS required to provide Employer with the following notice:

Notice: When opening an account or adding an additional owner to an account, we require information that will positively identify you as an individual or business entity. We will ask for name, address, and other information that will provide proper identification. We appreciate your assistance and cooperation with safeguarding identification process as we proudly support all efforts to protect and maintain the security of our customers and our country.

IN WITNESS WHEREOF, the parties have executed this Agreement, including the Addendum selected in Section I.B, its related Schedules and the following Exhibits:

1. Exhibit A (Administrative Fees and Custom Information)
2. Exhibit B (Business Associate Agreement)

Employer and Plan Administrator

Dated: _____

By: _____

Name: Rebecca Olson

Title: Assistant City Manager

Alerus Financial, N.A.

Dated: August 10, 2023

By:  Matthew Poppe

Authorized Representative of Alerus Retirement and Benefits, a division of Alerus Financial, N.A.



EXHIBIT A

ADMINISTRATIVE FEES AND CUSTOM INFORMATION

☐ HEALTH REIMBURSEMENT ACCOUNT (HRA) FEES

Initial Implementation Fee:	N/A
Administration Fee:	N/A.
Annual Renewal Fee:	\$5 per participant - \$100 minimum, \$500 maximum. If any changes to HRA plan design.
Annual Enrollment Paper Material Fee:	\$5 per employee enrollment packet. Minimum order of 25.
Annual Enrollment Late Fee:	Enrollments received 1 week past deadline - \$50. Enrollments received 2 weeks past deadline - \$100. Enrollments received 3 weeks past deadline - \$150. Enrollments received 4 weeks past deadline - \$250.
Mid-year HRA Plan Changes:	\$500 per incident. Will be applied for changes needed other than an increase in the HRA benefit.
Active Employer No Plan Enrollees:	\$100 per year.
Claims Exchange File Fees:	\$1,000 per carrier file feed setup fee and \$250 per month administrative fee for weekly file feeds. Not eligible for debit cards plans.
Employer ACH Reprocessing:	\$10 per ACH.

☒ FLEXIBLE SPENDING ACCOUNT (FSA) FEES

Initial Implementation Fee:	N/A
Administration Fee:	\$3.85 per participant per month - \$50 minimum monthly fee.
Annual Renewal Fee:	\$5 per participant - \$100 minimum, \$500 maximum.
Annual Enrollment Paper Material Fee:	\$5 per employee enrollment packet. Minimum order of 25.
Annual Enrollment Late Fee:	Enrollments received 1 week past deadline - \$50. Enrollments received 2 weeks past deadline - \$100. Enrollments received 3 weeks past deadline - \$150. Enrollments received 4 weeks past deadline - \$250.
Active Employer No Plan Enrollees:	\$100 per year.
Insurance Carrier File Feeds:	\$250 onetime standard file format setup fee. Only applicable if offering debit card. Custom file formats subject to additional fees. (250 participant minimum)
Employer ACH Reprocessing:	\$10 per ACH.

☐ PARKING/TRANSIT (P/T) ACCOUNT FEES

Initial Implementation Fee:	N/A Initial Implementation Fee is waived if offering a Flex Spending Account.
Administration Fee:	N/A.
Annual Renewal Fee:	\$5 per participant - \$100 minimum, \$500 maximum.
Annual Enrollment Paper Material Fee:	\$5 per employee enrollment packet. Minimum order of 25.
Annual Enrollment Late Fee:	Enrollments received 1 week past deadline - \$50. Enrollments received 2 weeks past deadline - \$100. Enrollments received 3 weeks past deadline - \$150. Enrollments received 4 weeks past deadline - \$250.
Active Employer No Plan Enrollees:	\$100 per year.
Employer ACH Reprocessing:	\$10 per ACH.

DEBIT CARD FEES (IF APPLICABLE)

Per Participant:	Included in fees listed above.
Additional Replacement, Lost/Stolen Cards:	\$5 per card. Electronically debited from Participant's Plan Account.

OPTIONAL FSA/HRA/P-T SERVICES FEES

Preparation of Plan Document:	\$350 for new or restated Flex or \$450 for HRA plan documents. Fee subject to change if special plan document language is required.
Plan Amendment:	\$90 for future amendments, including regulatory amendments.
HRA SBC Document:	First year included otherwise \$50 per SBC.
HSA vs. Health FSA Audit:	\$100 per audit.
Nondiscrimination Testing:	

Note, the fees described in items 1 and 2 below are subject to change upon notice by ALERUS.

- 1. Standard Compliance Testing Package:** ALERUS will perform compliance testing mid-year "pro-forma" test plus following close of plan year if testing is requested by Employer.

FSA/HSA Plan Package:	\$500 + \$0.25/employee.
FSA/HSA and HRA Plan Package:	\$600 + \$0.40/employee.
HRA Plan Package:	\$250 + \$0.25/employee.

- 2. Additional Compliance Testing:** If requested by Employer, ALERUS will perform compliance testing in addition to the Standard Compliance Testing Package.

FSA/HSA Plan Package Retest:	\$300.
FSA/HSA and HRA Plan Package Retest:	\$400.
HRA Plan Package Retest:	\$200.

- 3. Data Submission Deadlines:** Employer's timely submission of data is important for the orderly review and completion of compliance testing. ALERUS will provide Employer with reasonable advance notice of deadlines for the submission of data. Data received after the stated deadline for initial or follow-up testing is subject to an additional \$250 service fee.
- 4. December Compliance Testing Requests:** The month of December is exceptionally busy for third party administrators. ALERUS asks that Employers request compliance testing (whether initial, follow-up, or retesting) prior to December 1. ALERUS will make a best effort to complete compliance testing requests made on or after December 1, but will charge Employer an additional \$500 fee.

☒ **COBRA/CONTINUATION FEES**☐ **Event-based Fee Schedule**

Minimum Monthly Fee:	\$40 per month.
Basic Setup:	\$300, waived with two-year Agreement.
Renewal Fee:	
Less than 6 Medical Plans	No Renewal Fee
6 or more Medical Plans	\$125
Takeover Fee:	\$5 per continuation participant-COBRA/Direct Bill/Retiree.
Qualifying Event Notification:	\$12 per notification.
Qualifying Event Ongoing Administration*:	\$6 per continuant.
Direct Bill/Retiree Continuation:	\$6 per direct bill/retiree continuant per month.

OPTIONAL COBRA CONTINUATION EVENT-BASED SERVICE FEES

Initial Notice:	\$3 per notification.
Notice of Unavailability:	\$2 per notification.
Open Enrollment Packets:	\$3 per Qualified Beneficiary or Continuation Participant.

*In addition to the stated fee, Continuation Participants pay an administrative fee of 2% of the insurance premium that ALERUS retains as third party administrator. If Employer subsidizes the COBRA premiums, ALERUS may deduct the 2% fee from Employer subsidy or add it to Employer's monthly invoice. **If State law prohibits the fee or if Employer directs ALERUS not to charge the Continuation Participant, then the Qualifying Event Ongoing Administration fee is \$15 per Continuation Participant per month.**

☒ **Per Eligible Fee Schedule**

Minimum Monthly Fee:	\$40 per month.
Basic Setup:	\$300, waived with two-year agreement.
Monthly Per Eligible Employee**:	.45 per eligible employee.
Monthly Per Direct Bill/Retiree Continuation:	\$6 per direct bill/retiree continuant per month.
Renewal Fee:	
Less than 6 Medical Plans	No Renewal Fee
6 -12 Medical Plans	\$125
13 or more Medical Plans	\$250
Takeover Fee:	\$5 per continuation participant-COBRA/Direct Bill/Retiree.
Qualifying Event Notification:	Included in Per Eligible pricing.
Qualifying Event Ongoing Administration***	Included in Per Eligible pricing.

OPTIONAL COBRA CONTINUATION PER ELIGIBLE SERVICE FEES

Initial Notice:	Included in Per Eligible pricing.
Notice of Unavailability:	\$2 per notification.
Open Enrollment Packets:	\$3 per Qualified Beneficiary or Continuation Participant.

** Per Eligible Employee monthly head count includes employees who are eligible to enroll in Employer plan (whether or not they elect coverage) and those who are Covered Individuals.

***Continuation Participants pay an administrative fee of 2% of the insurance premium that ALERUS retains as third party administrator. If Employer subsidizes the COBRA premiums, ALERUS may deduct the 2% fee from Employer subsidy or add it to Employer's monthly invoice.

ALERUS will rely upon Employer's most current reported data to produce periodic invoices for charges outlined in Exhibit A. Employer remains responsible for excess charges incurred beyond the current billing cycle if it fails to provide ALERUS with updated data including head counts. ALERUS retains the right to audit Employer's employment records if it reasonably believes that underreporting has occurred.



EXHIBIT B

BUSINESS ASSOCIATE AGREEMENT

Reflecting HITECH under ARRA

This Business Associate Agreement (“Agreement”) is incorporated by reference in the Master Administrative Services Agreement (the “Master Agreement”) and is entered into by and between Employer/Plan Administrator on behalf of the Plan (“Covered Entity”) and Alerus Retirement and Benefits Services, a division of Alerus Financial, N.A. (“ALERUS” and “Business Associate”). It is effective as of the Effective Date of the Master Agreement.

I. PURPOSE

- A. Business Associate is contractually obligated to provide certain services related to one or more “covered entities” as that term is defined and regulated under HIPAA. The parties to this Agreement acknowledge that: (i) Business Associate is a “business associate” as that term is defined and regulated under the Health Insurance Portability and Accountability Act of 1996, as amended (“HIPAA”); and (ii) Business Associate provides services to one of more “covered entities” as that term is defined and regulated under HIPAA.
- B. This Agreement is intended to constitute a “business associate” agreement between the Plan, as a Covered Entity, and the Business Associate, as required under the privacy and security provisions of HIPAA, as amended. Portions of HIPAA apply directly to Business Associate as provided in the Health Information Technology for Economic and Clinical Health Act (“HITECH”), part of the American Recovery and Reinvestment Act of 2009 (“ARRA”). Business Associate’s obligations under this Agreement may be the same as, or in some cases in addition to, Business Associate’s own obligations under HIPAA as provided in HITECH.

II. SPECIAL DEFINITIONS

The following definitions are used by this Agreement:

- A. **Agreement** –means this Business Associate Agreement, which is an agreement required under 45 C.F.R. Section 164.314(a)(2) between a Business Associate and a Covered Entity.
- B. **ARRA**–means the American Recovery and Reinvestment Act of 2009.
- C. **Breach**–means the unauthorized acquisition, access, use, or disclosure of Protected Health Information regarding a Covered Individual in a manner not permitted by HIPAA that compromises the security or privacy of the Protected Health Information. An acquisition, access, use, or disclosure of Protected Health Information in a manner not permitted by HIPAA is presumed to be a Breach unless the Covered Entity or Business Associate, as applicable, demonstrates that there is a low probability that the Protected Health Information has been compromised based on a risk assessment of at least the following factors:
 - 1. The nature and extent of the Protected Health Information involved, including the types of identifiers and the likelihood of re-identification;
 - 2. The unauthorized person who used the Protected Health Information or to whom the disclosure was made;
 - 3. Whether the Protected Health Information was actually acquired or viewed; and
 - 4. The extent to which the risk to the Protected Health Information has been mitigated.

Notwithstanding the foregoing, a Breach does not include: (i) any unintentional acquisition, access, or use of Protected Health Information by an employee or individual acting under the authority of Covered Entity or Business Associate and in the scope of the employment or relationship between the employee or individual and Covered Entity or Business Associate, provided such information is not further acquired, accessed, used, or disclosed by any person without authorization; (ii) any inadvertent disclosure by an individual who is authorized to access Protected Health Information at Covered Entity’s or Business Associate’s facility to another similarly situated individual at the same facility, provided such information is not further acquired, accessed, used, or disclosed by any person without authorization; and (iii) a disclosure of Protected Health Information in a situation in which Business Associate has a good faith belief that the person(s) to which the unauthorized disclosure was made would not reasonably have been able to retain such information.

- D. **Business Associate**–means ALERUS, a person described in 45 C.F.R. Section 160.103 who performs certain functions on behalf of a Covered Entity.
- E. **Covered Electronic Transactions** –means shall have the meaning given to the term “transaction” in 45 C.F.R. Section 160.103.

- F. Covered Entity**-means the Plan, an entity described in 45 C.F.R. Section 160.103.
- G. Covered Individual**.-means a person who is eligible for payment of certain services or supplies rendered or sold to the person or the person's eligible dependents under the terms, conditions, limitations, and exclusions of the Plan.
- H. Data Aggregation**-means with respect to Protected Health Information created or received by Business Associate in its capacity as a business associate (as that term is defined in 45 C.F.R. Section 160.103) of the Plan, the combining of such Protected Health Information by Business Associate with the Protected Health Information received by Business Associate in its capacity as a business associate of another covered entity (as those terms are defined in 45 C.F.R. Section 160.103), to permit data analyses that relate to the health care operations of the respective covered entities.
- I. Designated Record Set**-means a group of records maintained by or for Covered Entity that is: (i) the medical records and billing records about Individuals maintained by or for a covered health care provider; (ii) the enrollment, payment, claims adjudication, and case or medical management record systems maintained by or for Covered Entity; or (iii) used, in whole or in part, by or for Covered Entity to make decisions about Individuals. As used herein, the term "Record" means any item, collection, or grouping of information that includes Protected Health Information and is maintained, collected, used or disseminated by or for Covered Entity.
- J. Effective Date**-means the date stated on page one (1) of the Master Administrative Services Agreement, unless specifically noted otherwise herein.
- K. Electronic Health Record**-means an electronic record of health-related information regarding an Individual that is created, gathered, managed, and consulted by authorized health care clinicians and their staff.
- L. Electronic Protected Health Information**.-means shall have the same meaning as the term "electronic protected health information" in 45 C.F.R. 160.103, limited to the information created, received, maintained, or transmitted by Business Associate from or on behalf of Covered Entity.
- M. HITECH**-means Health Information Technology for Economic and Clinical Health Act.
- N. HHS**-means The United States Department of Health and Human Services.
- O. Including**-means "Including but not limited to."
- P. Individual**-means shall have the same meaning as the term "individual" in 45 C.F.R. Section 160.103 and shall include a person who qualifies as a personal representative in accordance with 45 C.F.R. Section 164.502(g).
- Q. Limited Data Set**-means shall have the same meaning as the term "limited data set" in 45 C.F.R. Section 164.514(e)(2).
- R. Plan**-means The "health FSA" (as that term is defined in the Cafeteria Plan Services Addendum to the Master Agreement) or the organized health care arrangement (as that term is defined in 45 C.F.R. Section 160.103) of which the "health FSA" is a part.
- S. Privacy Rule**-means The Standards and Privacy of Individually Identifiable Health Information at 45 C.F.R. Part 160 and Part 164, subparts A and E, and the privacy provisions of HIPAA, as amended.
- T. Protected Health Information**-means shall have the same meaning as the term "protected health information" in 45 C.F.R. 160.103, limited to the information created, received, maintained, or transmitted by Business Associate from or on behalf of Covered Entity. Protected Health Information specifically includes Electronic Protected Health Information.
- U. Provider**-means a hospital or professional practitioner duly certified or licensed to provide health care services to Covered Individuals.
- V. Required By Law**-means shall have the same meaning as the term "required by law" in 45 C.F.R. Section 164.103.
- W. Secretary**-means The Secretary of the Department of Health and Human Services or his/her designee.
- X. Security Incident**-means shall have the same meaning as the term "security incident" in 45 C.F.R. Section 164.304, unless defined differently in Covered Entity's policies and procedures for compliance with the Security Rule, which shall be provided to the Business Associate.
- Y. Security Rule**-means The Security Standards and Implementation Specifications at 45 C.F.R. Part 160 and Part 164, subpart C, and the security provisions of HIPAA, as amended.
- Z. Standards for Electronic Transactions Rule**-means the final regulations issued by HHS concerning standard transactions and code sets under the Administrative Simplification provisions of HIPAA, 45 C.F.R. Part 160 and Part 162.
- AA. Subcontractor**.-means a person or entity described in 45 C.F.R. Section 160.103 that creates, receives, maintains, or transmits Protected Health Information on behalf of the Covered Entity.
- BB. Unsecured Protected Health Information**- means Protected Health Information that has not been rendered unusable, unreadable, or indecipherable to unauthorized individuals through the use of a technology or methodology specified by the Secretary. As of August 24, 2009, the Secretary has specified the following technologies and methodologies that will render Protected Health Information unusable, unreadable, and indecipherable (i.e., secured Protected Health Information): (i) encryption as described in the Secretary's guidance and determined by the National Institute of Standard and Technology to meet the standards described in such guidance; or (ii) destruction, in accordance with the procedures identified in the Secretary's guidance, of

the media on which the Protected Health Information was stored or recorded.

III. PRIVACY PROVISIONS

- A. Introduction.** Business Associate, on behalf of Covered Entity, performs or assists in the performance of functions and activities that may involve the use, disclosure, receipt, and/or creation of Protected Health Information. The “business associate” provisions of the Privacy Rule govern the terms and conditions under which the Business Associate may use or disclose Protected Health Information. In general, Business Associate agrees and intends to act such that: (i) Covered Entity can fulfill its responsibilities under HIPAA; and (ii) Business Associate can fulfill its contractual obligations under this Agreement. In addition, Business Associate specifically acknowledges its direct liability for the failure to comply with certain portions of the Privacy Rule as provided under HITECH and the regulations issued thereunder.
- B. Permitted Uses and Disclosures by Business Associate.**
1. Except as otherwise limited in this Agreement, Business Associate may use or disclose Protected Health Information: (i) to perform functions, activities, or services for, or on behalf of, Covered Entity pursuant to any services agreement with the Business Associate; (ii) as permitted or required by this Agreement; and (iii) as Required by Law. Business Associate may disclose Protected Health Information to other business associates of Covered Entity, or to business associates of another covered entity that is part of an organized health care arrangement that includes Covered Entity, to the fullest extent allowed under applicable law.
 2. Except as otherwise limited in this Agreement, Business Associate may use Protected Health Information for the proper management and administration of its business or to carry out its legal responsibilities.
 3. Except as otherwise limited in this Agreement, Business Associate may disclose Protected Health Information for the proper management and administration of its business, if:
 - a. The disclosures are Required by Law; or
 - b. Business Associate obtains reasonable assurances from the person to whom the information is disclosed that the information will be held confidentially and will be used or further disclosed only as Required by Law or for the purpose for which it was disclosed to such person, and the person will notify the Business Associate of any instances of which the person is aware in which the confidentiality of the information has been breached.
 4. Except as otherwise limited in this Agreement, Business Associate may use Protected Health Information to provide Data Aggregation services to Covered Entity as permitted by 45 C.F.R. Section 164.504(e)(2)(i)(B).
 5. Except as otherwise limited in this Agreement, Business Associate may use Protected Health Information to report violations of law to appropriate Federal and State authorities, consistent with 45 C.F.R. Section 164.502(j)(1).
 6. Business Associate will limit the use, disclosure, or request of Protected Health Information, to the extent practicable: (i) to the Limited Data Set; or (ii) if needed by Business Associate, to the minimum necessary (as determined by Business Associate) to accomplish the intended purpose of such use, disclosure, or request, except to the extent a broader use, disclosure, or request of Protected Health Information is allowed by the Privacy Rule. Business Associate’s ability to satisfy the requirement of this Section III.B.6 by use of the Limited Data Set shall be available until the effective date of subsequent guidance issued by the Secretary regarding what constitutes “minimum necessary,” at which time Business Associate will take reasonable efforts to limit the use, disclosure, or request of Protected Health Information to the minimum necessary (as defined by such Secretary’s guidance) to accomplish the intended purpose of such use, disclosure, or request, except to the extent a broader use, disclosure, or request of Protected Health Information is allowed by the Privacy Rule.
 7. Except as otherwise authorized by the Privacy Rule, Business Associate shall not directly or indirectly receive remuneration (whether financial or nonfinancial) in exchange for any Protected Health Information of a Covered Individual unless Covered Entity has received a valid authorization from the Covered Individual that includes a specification of whether the Protected Health Information can be further exchanged for remuneration by the entity receiving Protected Health Information of that Covered Individual. This Section III.B.7 shall apply to exchanges of Protected Health Information occurring on or after the compliance date applicable under the final regulations issued under HITECH that address this restriction.
 8. Except as otherwise allowed by the Privacy Rule, Business Associate may not use or disclose Protected Health Information regarding a Covered Individual with respect to a communication about a product or service that encourages recipients of the communication to purchase or use the product or service unless Covered Entity receives no direct or indirect payment in exchange for making such communication and the communication is made to the Covered Individual: (i) to describe a health-related product or service (or payment for such product or service) that is provided by, or included in, the Plan, including communications about the entities participating in a health care provider network or health plan network, replacement of, or enhancements to, the Plan, and health-related products or services available only to Covered Individuals that add value to, but are not part of, the Plan; (ii) for treatment of the Covered Individual; or (iii) for case management or care

coordination for the Covered Individual, or to direct or recommend alternative treatments, therapies, health care providers, or settings of care to the Covered Individual.

Notwithstanding the foregoing, Business Associate may use or disclose Protected Health Information regarding a Covered Individual with respect to a communication about a product or service that encourages recipients of the communication to purchase or use the product or service if the communication relates to a prescription drug that is currently being prescribed for a Covered Individual and any financial remuneration received by Covered Entity in exchange for making the communication is reasonably related to Covered Entity's cost of making the communication. This Section III.B.8 shall apply to disclosures of Protected Health Information occurring on or after the compliance date applicable under the final regulations issued under HITECH that address this restriction.

- C. Limitations on Business Associate's Uses and Disclosures.** With respect to Protected Health Information that Business Associate creates, receives, maintains, or transmits on behalf of Covered Entity, Business Associate will not use or further disclose the Protected Health Information other than as permitted or required by this Agreement (including any restrictions described in Section III.E.4) or as Required by Law.
- D. Additional Obligations of Business Associate.** Except as otherwise specified in this Agreement, the provisions of this Section III.D apply only to Protected Health Information that Business Associate creates, receives, maintains, or transmits on behalf of Covered Entity.
 - 1. Safeguards.** Business Associate will use appropriate safeguards to prevent the improper use of, disclosure of, and tampering with Protected Health Information and to reasonably and appropriately protect the confidentiality, integrity, and availability of the Protected Health Information.
 - 2. Reporting and Mitigation.** Business Associate will report to Covered Entity, without unreasonable delay, any acquisition, access, use, or disclosure of Protected Health Information of which Business Associate becomes aware, or that is reported to Business Associate by an agent or Subcontractor, that is in violation of this Agreement. Business Associate agrees to promptly mitigate, to the extent practicable, any harmful effect that is known to Business Associate of an acquisition, access, use, or disclosure in violation of this Agreement. This obligation includes, but is not limited to, any acquisition, access, use, or disclosure of Unsecured Protected Health Information that may constitute a Breach. The determination of whether a Breach has occurred, and of the resultant action, shall be the responsibility of Covered Entity.
 - 3. Agents and Subcontractors.** Business Associate will enter into a written contract with any agent or Subcontractor who creates, receives, maintains, or transmits Protected Health Information on behalf of Business Associate that requires such agent or Subcontractor to comply with the same restrictions and conditions that apply by and through this Agreement to Business Associate with respect to such information.
 - 4. Access to Protected Health Information.** Within fifteen (15) days of a request by Covered Entity for access to Protected Health Information about a Covered Individual, Business Associate shall make available to Covered Entity or, as directed by Covered Entity, a Covered Individual such Protected Health Information contained in a Designated Record Set. If the Protected Health Information requested by Covered Entity is maintained in a Designated Record Set electronically, Business Associate shall make available, within the time period specified above, a copy of such information in the electronic form and format specified by Covered Entity, provided such information is readily producible in such form and format. If the information is not readily producible in such form and format, Business Associate shall make the information available in a readable electronic form and format as agreed to by the parties. In the event any Covered Individual requests access to Protected Health Information directly from Business Associate, Business Associate shall within five (5) days forward such request to Covered Entity. Notwithstanding anything herein to the contrary, Covered Entity shall be ultimately responsible for providing access to the requested Protected Health Information or making the determination to deny access to requested Protected Health Information.
 - 5. Amendment of Protected Health Information.** Within fifteen (15) days of receipt of a request from Covered Entity or a Covered Individual for the amendment of Protected Health Information or a record regarding a Covered Individual contained in a Designated Record Set, Business Associate shall: (i) provide such information to Covered Entity for amendment; and (ii) incorporate any such amendments in the Protected Health Information as required by 45 C.F.R. Section 164.526. It shall be Covered Entity's responsibility to promptly notify Business Associate of the request for an amendment. Notwithstanding anything herein to the contrary, Covered Entity shall be ultimately responsible for determining whether the requested amendment shall be made and, if the request is denied, in whole or in part, complying with 45 C.F.R. Section 164.526.
 - 6. Disclosure Accounting.** Business Associate agrees to track such disclosures of Protected Health Information and information related to such disclosures as is necessary to enable Covered Entity to respond to a request by a Covered Individual for an accounting of disclosures of Protected Health Information in accordance with 45 C.F.R. Section 164.528.

Within fifteen (15) days of receipt of notice from Covered Entity that it has received a request for an accounting of disclosures of Protected Health Information regarding a Covered Individual, Business Associate shall make available to Covered Entity such information as is in Business Associate's possession and is required for Covered Entity to make the accounting required by 45 C.F.R. Section 164.528.

At a minimum, Business Associate shall provide Covered Entity with the following information: (i) the date of the disclosure; (ii) the name of the entity or person who received the Protected Health Information and, if known, the address of such entity or person; (iii) a brief description of the Protected Health Information disclosed; and (iv) a brief statement of the purpose of such disclosure which includes an explanation of the basis for such disclosure. Business Associate hereby agrees to implement an appropriate recordkeeping process to enable it to comply with the requirements of this Section and applicable law. It shall be Covered Entity's responsibility to promptly notify Business Associate of the request for an accounting, and to prepare and deliver any such accounting requested. In addition to the foregoing, Business Associate shall track other disclosures and/or make available to Covered Entity such information as is necessary for Covered Entity to comply with any additional accounting requirements. Notwithstanding anything herein to the contrary, Covered Entity shall be ultimately responsible for providing the disclosure accounting to the Covered Individual.

7. **Access to Business Associate's Internal Records.** Business Associate shall make its internal practices, books, and records relating to the use and disclosure of Protected Health Information received from, or created or received by Business Associate on behalf of, Covered Entity available to Covered Entity or the Secretary, for the purposes of the Secretary's determining compliance with HIPAA for Covered Entity and/or Business Associate.
8. **Electronic Transactions.** In the event the Business Associate transmits or receives any Covered Electronic Transaction on behalf of Covered Entity, it shall comply with all applicable provisions of the Standards for Electronic Transactions Rule to the extent Required by Law, and shall ensure that any agents and Subcontractors that assist Business Associate in conducting Covered Electronic Transactions on behalf of Covered Entity agree in writing to comply with the Standards for Electronic Transactions Rule to the extent Required by Law.

E. Obligations and Rights of Covered Entity.

1. **Notice of Privacy Practices.** Covered Entity shall provide Business Associate with the notice of privacy practices that Covered Entity produces in accordance with 45 C.F.R. Section 164.520, as well as any changes to such notice.
2. **Requests by Covered Entity.** Covered Entity shall not request or direct Business Associate to use or disclose Protected Health Information in any manner that would not be permissible under the Privacy Rule if done by Covered Entity. This includes, but is not limited to, requests or directions for disclosure of Protected Health Information to the Plan sponsor in a capacity other than acting on behalf of the Plan as Covered Entity. To the extent a dispute or difference of opinion exists between the Business Associate and Covered Entity regarding whether a use or disclosure is permissible, Business Associate may disclose the Protected Health Information under objection pursuant to the specific, written direction of Covered Entity. Any disclosures made pursuant to such specific, written direction shall be subject to the indemnification provisions of the Agreement.
3. **Changes in Permission.** Covered Entity shall notify Business Associate of any changes in, or revocation of, permission by an Individual to use or disclose Protected Health Information, to the extent that such changes may affect Business Associate's use or disclosure of Protected Health Information.
4. **Restrictions.** Covered Entity shall notify Business Associate of any restriction to the use or disclosure of Protected Health Information to which Covered Entity has agreed in accordance with 45 C.F.R. Section 164.522, to the extent that such restriction may affect Business Associate's use or disclosure of Protected Health Information. Such restrictions include a Covered Individual's request not to disclose Protected Health Information for purposes of payment or health care operations where the Protected Health Information relates solely to a health item or service for which the health care provider has been paid in full out-of-pocket by, or on behalf of, the Covered Individual.
5. **Agreement Breaches by Business Associate.** If Covered Entity obtains knowledge of a pattern of activity or practice of Business Associate that constitutes a material breach or violation of Business Associate's obligations under this Agreement, Covered Entity will take reasonable steps to cure such breach or end such violation. If Covered Entity cannot successfully cure the breach or end the violation, Covered Entity shall terminate the Agreement in accordance with Section VI.B if feasible.

IV. ELECTRONIC SECURITY PROVISIONS

- A. Introduction.** This Section applies where Business Associate, on behalf of Covered Entity, performs or assists in the performance of functions and activities that may involve the creation, maintenance, receipt, or transmission of Electronic Protected Health Information. This Section IV along with the other Sections of the Business Associate Agreement are: (i) intended to meet the requirements of the “business associate” provisions of Security Rule; and (ii) govern the terms and conditions under which the Business Associate may create, maintain, receive, and transmit Electronic Protected Health Information on behalf of Covered Entity. In general, Business Associate agrees and intends to act such that: (i) Covered Entity can fulfill its responsibilities under HIPAA; (ii) Business Associate can fulfill its responsibilities under HIPAA; and (iii) Business Associate can fulfill its contractual obligations under this Agreement.
- B. Obligations of Business Associate.** In accordance with the Security Rule, Business Associate agrees to:
1. Conduct a security risk assessment (in accordance with 45 C.F.R. Section 164.308(a)(1)(ii)(A)) and adopt and implement policies and procedures designed to ensure compliance with the Security Rule and this Agreement including identifying a security officer and training personnel.
 2. Implement administrative, physical, and technical safeguards (including written policies and procedures) that reasonably and appropriately protect the confidentiality, integrity, and availability of the Electronic Protected Health Information that Business Associate creates, maintains, receives, or transmits on behalf of Covered Entity.
 3. Report to Covered Entity, without unreasonable delay, any Security Incident of which Business Associate becomes aware.
 4. Promptly mitigate, to the extent practicable, any harmful effect of a Security Incident that is known to Business Associate.
 5. Enter into a written contract with any agent or Subcontractor to whom Business Associate provides Electronic Protected Health Information that requires such agent or Subcontractor to comply with the same restrictions and conditions that apply under this Section IV to Business Associate, including implementing reasonable and appropriate safeguards to protect such information.
- C. Obligations of Covered Entity.** Covered Entity shall not request or direct Business Associate to create, maintain, receive, or transmit Electronic Protected Health Information in any manner that would not be permissible under the Security Rule.

V. BREACH NOTIFICATION REQUIREMENTS

If Business Associate accesses, maintains, retains, modifies, records, stores, destroys, or otherwise holds, uses, or discloses Unsecured Protected Health Information, Business Associate shall notify Covered Entity of a Breach of such Unsecured Protected Health Information without unreasonable delay, but no later than sixty (60) days following discovery of the Breach. Such notice shall include an identification of each Covered Individual whose Unsecured Protected Health Information has been, or is reasonably believed by Business Associate to have been, accessed, acquired, or disclosed during such Breach and any other available information needed by Covered Entity to enable it to comply with its notification obligations under the Privacy Rule and Security Rule. For purposes of this Section V, a Breach is deemed to have been discovered by Business Associate upon the first day on which such Breach is known, or by exercising reasonable diligence would have been known, to Business Associate (including any person, other than the individual committing the Breach, that is an employee, officer, or agent of Business Associate (determined in accordance with the Federal common law of agency)).

VI. TERM AND TERMINATION

- A. Term.** The Term of this Agreement will begin and become effective on the Effective Date and shall terminate when all of the Protected Health Information created or received by Business Associate on behalf of Covered Entity is destroyed or returned to Covered Entity, or, if it is infeasible to return or destroy Protected Health Information, protections are extended to such information, in accordance with the termination provisions in this Section VI.
- B. Termination.** In the event that a party (the “non-breaching party”) discovers and determines that the other party (the “breaching party”) materially breached or violated any of its obligations under this Agreement, the non-breaching party will notify the breaching party of such breach in writing and may immediately terminate the Agreement upon notice to the breaching party or may provide the breaching party with an opportunity to take reasonable steps to cure the breach or end the violation, as applicable, within a mutually agreed upon period of time. If the breaching party’s attempts to cure the breach or end the violation are unsuccessful within that period, without limiting the rights of the parties under the Agreement, the non-breaching party may immediately terminate the Agreement upon notice to the breaching party.

C. Effect of Relationship Termination.

1. Except as provided in Paragraphs 2 and/or 3 of this sub-section, upon termination of the Agreement, for any reason, Business Associate shall return or destroy all Protected Health Information created or received by it on behalf of Covered Entity. This provision shall apply to Protected Health Information that is in the possession of Business Associate and/or its Subcontractors or agents. Business Associate will not retain any copies of Protected Health Information.
2. In the event that Business Associate determines that returning or destroying Protected Health Information is infeasible, Business Associate will notify Covered Entity of the conditions that make return or destruction infeasible. Upon mutual agreement of the parties that return or destruction of Protected Health Information is infeasible, Business Associate will extend the protections of this Agreement to such Protected Health Information and limit further uses and disclosures of such Protected Health Information to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such Protected Health Information.
3. Should Covered Entity notify Business Associate that the information necessary to comply with the recordkeeping requirements under other applicable law includes the Protected Health Information, Business Associate shall return or provide to Covered Entity such information, including Protected Health Information.

VII. GENERAL PROVISIONS

- A. Regulatory References.** A reference in this Agreement to a section in the Privacy Rule or the Security Rule means the section as in effect or as amended.
- B. Amendment.** The parties agree to take such action as is necessary to amend this Agreement from time-to-time as is necessary for Covered Entity and/or Business Associate to comply with the requirements of the Privacy Rule, the Security Rule, and the Health Insurance Portability and Accountability Act of 1996, Pub. L. No. 104-191.
- C. Interpretation.** Any ambiguity in this Agreement shall be resolved to permit each party to comply with the Privacy Rule and the Security Rule, if applicable.
- D. Survival.** The respective rights and obligations under this Agreement shall survive the termination of this Agreement and any related agreement, including a services agreement.
- E. Indemnity.** Each party will indemnify, hold harmless, and defend the other party and its affiliates, officers, directors, employees, or agents from and against any claim, cause of action, liability, damage, cost, or expense, including attorneys' fees and court or proceeding costs, arising out of or in connection with any non-permitted or violating use or disclosure of Protected Health Information or other breach of this Agreement by such party or any Subcontractor, agent, person, or entity under such party's control.
- F. No Third Party Beneficiaries.** Nothing express or implied in this Agreement is intended to confer, nor shall anything herein confer, upon any person other than the parties hereto, any rights obligations, or liabilities whatsoever.
- G. Conformance with Law.** The parties agree to take such action as is necessary to amend this Agreement from time-to-time as is necessary for the parties to comply with the requirements of HIPAA as they apply to each party.
- H. Action.** For purposes of this Agreement, whenever action is required by a party to this Agreement, such action must be taken by a person or persons with authority to act on behalf of such party to this Agreement.
- I. Governing Law.** This Agreement shall be governed by the laws of the State of Minnesota, except to the extent preempted by Federal law.
- J. Severability.** The invalidity or unenforceability of any provision of this Business Associate Agreement shall not affect the validity or enforceability of any other provision of this Business Associate Agreement, which shall remain in full force and effect.
- K. Notices.** All notices and communications required by this Business Associate Agreement shall be in writing. Such notices and communications shall be given in one of the following forms: (i) by delivery in person; (ii) by a nationally-recognized, next-day courier service; (iii) by first-class, registered, or certified mail, postage prepaid; or (iv) by electronic mail to the address that each party specifies in writing.
- L. Entire Agreement.** This Agreement constitutes the entire agreement between the parties with respect to its subject matter and constitutes and supersedes all prior agreements, representations, and understandings of the parties, written or oral, with regard to this same subject matter. Notwithstanding the foregoing, this Business Associate Agreement is intended to supplement (not supersede) the agreement between Business Associate and Plan sponsor related to the services that Business Associate provides with respect to administration of the Plan.
- M. Counterparts.** This Agreement may be executed in counterparts, each of which so executed shall be construed to be an original, but all of which together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Transmission by facsimile or electronic mail of an executed counterpart of this Agreement shall be deemed to constitute due and sufficient delivery of such counterpart. This Agreement and any amendment or modification may not be denied legal effect or enforceability solely because it is in electronic form, or because an electronic signature or electronic record was used in its formation.



CAFETERIA PLAN SERVICES ADDENDUM
to the
ALERUS RETIREMENT AND BENEFITS
MASTER ADMINISTRATIVE SERVICES AGREEMENT

The purpose of this Addendum is to describe the services, in addition to those services described in the Agreement (collectively referred to as "Administrative Services"), to be furnished by ALERUS with respect to the cafeteria plan (the "Plan") (within the meaning of Section 125 of the Code) established and maintained by Employer.

I. DEFINITIONS

In addition to the definitions contained in the Agreement, the following definitions shall apply to this Addendum:

- A. Addendum**-means this Cafeteria Plan Services Addendum to the Agreement.
- B. Claims Account**-means the bank account established or designated by Employer as the bank account from which benefits under the FSAs shall be paid.
- C. DCAP**-means the dependent care flexible spending account under Section 129 of the Code (if any) that is part of the Plan.
- D. FSAs**-means both the Health FSA (including limited scope) and DCAP.
- E. Health FSA**-means the health flexible spending account(s) under Section 105 and 106 of the Code that is part of the Plan. Health FSA is intended to include, but not be limited to: (i) Health FSAs that reimburse expenses such that the Health FSA constitutes "permitted coverage" for purposes of determining eligibility for health savings account contributions under Section 223 of the Code (referred to as "limited scope Health FSAs"; and/or (ii) Health FSAs that reimburse expenses only after satisfaction of an identified high deductible health plan for purposes of maintaining eligibility for health savings account contributions under Section 223 of the Code (referred to as "post deductible Health FSAs").
- F. Plan**-means employer's cafeteria plan under Section 125 of the Code including, but not limited to, the DCAP and Health FSA, if any.

II. ALERUS RESPONSIBILITIES

ALERUS shall provide the following services to assist Employer in administration of its Plan. All services are provided in a ministerial capacity and contingent upon Employer maintaining accurate and up-to-date information and meeting its obligations under Section III of this Addendum.

- G. Annual Enrollment and Elections.** Except as provided in Section III.B, ALERUS shall make available electronic Participant enrollment forms, election forms to be used during the enrollment process. ALERUS shall also make available electronic Participant change in election forms. ALERUS shall process election forms and change in election forms as necessary to provide Administrative Services. Such forms can also be provided by ALERUS in a paper format subject to an additional administrative fee to ALERUS as described in Exhibit A.
- H. Processing of Claims.** Upon receipt of a Participant claim, ALERUS shall process the claim and determine payment using standard operating procedures as communicated to Employer. ALERUS' claim determination is ministerial and based upon data, systems, and information, including Plan parameters, provided by Employer. ALERUS is entitled to rely on the information provided by Employer and is under no obligation to independently verify such information. ALERUS shall refer to Employer any Participant claim that is disputed. Employer retains sole and final discretionary authority to make all determinations regarding claims under the Plan. Unless paid through the use of a debit card or agreed to otherwise, ALERUS shall pay reimbursements via check or direct deposit paid from the Claims Account in accordance with an agreed upon processing schedule, but not less frequently than monthly.
- I. Overpayments and Erroneous Payments.** Other than overpayments or other erroneous benefit payments related to debit card usage, should ALERUS discover or have brought to its attention an overpayment or other erroneous benefit payment made by it under this Plan in excess of \$10, ALERUS shall make a diligent attempt to recover such payment in accordance herewith. ALERUS will make three (3) written contacts with the recipient of the payment. If the payment has not been recovered within a reasonable time following the third contact, ALERUS will notify Plan Administrator. Plan Administrator shall then decide whether and in what manner to further pursue repayment of the payment. If Plan Administrator determines to take further action to pursue recovery of the payment, Plan Administrator shall be responsible for all costs incurred in doing so.

After the three (3) contacts described herein, ALERUS shall take no further action to recover the payment unless the parties agree, in writing, on the terms and conditions applicable to such additional services by ALERUS. For overpayments or other erroneous benefit payments related to debit card usage ALERUS shall assist Plan Administrator as specifically described below as part of Debit Card Services.

- J. Nondiscrimination Testing.** Annually ALERUS shall provide Employer with written notice of the availability of nondiscrimination testing for the Plan. The notice shall include the corresponding fees and Employer's means to accept the service. Upon Employer's written acceptance, ALERUS shall conduct the nondiscrimination tests using the process described in Section III.D below based on information provided by Employer to ALERUS. ALERUS is entitled to rely upon the information provided by Employer and is under no obligation to independently verify such information. ALERUS shall communicate the results of such tests, and recommendations for correcting any failed test, to Employer in writing. Plan Administrator shall be responsible for ensuring compliance with all applicable nondiscrimination requirements related to such tests and any other test.
- K. Participant Statements.** On at least a quarterly basis, ALERUS shall make available to each Participant participating in one or more FSAs, information regarding his or her account balance(s) and claims paid.
- L. Reports.** ALERUS will provide Employer with a web portal with the ability to generate periodic reports regarding activities and status for each Plan Participant. Should Employer request ALERUS to provide such available information in a particular format, ALERUS shall comply, provided the parties mutually agree to the terms and conditions including, but not limited to, any additional fee to ALERUS.
- M. HSA Eligibility Audit.** If Employer makes contributions to health savings accounts ("HSAs") and ALERUS provides services with respect to such HSAs, ALERUS will, upon Employer's request, conduct an audit of health FSA participation to identify which, if any, health FSA Participants are making or receiving contributions to such an HSA. This audit is available once per Plan year. The fee for such services is identified in Exhibit A. Employer is able to conduct its own self-audit of health FSA and HSA participation using the reports made available by ALERUS.
- N. Debit Card Services.** Plan participants may utilize debit cards to make Plan claims. In such case, ALERUS shall:
 - 1. Facilitate the debit card setup between the Plan and a bank responsible for issuing the debit card (the "Issuing Bank"). The Issuing Bank is responsible for monitoring suspected fraud or other unauthorized account use. Its terms and conditions together with applicable law govern the issuance of debit cards and dispute resolution. ALERUS is neither the Issuing Bank nor a party to the debit card arrangement. ALERUS may assist the FSA participant in dispute resolution with the Issuing Bank, but is not responsible for loss associated with fraud or other unauthorized account use.
 - 2. Obtain FSA participant information from Employer and provide it to the Issuing Bank for issuance of debit cards to FSA participants. ALERUS is entitled to rely upon the accuracy and completeness of all information provided by Employer.
 - 3. Facilitate the Issuing Bank's issuance of debit cards and the processing of debit card transactions.
 - 4. Maintain the required substantiation of claims reimbursed via use of the debit card, either directly or through its subcontractor, in accordance with applicable IRS rules.
 - 5. Assist Plan Administrator with recouping debit card reimbursements not permitted by IRS rules as follows:
 - a. ALERUS will request substantiation for the debit card swipe from the Participant.
 - b. If proper documentation is not provided by the applicable deadline, ALERUS will disable use of the Participant's debit card. ALERUS will report to Employer the Participants whose debit cards have been disabled for this reason, including the amount of the unsubstantiated debit card swipe(s).
 - c. After the debit card is disabled, ALERUS will offset the unsubstantiated debit card swipe amount against future claims made by the Participant under the FSA. ALERUS will report to Employer the results of its attempts to make such offsets.
 - d. After the debit card is disabled, ALERUS will request repayment of unsubstantiated debit card swipe amount from the Participant. ALERUS will report to Employer the results of its attempts to obtain such repayments.
 - e. After the debit card is disabled, Employer may withhold the unsubstantiated debit card swipe amount from the Participant's wages in accordance with applicable State law.
 - f. If none of the foregoing steps described results in substantiation or repayment, Employer shall be responsible for treating the amount of the debit card swipe as regular business debt and taking actions consistent with such designation. If the debt is forgiven by Employer, Employer shall be responsible for withholding, depositing, and reporting all applicable income and employment taxes. Employer acknowledges that despite the efforts of ALERUS to recoup unsubstantiated payments, it is Employer's ultimate responsibility for recouping such reimbursements in accordance with applicable IRS rules.

If Employer fails to fund the Claims Account timely or otherwise fails to perform its obligations described in Section III.C below, ALERUS may immediately, upon notice to Employer, suspend all services related to debit cards and shut off all debit cards issued under the Plan. The fees associated with debit cards are identified in Exhibit A.

III. DUTIES OF EMPLOYER AND PLAN ADMINISTRATOR

- O. Participant Information.** Employer shall, in a mutually agreed format, provide ALERUS with a listing of all persons participating in the Plan and their elections thereunder. Employer shall also provide ALERUS with written notice at least monthly of any addition or deletion of Participants and any change in Participant elections. ALERUS may rely on the most current information in its possession regarding the participation and election of a Participant in paying claims and providing other services under this Agreement. Employer or Plan Administrator shall forward such information to ALERUS electronically for processing. Such information can be forwarded to ALERUS by other means subject to any additional administrative fee to ALERUS.
- P. Election Changes.** Employer and/or Plan Administrator shall determine the appropriateness of all requests by Participants to change their elections under the Plan. Employer or Plan Administrator shall forward such determination to ALERUS electronically for processing by ALERUS. Such information can be forwarded to ALERUS by other means subject to any additional administrative fee to ALERUS. In all situations, ALERUS shall be entitled to rely on the information provided by Employer or Plan Administrator.
- Q. Claims Account.** ALERUS shall make all disbursements from its bank account (which is a non-interest bearing account) and that account shall function as the Claims Account. Employer acknowledges that such account may include funds deposited by other employers for the purpose of paying claims under benefit plans sponsored by such employers. Employer shall designate a bank account upon which ALERUS is authorized to make ACH transfers to the Claims Account. Employer shall make funds available through such bank account in an amount equivalent to an amount sufficient: (i) for ALERUS to pay benefits due under the Plan; plus (ii) to pay ALERUS its fees. ALERUS shall notify Employer of the dollar amount of each check run. ALERUS shall transfer funds to the Claims Account on the same day on which such notice is provided. Employer acknowledges that ALERUS has no obligation to pay claims under the Plan and ALERUS shall not make payments or advance its own funds if there are not sufficient funds provided by Employer for ALERUS to then make such payments.
- R. Nondiscrimination Testing.** An employer plan and its component benefits must pass certain tests each plan year in order to ensure benefits are made available and utilized in a fair and nondiscriminatory manner. A plan is required to pass these nondiscrimination tests on the last day of each plan year. The Employer as Plan Administrator is responsible for the nondiscrimination testing applicable to the Plan under the Code and for ensuring the Plan's compliance with the Code's nondiscrimination requirements. We recommend that Employer's engage Alerus for non-discrimination testing.

How to engage Alerus for Nondiscrimination Testing. Annually ALERUS shall provide Employer with written notice of the availability of nondiscrimination testing for the Plan. The notice shall include the corresponding fees, optional testing packages, and Employer's means to accept the service. Upon Employer's written acceptance, ALERUS shall conduct the nondiscrimination tests identified in the annual notice based upon information provided by Employer to ALERUS. If the Employer accepts this optional service, it will be performed as follows:

- 1. Required Information.** In order to perform the nondiscrimination tests, Employer must provide ALERUS with demographic and contribution information for all employees using standard operating procedures as relayed by ALERUS to Employer. Data must be returned to ALERUS by the date requested to ensure timely completion. It is very important that the information provided is current and correct in order to ensure accurate nondiscrimination test results.
- 2. Testing Process.**
 - a. Initial Mid-year Test.** Following receipt of Employer's complete data, ALERUS shall perform the initial nondiscrimination testing. Generally, the Employer should request this testing after the first quarter of the Plan year has been completed to determine whether the Plan faces potential testing failures.
 - b. Initial Test Results.** ALERUS will provide the Employer the test results following completion of the initial testing.
 - (i) **Test Passes:** If Plan tests are clearly passing, with no apparent threat of failure within the Plan year, the Employer may opt to take no further action at that time. Note: if the employer experiences a significant change in employee demographics (e.g. an increase or decrease in employment) following the initial testing, Employer should contact ALERUS to request updated Plan testing which should be completed prior to the end of the Plan year.
 - (ii) **Test Fails:** If Plan's testing results in failure or near failure, modifications and additional testing will most likely be required. In such case, ALERUS will provide Employer with recommendations of

contribution changes necessary to bring the Plan to passing status. Once these changes have been implemented, Employer may request updated Mid-year testing to verify that the Plan passes.

- c. **Year End Testing.** After the end of the Plan year ALERUS shall provide Employer a final Testing Data Template to complete with the Plan year's final contribution totals. ALERUS shall base the final nondiscrimination testing for the Plan year on that information and results will be returned to Employer after completion. Employer can make no further corrections at that point.
- 3. **IMPORTANT REMINDER - Failure after Plan Year End.** Generally, if the Plan fails non-discrimination tests after the close of the Plan Year, then the Tax Code denies **all** Key and/or Highly Compensated Employees special income tax treatment for Plan benefits. They may have to recognize income on the value of Plan benefits provided to them. Since final testing generally occurs after January 31 of the following year, this correction will likely require Employers to file corrected W-2s for the impacted Individuals. Because of the considerable amount of potential taxation and inconvenience to the impacted Individuals, Alerus encourages Employers to closely monitor nondiscrimination testing before the Plan year ends.
- 4. **Testing Fees.** ALERUS will charge an additional fee for each testing package consisting of one initial and one final nondiscrimination test. Additional fees will apply if the employer requests additional mid-year testing (for example, requested because of an initial test failure) or additional final testing (for example, caused by the Employer's submission of erroneous data).
- S. **Review of Reports.** Employer or Plan Administrator shall review the monthly information made available by ALERUS and reconcile such information with its payroll records. Employer or Plan Administrator shall notify ALERUS of any errors or omissions in the reports within thirty (30) days of the information being made available by ALERUS. If Plan Administrator does not notify ALERUS of any errors or omissions within such thirty (30) day period, Plan Administrator shall be deemed to have approved the accuracy of the reports and ALERUS shall be released and relieved of all liability, and shall be indemnified by Plan Administrator, for any actions taken pursuant to this Agreement based upon the information contained in the reports.

IV. ELIGIBILITY AND ENROLLMENT

Employer remains responsible for determining whether its employees and their dependents are eligible for the Plan, offering the benefit, conducting enrollment activities and other aspects of Plan administration.

V. DELEGATION OF DUTIES OF EMPLOYER

ALERUS provides its services under this Agreement and Addendum in a ministerial capacity and is not a fiduciary to the Plan or its Participants. Employer retains its role as Plan Administrator but may delegate its duties to a third party (such as a broker or consultant) provided that Employer promptly notifies ALERUS which duties have been delegated and to whom they have been delegated. Despite any delegation of duties hereunder, Employer retains ultimate responsibility for ensuring such duties are fulfilled and agrees to indemnify and hold ALERUS harmless for the delegatee's actions or failures to act with respect to the duties delegated to it.

VI. TERMINATION

- A. **Termination.** This Addendum shall terminate in conjunction with the termination of the Agreement. In addition, either party may terminate the contractual provisions solely of this Addendum by providing ninety (90) days prior written notice to the other.
- B. **Obligations upon Termination.** Employer shall be liable for the processing and payment of all eligible Claims on or after the date on which this Addendum terminates. ALERUS may, as mutually agreed upon by Employer and ALERUS, provide certain administrative services following the termination of this Addendum. Such agreement shall be reflected in a separate written agreement between the parties.



CONTINUATION COVERAGE SERVICES ADDENDUM
to the
ALERUS RETIREMENT AND BENEFITS
MASTER ADMINISTRATIVE SERVICES AGREEMENT

The purpose of this Addendum is to describe the services, in addition to those services described in the Agreement (collectively referred to as "Administrative Services"), to be furnished by ALERUS to the certain group health plans with respect to their compliance with continuation coverage laws. This Addendum is incorporated and a part of the Master Administrative Services Agreement (the "Agreement").

I. DEFINITIONS

In addition to the definitions contained in the Agreement, the following definitions shall apply to this Addendum:

- A. Addendum-**means This Continuation Coverage Services Addendum to the Agreement.
- B. Alternative Coverage-**means the non-COBRA coverage offered as an alternative to COBRA and is made available to induce a Qualified Beneficiary not to elect COBRA.
- C. Applicable Premium-**means maximum amount that may be charged for Continuation Coverage under applicable law, including the 2% administration fee and the 50% disability extension fee allowed under certain applicable laws.
- D. Continuation Coverage-**means the continuation coverage required under COBRA and applicable State law.
- E. Continuation Participant-**means any person receiving Continuation Coverage under the Plan in accordance with the terms and conditions of the Plan and applicable law.
- F. Federal Qualifying Event-** means the loss of coverage under a Plan on account of one of the specific events described in COBRA.
- G. Initial Notices-**means a notice which generally communicates to the Participants their COBRA rights and obligations when coverage under the Plan first begins.
- H. Plan(s)-**means the plan(s) of benefits established and maintained by Employer to which ALERUS provides services under this Addendum.
- I. Qualified Beneficiary-**means a covered employee or the spouse, former spouse, or dependent child of the covered employee, who has lost group coverage due to a Federal Qualifying Event and is entitled to elect Continuation Coverage.
- J. Qualifying Event Notice-**means the notice to Participants of their rights and obligations with reference to a State or Federal Qualifying Event.
- K. State Qualifying Event-** means the loss (or potential loss) of coverage under a Plan on account of one of the specific events described under applicable State continuation law.

II. ALERUS RESPONSIBILITIES

L. Initial Notices (New Hire and Newly Eligible Notices).

ALERUS will distribute Initial Notices:

- ☐ No. This Section II.A is not applicable.
- ☒ Yes. ALERUS will send Initial Notices to employees for the optional fees for such service as listed on Exhibit A.

It is Employer's responsibility to provide to ALERUS, either: (i) on prepared data forms provided in advance by ALERUS to Employer; or (ii) electronically via the means made available by ALERUS, the information required for ALERUS to deliver such notices. This information shall include, but not be limited to, the following:

- Covered Individual's full name.
- Covered Individual's gender.
- Covered Individual's date of birth.
- Employee's Social Security number.
- Covered Individual's last known address.
- Employee's date of hire.

Upon receipt of this information, ALERUS shall generate and deliver the required Initial Notice. With respect to this notification responsibility, ALERUS is not obligated to notify any third party service providers (e.g., payroll vendors). ALERUS is entitled to rely upon the information provided by Employer and is under no obligation to independently verify such information.

- M. Distribution of Other COBRA Notices and Forms.** ALERUS' obligation to provide the following notifications is contingent upon Employer providing necessary information as required in Section III below. As soon as administratively feasible following receipt of Employer's information, ALERUS shall distribute the following notices as applicable:
- 1. Qualifying Event Notices.** ALERUS shall provide a Qualifying Event Notice and otherwise make available to each Qualified Beneficiary, election forms for the election of Continuation Coverage.
 - 2. Confirmation of COBRA Election.** ALERUS will provide notice to the applicable Continuation Participant confirming the details of the election made (e.g. types of coverage elected, duration of coverage, premiums, and premium due dates).
 - 3. Unavailability Notice.** ALERUS shall notify any person whose claim for Continuation Coverage is denied, including the reasons for the denial and the person's rights, if any, to have the denial reviewed.
 - 4. Notice of Termination of COBRA Coverage.** ALERUS shall notify each Continuation Participant if COBRA coverage terminates before the end of the maximum coverage period.
 - 5. Notice of Individual Conversion.** ALERUS shall notify Continuation Participants if they have a right of conversion to individual coverage after group coverage ends.
 - 6. Notice of COBRA Premiums Short.** ALERUS shall notify a Continuation Participant of the amount of premium deficiency and the reasonable period of time for payment of the deficiency to be made.
 - 7. Notice of Change in COBRA Premiums.**
 - 8. Open Enrollment Material for Continuation Participants.** ALERUS will provide open enrollment materials to Qualified Beneficiaries within their sixty (60) day enrollment window and Continuation Participants unless otherwise instructed by Employer in writing.
 - 9. Disclosures to Healthcare Providers.** ALERUS will provide an inquiring healthcare provider (e.g. physicians, hospitals, or pharmacies) confirmation regarding a Qualified Beneficiary's right to coverage under the Plan.

All notices will be provided based upon the address information provided to ALERUS by Employer.

ALERUS is not responsible for other COBRA notices including the Summary Plan Descriptions and the Summary of Material Modifications.

N. Continuation Coverage Elections.

- 1. Processing Elections.** Upon receipt of an election for Continuation Coverage, ALERUS shall process the election and determine whether the election is effective using standard operating procedures as communicated to Employer. ALERUS determination is ministerial and based upon data, systems, and information provided by Employer as Plan Administrator. In all situations, ALERUS is entitled to rely on the information provided by Employer and is under no obligation to independently verify such information. In addition, ALERUS will refer to Employer any claim for Continuation Coverage or class of claims for Continuation Coverage specified in writing by Employer as well as any claim for Continuation Coverage that is disputed after the initial denial. Employer retains sole and final discretionary authority to make all determinations regarding Continuation Coverage under the Plan.
- 2. Carrier Notification.**
 - a.** Employer acknowledges that standard employer practice is to terminate coverage for a Qualified Beneficiary pending the election of Continuation Coverage and payment of the initial premiums for such coverage. If Employer leaves coverage in force and the Qualified Beneficiary does not elect Continuation Coverage, then Employer remains responsible for premium payments.
 - b.** Employer shall have sole responsibility for completing and submitting any required documentation to insurance carriers and/or third party service providers regarding termination of the Qualified Beneficiary's coverage under a Plan due to the State or Federal Qualifying Event.
 - c.** ALERUS shall be responsible for providing the applicable insurance carriers the pertinent coverage information required to reinstate Eligible Participants at the time that the Qualified Beneficiary elects Continuation Coverage (including payment of the Applicable Premium).
- O. Continuation Premiums.** ALERUS shall accept payments of Continuation Coverage premiums and deposit them into ALERUS' account. ALERUS shall forward to Employer all Continuation Coverage premiums received generally by the tenth business day of the month following receipt. ALERUS does not pay the insurance carrier(s) or other third parties directly on behalf of Employer.
- P. Float Disclosure.** Generally, float is defined as earnings resulting from the investment of short term cash. ALERUS, as a national bank, holds short term cash in a non-interest bearing depository account pending distribution. Plan sponsor acknowledges that a depository account has value to a banking institution which may constitute float. This value is retained by ALERUS as additional compensation.

- Q. Payment Shortfalls.** With exception of the initial amount due, ALERUS shall accept amounts less than the entire cost of Continuation Coverage as payment in full if: (i) timely paid; (ii) within 10% of the actual amount due; and (iii) the shortfall is promptly corrected upon notification from ALERUS. The initial amount due must be paid in full. Any deviations from these criteria shall be at the written direction of Employer and ALERUS shall be entitled to rely upon the direction of Employer.
- R. Termination/Cancellation of Continuation Coverage.** ALERUS shall provide required notification of Continuation Coverage termination, if any, to the Continuation Participant.
- S. Reports.** ALERUS will provide Employer with a web portal with the ability to generate periodic reports regarding activities and status for each Qualified Beneficiary and Continuation Participant.
- T. Excise Tax Reporting and Payment.** ALERUS shall not be responsible for filing IRS Form 8928 and/or paying the excise tax imposed by Section 4980B of the Code with respect to the services ALERUS provides under this Addendum.

III. DUTIES OF EMPLOYER

- U. Initial and Ongoing Plan Information.** Employer shall be solely responsible for determining which benefits it sponsors are subject to a Continuation Coverage requirement and what Continuation Coverage requirements apply to such benefits including, but not limited to, whether multiple State continuation laws apply based on the residences of Employer's employees. Employer shall follow standard operating procedures as reasonably established by ALERUS to provide initial and ongoing Plan information in a timely fashion as needed for the provision of Administrative Services under this Addendum. ALERUS is entitled to rely upon the information provided by Employer and is under no obligation to independently verify such information.
- V. Eligibility for Continuation Coverage and Notification to ALERUS.** Employer shall promptly notify ALERUS if a Covered Individual experiences a State or Federal Qualifying Event using standard operating procedures as reasonably determined by ALERUS.

If an individual has made a request for Continuation Coverage and Employer determines a State or Federal Qualifying Event has not occurred, then Employer must notify ALERUS of the situation and provide sufficient information to enable ALERUS to send the Notice of Unavailability described in Section II.B ALERUS is entitled to rely upon the Qualifying Event information provided by Employer and is under no obligation to independently verify such information.

Employer acknowledges that if a Covered Individual ceases to be eligible for coverage under a Plan, Employer shall be solely responsible for notifying the applicable insurance carriers and/or third party service providers of the Covered Individual's loss of coverage.

- W. Alternative Coverage.** Employer shall notify ALERUS in writing of any Alternative Coverage applicable to a Qualified Beneficiary. ALERUS is not obligated to review, comment, or advise regarding the appropriateness including, but not limited to, legality, of the Alternative Coverage. ALERUS shall be entitled to rely on the information provided by Employer.
- X. Late Notification to ALERUS.** ALERUS' responsibilities under this Agreement are triggered upon notification by Employer as described above. If such notification is not timely made, ALERUS shall use its best efforts to quickly perform its responsibilities. However, ultimate responsibility for any consequences, damages, etc., attributable in whole or in part to the late notification to ALERUS remain with Employer. For purposes of this provision, "timely" refers to a period of time reasonably sufficient for ALERUS to perform its responsibilities within the time period required under COBRA and/or applicable State continuation law.
- Y. Cost of Continuation Coverage.** Employer shall provide ALERUS with Applicable Premium calculations for Continuation Coverage under the Plan at least thirty (30) days prior to the start of the twelve-month period subject to the new premium rate using standard operating procedures as reasonably determined by ALERUS. ALERUS shall be entitled to rely on such information and is under no obligation to independently verify such information.

If Employer fails to timely notify ALERUS of the Applicable Premium, ALERUS shall continue to charge premiums for the Continuation Coverage based upon the Applicable Premium for the prior twelve-month period. If Employer notifies ALERUS of a new Applicable Premium for an applicable twelve-month period after the deadline provided above, ALERUS will begin charging updated Continuation Coverage premiums as soon as administratively feasible following ALERUS receipt of such information from Employer. ALERUS shall be released and relieved of all liability related to, and shall be indemnified by Employer with respect to, premium changes made after the start of the applicable twelve-month period as a result of Employer's failure to comply with the notice requirement contained herein. ALERUS shall charge Continuation Participants the full Applicable Premium including additional permitted administrative fees.

ALERUS fees for service under this Addendum include the additional administrative fee on all premiums reported, whether collected or subsidized. ALERUS will deduct and retain this fee from payments received from Continuation Participants. If no remittances are received for the period, ALERUS may add this fee to Employer's invoice for the period.

- Z. Continuation Coverage Documents.** ALERUS may provide certain administrative forms, notices, and other communication materials for use in COBRA administration. Plan sponsor acknowledges that the review and interpretation of these documents requires legal advice which ALERUS cannot provide. Employer shall be solely responsible for the content of Continuation Coverage documentation if provided for review and approval. Under no circumstances will ALERUS be considered as providing legal advice.
- AA. Continuation Coverage Determinations.** Through this Agreement, Employer delegates to ALERUS ministerial authority to make the described determinations related to Continuation Coverage under the Plan, but retains the role as Plan Administrator. If Employer disagrees with ALERUS on a particular determination Employer shall immediately notify ALERUS, in writing, of such disagreement and direct ALERUS regarding the situation. Employer shall be solely responsible for the final initial determination on such claim, which shall be communicated in writing to ALERUS. ALERUS shall be entitled to rely on the final initial determination made by Employer. Employer is responsible for the final decision upon review of disputed eligibility and coverage issues, including determinations with respect to Continuation Coverage. Upon receipt of applicable information and documentation from ALERUS, Employer shall notify ALERUS in writing of its final decision upon review of disputed eligibility and coverage issues.
- BB. Excise Tax Reporting and Payment.** Employer is solely responsible for: (i) determining whether IRS Form 8928 must be filed for the purpose of reporting a violation of COBRA; (ii) preparing and filing Form 8928 (if necessary); and (iii) paying any excise tax imposed by Section 4980B of the Code.
- CC. Reports.** Employer shall review reports made available by ALERUS and shall notify ALERUS of any errors or omissions in the reports within thirty (30) days of their receipt. For purposes of this Agreement, a report is deemed received on the earlier of: (i) the date on which ALERUS notifies Employer of the report's availability on ALERUS website; or (ii) the date on which the report is sent by ALERUS to Employer. If Employer does not notify ALERUS of any errors or omissions within such thirty (30) day period, Employer shall be deemed to have approved the accuracy of the reports and ALERUS shall be released and relieved of all liability, and shall be indemnified by Employer, for any actions taken pursuant to this Agreement based upon the information contained in the reports. By way of illustration, and without limiting the generality of the foregoing, under this provision Employer shall be responsible for matching information received from the insurance carriers and/or third party service providers regarding individuals covered under the Plan to the information contained in ALERUS reports and for notifying ALERUS of any discrepancies. If Employer finds an error or discrepancy and notifies ALERUS of such within the thirty (30) day period provided above, ALERUS will take immediate steps to address the matter. ALERUS is not be liable for any error or omission of an insurance carrier and/or third party service provider with respect to reinstating or terminating a Qualified Beneficiary's or COBRA Participant's coverage if ALERUS has fulfilled its responsibilities under Sections II.C and II.F hereof.

IV. ELIGIBILITY AND ENROLLMENT.

Employer remains responsible for determining whether its employees and their dependents are eligible for the Plan, offering the benefit, conducting enrollment activities, and other aspects of Plan administration.

V. DELEGATION OF DUTIES OF EMPLOYER.

ALERUS provides its services under this Agreement and Addendum in a ministerial capacity and is not a fiduciary to the Plan or its Participants. Employer retains its role as Plan Administrator but may delegate its duties to a third party (such as a broker or consultant) provided that Employer promptly notifies ALERUS which duties have been delegated and to whom they have been delegated. Despite any delegation of duties hereunder, Employer retains ultimate responsibility for ensuring such duties are fulfilled and agrees to indemnify and hold ALERUS harmless for the delegatee's actions or failures to act with respect to the duties delegated to it.

VI. TERMINATION

- A. Termination.** This Addendum shall terminate in conjunction with the termination of the Agreement. In addition, either party may terminate the contractual provisions solely of this Addendum by providing ninety (90) days prior written notice to the other.
- B. Obligations upon Termination.** Employer shall be liable for all aspects of Continuation Coverage administration on or after the date on which this Addendum terminates. ALERUS may, as mutually agreed upon by Employer and ALERUS, provide certain administrative services following the termination of this Addendum. Such agreement shall be reflected in a separate written agreement between the parties.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8/21/2023
Item No.: 10.g.

Department Approval



City Manager Approval



Item Description: Approve Dish Wireless Antenna Lease Agreement at Alta Vista Tower

Background

The City allows cellular companies to lease space at various City facilities and towers within Roseville. The Alta Vista Tower is located on City property and owned by T-Mobile (formerly Sprint) and managed by Crown Castle. The agreement for the tower on City property allows for the City to lease space on the Alta Vista Tower to other wireless providers. Dish Wireless has requested use of an antenna lease space at the Alta Vista Tower.

The Dish Wireless lease (Attachment 1) considers the installation and operation of a three antenna array and 440 square feet of ground space. The lease will begin on October 1, 2023, or when installation is complete, and will last five years. It is set to automatically renew for two additional 5-year terms, with an anticipated end date of 2038. The City's attorney has reviewed the lease.

Policy Objectives

The City maintains several leases agreements to allow private organizations to use space on various City-owned properties.

Racial Equity Impact Summary

This council action has no anticipated impacts to racial equity.

Budget Implications

Rent shall be paid annually in the amount of \$35,000, which shall be increased by 4% each year. In addition, Dish Wireless shall pay the City a \$5,000 one-time fee at the start of the lease. Antenna rental proceeds go to the City's IT Operations/General fund.

Staff Recommendations

Staff recommends the City Council approve the Dish Wireless Lease Agreement.

Requested Council Action

Motion approving the Dish Wireless Lease Agreement.

Prepared by: Stephanie Smith, Assistant City Engineer

Attachments:

1. Lease Agreement
2. Memorandum of Site Lease Agreement

SITE LEASE AGREEMENT

THIS SITE LEASE AGREEMENT ("Lease"), made this ____ day of _____, 2023 ("Effective Date"), between City of Roseville, a Minnesota municipal corporation ("Landlord"), and DISH Wireless L.L.C., a Colorado limited liability company having a place of business at 9601 S. Meridian Blvd., Englewood, Colorado 80112 ("Tenant").

WHEREAS, the Landlord and Ramsey County together own certain property as described below and legally described in Exhibit A, and;

WHEREAS, pursuant to a 1997 lease, as amended ("1997 Lease"), the Landlord and County leased a portion of said property for installation and operation of a wireless tower, and;

WHEREAS, the 1997 Lease is currently held by, and the tower is owned by, T-Mobile Tower USA LLC which, under a master lease and associated agreements, has granted the right to manage and operate the tower to Crown Castle International Corp. (T-Mobile and Crown together, the "Owner"), and;

WHEREAS, under the 1997 Lease, the Landlord may lease space on the tower without Owner's written consent in order to accommodate wireless service providers, and;

WHEREAS, Tenant and Landlord wish to enter a lease setting forth the terms and conditions of Tenant's occupancy and use of a portion of Landlord's property and Owner's wireless tower superseding and replacing any prior agreements concerning the same.

NOW THEREFORE, for good and valuable consideration, the parties agree as follows:

AGREEMENT

1. **Leased Premises.** Subject to the terms and conditions of this Lease, Landlord hereby leases to Tenant and Tenant leases from Landlord a portion of Landlord's property (the "Property") located at 1901 Alta Vista Drive, Roseville, Minnesota 55113, as legally described in Exhibit A attached hereto, subject to any existing easements, along with space on the wireless tower located on the Property (the "Tower"). The Landlord leases exterior space on the Tower for attachment of wireless communication antennas ("Antennas"), ground space totaling four hundred forty (440) square feet adjacent to the Tower for the location of equipment and electronics associated with operation of the Antennas, space required for cable runs between the ground equipment and the Antennas, and existing or new utility sources at the Property from the nearest public right of way, and non-exclusive rights of reasonable ingress and egress to the Tower and ground equipment, all as depicted on attached Exhibit B (collectively, the "Leased Premises"). The location of the Antennas and associated equipment on the Leased Premises is specified in attached Exhibit C ("Tenant Facilities").

2. **Rent.**

- (a) **Amount; Adjustments.** As consideration for this Lease, Tenant shall pay Landlord an annual rent in the amount of Thirty-Five Thousand and 00/100 Dollars (\$35,000.00), increased each year on January 1 by four percent (4%) of the previous year's annualized rent. Payments shall be delivered to the address designated by Landlord in Section 19, or by electronic payment to the extent that Landlord provides required documentation for electronic payment. Tenant shall require receipt of a validly completed IRS approved W-9 form (or its equivalent) prior to paying any Rent or any other amount(s) due under this Agreement. In addition, Tenant shall pay to Landlord, within sixty (60) days of the Effective Date, a one-time fee in the amount of Five Thousand and 00/100 Dollars (\$5,000.00) ("Signing Bonus").
- (b) **Time of Payment; Taxes.** The annual rent shall be paid before January 1 of each year. For the first year, rent for the full year shall be paid to Landlord within (30) days following the Commencement Date and pro-rated based on the Commencement Date. In addition to the annual rent, Tenant agrees to timely pay its pro rata share of any taxes or other charges imposed upon the property by a governmental agency required as a direct result of this Lease and all other payments required herein.

3. **Governmental Approval Contingency.**

- (a) **Tenant Application.** Tenant's right to use the Leased Premises is expressly made contingent upon its obtaining all the certificates, permits, zoning and other approvals that may be required by any federal, state, or local authority. Landlord shall cooperate with Tenant in its efforts to obtain and retain such approvals.
- (b) **Engineering Studies.** Before obtaining a building permit for new improvements or other construction on the Property after the date of this Lease, Tenant shall, upon Landlord request, submit a study or studies that address: (i) a radio frequency interference study carried out by an independent and qualified professional approved by the Landlord showing that Tenant's intended use will not interfere with any existing communications facilities; and (ii) an engineering study showing that the improvements or construction will not inhibit the Landlord's operation and maintenance of the Tower and its appurtenances, or access thereto, nor damage the Tower, its coatings, or its appurtenant facilities. If Landlord concludes after review of the study that there is a potential for interference that cannot be reasonably remedied, or for prejudice to the Tower or its use, Landlord may deny or reject the proposed improvements or construction.

4. **Term and Renewals.** The "Initial Term" of this Lease shall be deemed to commence on the earlier of: (a) the first (1st) day of the month following the commencement of Tenant's Installation or (b) October 1, 2023 ("Commencement Date") and will expire on the last day of the month that is sixty (60) months after the Commencement Date unless terminated sooner, renewed

or extended as provided herein. Subject to the terms and conditions of this Lease, Tenant shall have the right to extend this Lease for two (2) additional five (5) year renewal periods ("Renewal Term").

This Lease shall be automatically renewed for each successive Renewal Term unless Tenant sends written notice of non-renewal to Landlord no later than ninety (90) days prior to the expiration of the Initial Term or any Renewal Term, such notice provided in accordance with Paragraph 19 of this Lease.

5. **Tenant's Use.**

- (a) **User Priority.** Tenant agrees that the following priorities of use, in descending order, shall apply in the event of communication interference or other conflict while this Lease is in effect, and Tenant's use shall be subordinate accordingly:
 - 1. Landlord;
 - 2. Public safety agencies, including law enforcement, fire, and ambulance services, that are not part of the Landlord;
 - 3. Other governmental agencies where use is not related to public safety;
- (b) **Purposes.** Tenant shall use the Leased Premises only for the purpose of installing, maintaining, and operating the Tenant Facilities, and uses incidental thereto for providing radio and wireless telecommunication services which Tenant is legally authorized to provide in compliance with those construction drawings attached hereto as Exhibits B and C, the approval of which is hereby acknowledged. Tenant's use of the Tower shall be non-exclusive, and Landlord specifically reserves the right to allow the Tower to be used by other parties and to make additions, deletions, or modifications to its own facilities on the Property. The three (3) Antennas shall be centered at One Hundred-Thirty (130) feet above ground level, 10 degrees azimuth; 120 degrees azimuth; and 260 degrees azimuth. Tenant has independently determined that such location on the Tower is under Landlord's control pursuant to the 1997 Lease and Landlord may enter this Lease. Landlord and Tenant shall comply with all applicable ordinances, statutes and regulations of local, state and federal government agencies.
- (c) **Construction.** Tenant may erect and operate an antenna array consistent with its approved construction drawings attached as Exhibits B and C. Tenant may not increase the number of antennas without first securing the approval of Landlord by written amendment to this Lease.
- (d) **Operation.** Tenant shall have the right, at its sole cost and expense, to operate and maintain the Tenant Facilities on the Leased Premises in accordance with good engineering practices and with all applicable local, state, and federal laws, rules and regulations. Any damage done to the Leased Premises or other Landlord property including the Tower during installation or during operations, shall be repaired at Tenant's expense, said repairs to be undertaken immediately upon receipt of notice

from Landlord, in the event the damage endangers the safe operation of the Tower, or within thirty (30) days in the event the damage does not endanger the safe operation of the Tower. If the Tenant fails to undertake or complete these repairs, the Landlord may repair the damage and charge the Tenant for all actual costs associated with the repair. Tenant shall reimburse Landlord for such costs within sixty (60) days of receipt of a detailed and undisputed invoice and documentation evidencing such damage. The Tenant Facilities shall remain the exclusive property of the Tenant.

- (e) Maintenance; Improvement Expenses. All modifications to the Leased Premises and all improvements made for Tenant's benefit shall be at the Tenant's expense and such improvements shall be maintained in a good state of repair, at least equal to the standard of maintenance of the Landlord's facilities on or adjacent to the Leased Premises, and kept secured by Tenant. If Tenant's Facilities are mounted on the Tower they shall, at all times, be painted, at Tenant's expense, the same color as the Tower. The Tenant agrees to clean and/or repair any damage done to its Tenant Facilities due to vandalism within fifteen (15) days of notification of such damage. Furthermore, the Tenant agrees to pay all costs associated with said cleaning or repair. If repair is not commenced within fifteen (15) days from notification, the Landlord may repair the damage and charge the Tenant for all costs associated with the repair. Tenant shall reimburse Landlord for such costs within sixty (60) days of receipt of a detailed and undisputed invoice and documentation evidencing such damage.
- (f) Replacements. Before the Tenant may update, modify, or replace the Tenant Facilities other than as provided for in the construction drawings attached as Exhibits B and C, Tenant shall request the approval of the Landlord and provide detailed plans and specifications to Landlord. Tenant shall submit to Landlord such detailed plans and specifications for any such replacement facilities together with any other information reasonably requested by Landlord regarding such update, modification, or replacement (including, but not limited, to a technical study) all of which will be carried out at Tenant's expense. Landlord may not unreasonably withhold, condition or delay approval. Notwithstanding the foregoing, Landlord approval and review of plans and specifications shall not be required for routine repairs to and maintenance of the Tenant Facilities, or for the replacement of existing Tenant Facilities with equipment of substantially the same or smaller dimensions and weight.
- (g) Drawings. Within a reasonable time after Landlord's request, Tenant shall provide Landlord with as-built drawings of the equipment and improvements installed on the Leased Premises showing the actual location of all Tenant Facilities.
- (h) No Interference. Tenant shall, at its own expense, maintain its Tenant Facilities on or attached to the Leased Premises in a safe condition, in good repair and in a manner suitable to Landlord so as not to conflict with the use of the surrounding premises by Landlord. Tenant shall not unreasonably interfere with the operations

of any prior tenant using the Tower and shall not interfere with the working use of the Landlord facilities thereon or to be placed thereon.

- (i) Access. Tenant, at all times during this Lease, shall have access to the Leased Premises in order to install, operate, and maintain its Tenant Facilities. Tenant shall notify Landlord of its intent to gain access to the Tower at least twenty-four (24) hours in advance, except in an emergency. Such access shall be coordinated with Landlord so as not to interfere with Landlord's maintenance or other activities.
- (j) Payment of Utilities. Tenant may install, or arrange for installation of, electric service and other utilities associated with its use of the Leased Premises. Tenant shall separately meter charges for the consumption of electricity and other utilities, and Tenant shall promptly pay all costs associated therewith.

6. **Emergency Facilities.** In the event of a natural or human made disaster, in order to protect the health, welfare, and safety of the community, Tenant may erect additional Tenant Facilities and install additional equipment on a temporary basis on the Leased Premises to assure continuation of service. Such temporary operation shall not exceed ninety (90) days in any calendar year unless Tenant obtains written approval from the Landlord.

7. **Landlord Maintenance; Expenses.** Upon notice from Landlord, Tenant shall promptly pay to Landlord all actual and documented additional Landlord expenses incurred in maintaining the Leased Premises, or reimbursing Owner's maintenance costs, including painting or other maintenance of the Tower, that are caused by Tenant's occupancy of the Leased Premises. Tenant acknowledges the need for periodic maintenance of the Tower, including repair of the Tower and its coatings. Tenant must remove Tenant's Antenna Facilities at Tenant's cost, upon reasonable notice to allow maintenance, repair, repainting, restoration or other activity as determined and required by Landlord. Landlord will not be responsible for scheduled interruptions in use of the Tenant's Antennas or other Tenant Facilities. Except in the case of an emergency, Landlord must provide Tenant ninety (90) days' notice of commencement of maintenance activities, or ninety (90) days' notice of commencement of maintenance activities, if maintenance requires Tenant to temporarily remove and relocate Tenant Facilities to accommodate such activities. In case of an emergency, Landlord may remove the Tenant Facilities, at the Tenant's expense, and shall notify Tenant within a reasonable time. An "emergency" shall be deemed to exist in those situations which constitute an immediate threat to the health or safety of the public or immediate danger to the Landlord's facilities or property. In the event the use of the Tenant Facilities is interrupted, Tenant may provide and maintain mobile cellular sites on wheels on the Property only after such temporary facilities have been approved by Landlord, on land owned or controlled by Landlord in the immediate area of the Property. Tenant is responsible for any cost associated with the protection of the Tenant Facilities during these periodic or emergency activities. Tenant further agrees that the Landlord is not responsible for transmission lines during routine maintenance. Tenant may, at Tenant's own expense, test said lines before and after maintenance. Following completion of the painting and other maintenance work, Tenant may reinstall its equipment on the Tower in the same location and in the same manner as before the removal. Except for an emergency, Tenant shall not be required to remove the Tenant Facilities to accommodate painting or other maintenance more than once during any five (5) year period.

8. **Defense and Indemnification.**

- (a) **General.** Tenant agrees to defend, indemnify and hold harmless Landlord and its elected officials, officers, employees, agents, and representatives, from and against any and all third-party claims, costs, losses, expenses, demands, actions, or causes of action, including reasonable attorneys' fees and other costs and expenses of litigation, which may be asserted against or incurred by Landlord and arising from Tenant's installation, maintenance, and operation of its Tenant Facilities or use of the Leased Premises, except those which arise in part or in whole from the negligence, willful misconduct, or other fault of Landlord, its elected officials, officers, employees, agents or representatives, or other user of the property. Tenant shall defend all third-party claims arising out of the installation, operation, use, maintenance, repair or removal of Tenant Facilities, equipment and related facilities on the Leased Premises, except those which arise in part or in whole from the negligence, willful misconduct, or other fault of Landlord, its elected officials, officers, employees, agents or representatives, or other user of the property. Landlord agrees to defend, indemnify and hold Tenant harmless from any and all costs (including reasonable attorneys' fees) and claims of liability or loss which arise out of Landlord's use of the Leased Premises, except those which arise from the negligence, willful misconduct, or other fault of Tenant. Landlord shall not be obligated to indemnify Tenant in any amount in excess of the limitations of liability set forth in Minnesota Statutes, Chapter 466, less any amounts which Landlord is obligated to pay by reason of the liability of the Landlord, its officers, employees, and agents arising out of the same act or occurrence.
- (b) **Hazardous Materials.** Without limiting the scope of Subparagraph 8 (a) above, Tenant will be solely responsible for and will defend, indemnify, and hold Landlord, its agents, and employees harmless from and against any and all claims, costs, and liabilities, including reasonable attorneys' fees and costs, arising out of or in connection with the cleanup or restoration of the Leased Premises resulting from the Tenant's use of Hazardous Materials. Notwithstanding the foregoing, in no event shall Tenant have any liability whatsoever with respect to any Hazardous Materials that were on, about, adjacent to, under or near the Leased Premises or Property prior to the Effective Date, or that were generated, possessed, used, stored, released, spilled, treated, transported, manufactured, refined, handled, produced or disposed of on, about, adjacent to, under or near the Leased Premises or Property by Landlord, its agents, employees, contractors or invitees, or any third party who is not an employee, agent, contractor or invitee of Tenant. For purposes of this Lease, "Hazardous Materials" shall be interpreted broadly and specifically includes, without limitation, asbestos, fuel, batteries or any hazardous substance, waste, or materials as defined in any federal, state, or local environmental or safety law or regulations including, but not limited to, CERCLA. Landlord represents that (1) that neither Landlord nor, to Landlord's knowledge, any third party has used, generated, stored or disposed of, or permitted the use, generation, storage or disposal of, any Hazardous Material on, under, about or within the Property in

violation of any law or regulation; and (2) that Landlord will not, and will not permit any third party to use, generate, store or dispose of any Hazardous Material on, under, about or within the Property in violation of any law or regulation.

- (c) Tenant's Warranty. Tenant represents and warrants that its use of the Leased Premises will not generate and Tenant will not store or dispose of on the Leased Premises, nor transport to or over the Leased Premises, any Hazardous Materials in violation of any law or regulation governing the use, transport, or storage of Hazardous Materials. Tenant agrees to notify the Landlord in writing within 48 hours of the existence of Hazardous Materials on the Leased Premises. Notwithstanding the foregoing, the parties acknowledge that Tenant shall be permitted to use batteries and industrial cleaning supplies, in the normal course of Tenant's operations, without prior written notice to Landlord, provided that Tenant shall use, transport, or store such materials in compliance with all laws or regulations governing the use, transport or storage of Hazardous Materials. The obligation of this Paragraph 8 shall survive the expiration or other termination of this Lease.

9. **Insurance.**

- (a) Landlord's Insurance. Throughout the Term, Landlord shall maintain, at Landlord's sole cost and expense, standard insurance coverage provided by the League of Minnesota Cities Insurance Trust. The insurance required of Landlord hereunder may be maintained by a blanket or master policy that includes properties other than the Property.
- (b) Workers' Compensation. The Tenant must maintain Workers' Compensation insurance in compliance with all applicable statutes. The policy shall also provide Employer's Liability coverage with limits of not less than \$500,000 Bodily Injury each accident, \$500,000 Bodily Injury by disease, policy limit, and \$500,000 Bodily Injury by disease, each employee.
- (c) General Liability. The Tenant must maintain an occurrence form of comprehensive general liability coverage. Such coverage shall include, but not be limited to, bodily injury, property damage - broad form, and personal injury, for the hazards of Premises/Operation, broad form contractual, independent contractors, and products/completed operations.

The Tenant must maintain aforementioned comprehensive general liability coverage with limits of liability not less than \$1,500,000 each occurrence and \$2,000,000 general aggregate. These limits may be satisfied by the comprehensive general liability coverage or in combination with an umbrella or excess liability policy, provided coverage afforded by the umbrella or excess policy are no less than the underlying comprehensive general liability coverages.

- (d) Automobile Liability. The Tenant must carry Automobile Liability coverage. Coverage shall afford total liability limits for Bodily Injury Liability and Property Damage Liability in the amount of not less than \$1,500,000 per accident. The liability limits may be afforded under the Commercial Policy, or in combination with an Umbrella or Excess Liability Policy provided coverage afforded by the Umbrella Excess Policy are no less than the underlying Commercial Auto Liability coverage.

Coverage shall be provided for Bodily Injury and Property Damage for the ownership, use, maintenance or operation of all owned, non-owned and hired automobiles.

- (d) Tenant Property Insurance. The Tenant must keep in force for the duration of the Lease a policy covering damages to Tenant Facilities at the Leased Premises. The amount of coverage shall be sufficient to replace the damaged property and comply with any ordinance or law requirements.
- (e) Additional Insured - Certificate of Insurance. The Tenant shall provide, prior to tenancy, evidence of the required insurance in the form of a Certificate of Insurance issued by a company authorized to do business in the state of Minnesota, which includes all coverages required in this Paragraph 9. Tenant will include the Landlord as an Additional Insured on the General Liability and Commercial Automobile Liability Policies. The Certificate(s) shall also provide that Tenant or Tenant's insurance provider shall provide Landlord with thirty (30) days prior written notice of cancellation.
- (f) Waiver of Claims; Subrogation. Each of Landlord and Tenant hereby releases the other from any and all liability or responsibility to the other or anyone claiming through or under it by way of subrogation or otherwise for any loss or damage that may occur to the Leased Premises or any improvements thereto, or the Tower or any improvements thereto, or any property of such party therein, by reason of fire or any other cause which could be insured against under the terms of standard fire and extended coverage (all-risk) insurance policies, regardless of cause or origin, including fault or negligence of the other party hereto, or anyone for whom such party may be responsible. Each party shall cause each insurance policy obtained by it to provide that the insurer waives all rights of recovery by way of subrogation against either party hereto in connection with damage covered by such policy. The releases in this Subparagraph will be effective whether or not the loss was actually covered by insurance. Tenant assumes all risk of loss or damage of Tenant's property or leasehold improvements within the Leased Premises, including any loss or damage caused by water leakage, fire, windstorm, explosion, theft, act of any tenant, or other cause, except to the extent such loss or damage is due to or results from the negligence or misconduct of Landlord, its agents, employees, contractors or invitees.

- (g) Adjustment to Insurance Coverage Limits. Liability coverage required by Subparagraphs 9(b) and (c) may be increased as needed so that the coverage per occurrence is, at all times, the same or greater than the maximum liability for municipalities specified in Minnesota Statutes, section 466.04 for any number of claims arising out of the same occurrence, provided that the parties shall mutually agree upon such increase.

10. **Damage or Destruction.** If the Leased Premises is destroyed or damaged, without contributory fault of the Tenant or its agents, so as, in Tenant's judgment, to hinder its effective use of the Tenant Facilities, Tenant may elect to terminate this Lease upon thirty (30) days' written notice to Landlord. In the event Tenant elects to terminate the Lease, Tenant shall be entitled to a pro rata reimbursement of prepaid rent covering the period subsequent to the date of damage to or destruction of the Leased Premises.

11. **Lease Termination.**

- (a) Events of Termination. Except as otherwise provided herein, this Lease may be terminated by either party as may be expressly provided in this Lease, or upon sixty (60) days' written notice to the other party as follows:
- (i) by either party upon a default of any covenant or term hereof by the other party, which default is not cured within sixty (60) days of receipt of written notice of default to the other party (without, however, limiting any other rights of the parties pursuant to any other provisions hereof); unless such default may not reasonably be cured within a sixty (60) day period in which case this Lease may not be terminated if the defaulting party commences action to cure the default within such sixty (60) day period and proceeds with due diligence to fully cure the default; however, such period shall not, in any event, extend beyond one hundred twenty (120) days of receipt of written notice of default;
 - (ii) by Tenant if it attempts in good faith but fails to obtain or maintain a license, permit or other governmental approval necessary for the operation of the Tenant Facilities;
 - (iii) by Tenant, upon ninety (90) days' written notice to Landlord, if: (i) changes in applicable law prohibit Tenant's ability to operate the Tenant Facilities; (ii) if Tenant determines that Tenant's use of the Leased Premises is obsolete or unnecessary, upon payment of a termination fee equal to three (3) months' of then current rent; or (iii) if Landlord or a third party installs any structure, equipment or other item on the Property which blocks, hinders, limits or prevents Tenant from being able to use the Tenant Facilities to transmit signals;
 - (iv) by Landlord, following expiration of the first Renewal Term, upon one (1) year's written notice to Tenant, if its Council decides, for any reason, to

redevelop the Leased Premises in a manner inconsistent with the continued use of the Leased Premises by Tenant and/or discontinue use of the Tower for all purposes;

- (v) by Landlord if Landlord determines that the Tower is structurally unsound, including, but not limited to, consideration of age of the Tower, damage or destruction of all or part of the Tower on the Leased Premises from any source, or factors relating to condition of the Leased Premises; or
 - (v) by Landlord if it determines that a potential user with a higher priority under Subparagraph 5(a) above cannot find another adequate location or the Landlord determines, after engineering studies, that the Tenant Facilities unreasonably interfere with another user with a higher priority, regardless of whether or not such interference was predicted in the initial interference study that was part of the application process, provided that the Landlord shall not at any time over the balance of the then existing Term and all unexpired Renewal Terms, lease the Leased Premises to another party with equal or lesser priority for the same use as that of the Tenant, unless such other party would not cause or contribute to the type of interference giving rise to the Tenant Facilities' interference with a higher priority.
- (b) Notice of Termination. The parties shall give notice of termination in writing by certified mail, return receipt requested. Such notice shall be effective upon receipt as evidenced by the return receipt. All rentals paid for the Lease prior to said termination date shall be retained by Landlord unless such termination is due to breach by Landlord.
 - (c) Tenant's Liability for Early Termination. If Tenant terminates this Lease for any other reason other than as expressly provided in this Lease, Tenant shall pay to Landlord an amount equal to six (6) months then current rent.
 - (d) Site Restoration. In the event that this Lease is terminated or not renewed, Tenant shall immediately cease operation and use of the Antennas for communication purposes and shall have ninety (90) days from the termination or expiration date to remove its Tenant Facilities, and related equipment from the Leased Premises, repair the site and restore the surface of the Tower. Within sixty (60) days of notice of termination, Tenant shall deposit with Landlord in the form of cash, performance bond, irrevocable letter of credit, or other acceptable security the sum of Ten Thousand and 00/100 Dollars (\$10,000.00) ("Removal Bond"), to secure the cost of removal of the Tenant Facilities and repair and restoration of the Leased Premises following expiration or termination of the Lease, which shall be fully refunded to Tenant upon the timely removal of the Tenant Facilities and related equipment, the repair of the site and the restoration of the Tower surface to the reasonable satisfaction of the Landlord.

If Landlord removes the Tenant Facilities or related equipment, Landlord must give written notice to the above entities at the addresses provided, informing them that Tenant Facilities or related property have been removed and will be deemed abandoned if not claimed and the storage fees and other reasonable costs paid using the Removal Bond. Landlord shall provide written notice to Tenant prior to accessing the bond to pay such costs. The obligations of this Subparagraph (d) shall survive the expiration or other termination of this Lease.

Tenant shall be required to obtain a cellular permit from the Landlord for removal of the equipment and restoration of the site. All inspection costs associated with the removal of Tenant's equipment shall be paid by the Tenant.

12. **Limitation of Landlord's Liability.** If Landlord causes interruption of the business of Tenant or for any other Landlord breach of this Lease, Landlord's liability for damages to Tenant shall be limited to the actual and direct costs of equipment removal, relocation or repair and shall specifically exclude any recovery for value of the business of Tenant as a going concern, future expectation of profits, loss of business or profit or related damages to Tenant.

13. **Temporary Interruptions of Service.** If Landlord reasonably determines that continued operation of the Tenant Facilities would cause or contribute to an immediate threat to public health and/or safety (except for any issues associated with human exposure to radio frequency emissions, which is regulated by the federal government), Landlord may order Tenant to discontinue its operation. Tenant shall immediately comply with such an order. Service shall be discontinued only for the period that the immediate threat exists. If Landlord does not give prior notice to Tenant, Landlord shall notify Tenant as soon as possible after its action and give its reason for taking the action. Landlord shall not be liable to Tenant or any other party for any interruption in Tenant's service or interference with Tenant's operation of its Tenant Facilities, except as may be caused by the willful misconduct of the Landlord, its employees or agents and except if Landlord's determination is found by a court of competent jurisdiction to have been negligent. If the discontinuance extends for a period greater than three (3) days, either consecutively or cumulatively, Tenant shall have the right to terminate this Lease within its sole discretion for cause and without the payment of any damages.

14. **Tenant Interference.**

- (a) **With Tower.** Tenant shall not interfere with Landlord's use of the Tower and agrees to cease all such actions which unreasonably and materially interfere with Landlord's use thereof no later than fifteen (15) business days after receipt of written notice of the interference from Landlord. In the event that Tenant's cessation of action is material to Tenant's use of the Leased Premises and such cessation frustrates Tenant's use of the Leased Premises, within Tenant's sole discretion, Tenant shall have the immediate right to terminate this Lease for cause and without the payment of any damages.
- (b) **With Higher Priority Users.** If the Tenant Facilities cause impermissible interference with higher priority users as set forth under Subparagraph 5(a) above

or with preexisting tenants, Tenant shall take all measures necessary to correct and eliminate the interference. If the interference cannot be eliminated within forty-eight (48) hours after receiving Landlord's written notice of the interference, Tenant shall immediately cease operating its Tenant Facilities and shall not reactivate operation, except intermittent operation for the purpose of testing, until the interference has been eliminated. If the interference cannot be eliminated within thirty (30) days after Tenant received Landlord's written notice, Landlord or Tenant may at its option terminate this Lease immediately for cause and without the payment of any damages.

- (c) Interference Study - New Occupants. Upon written notice by Landlord that it has a bona fide request from any other party to lease an area including or in close proximity to the Leased Premises area, Tenant agrees to provide Landlord, within sixty (60) days, the radio frequencies currently in operation or to be operated in the future of each transmitter and receiver installed and operational on the Leased Premises at the time of such request. Landlord may then have an independent, registered professional engineer of Landlord's choosing perform the necessary interference studies to determine if the new applicant's frequencies will cause harmful radio interference to Tenant. Landlord shall require the new applicant to pay for such interference studies.
- (d) Interference - New Occupants. Landlord agrees that it will not grant a future lease in the Leased Premises area to any party who is of equal or lower priority to Tenant, if such party's use is reasonably anticipated to interfere with Tenant's operation of its Tenant Facilities. Landlord agrees further that any future lease of the Leased Premises area will prohibit a user of equal or lower priority from interfering with the Tenant Facilities. Landlord agrees that it will require any subsequent occupants of the Leased Premises area of equal or lower priority to Tenant to provide Tenant these same assurances against interference. Landlord shall have the right to cause the elimination of any interference with the operations of Tenant caused by such subsequent occupants. If such interference is not eliminated, Tenant shall have the right to terminate this Lease or seek injunctive relief against the interfering occupant, at Tenant's expense.

15. Assignment and Subletting. Tenant may not assign, sublet, or otherwise transfer all or any part of its interest in this Agreement or in the Premises without the prior written consent of Landlord, provided, however, that Tenant may assign its interest to its parent company, any subsidiary or affiliate of it or its parent company or to any successor-in-interest or entity acquiring fifty percent (50%) or more of its stock or assets, subject to any financing entity's interest, if any, in this Lease as set forth in Paragraph 26 below. Landlord may assign this Agreement upon written notice to Tenant, subject to the assignee assuming all of Landlord's obligations herein, including but not limited to, those set forth in Paragraph 26 below. Notwithstanding anything to the contrary contained in this Lease, Tenant may assign, mortgage, pledge, hypothecate or otherwise transfer without consent its interest in this Lease to any financing entity, or agent on behalf of any financing entity to whom Tenant: (i) has obligations for borrowed money or in respect of guaranties thereof; (ii) has obligations evidenced by bonds, debentures, notes or similar instruments; or (iii) has

obligations under or with respect to letters of credit, bankers acceptances and similar facilities or in respect of guaranties thereof.

16. **Condemnation.** In the event the whole of the Leased Premises is taken by eminent domain and, as a result, Tenant is unable to operate the Tenant Facilities, this Lease shall terminate as of the date title to the Leased Premises vests in the condemning authority. In the event a portion of the Leased Premises is taken by eminent domain, either party shall have the right to terminate this Lease as of said date of title transfer, by giving thirty (30) days' written notice to the other party. In the event of any taking under the power of eminent domain, Tenant shall not be entitled to any portion of the award paid for the taking and the Landlord shall receive full amount of such award. Tenant hereby expressly waives any right or claim to any portion thereof. Although all damages, whether awarded as compensation for diminution in value of the leasehold or to the fee of the Leased Premises, shall belong to Landlord, Tenant shall have the right to claim and recover from the condemning authority, but not from Landlord, such compensation as may be separately awarded or recoverable by Tenant for relocation benefits or assistance.

17. **Disputes.** Any claim, controversy or dispute arising out of this Lease not resolved within thirty (30) days following notice of the dispute, shall be submitted first and promptly to mediation. Each party shall bear its own costs of mediation and shall share equally the common costs of mediation. If mediation does not result in settlement within forty-five (45) days after the matter was submitted to mediation, either party may pursue all available remedies in any court of competent jurisdiction.

18. **Enforcement and Attorneys' Fees.** In the event that either party to this Lease shall bring a claim in court to enforce any rights hereunder, the prevailing party shall be entitled to recover costs and reasonable attorneys' fees incurred as a result of such claim.

19. **Notices.** All notices hereunder must be in writing and shall be deemed validly given if sent by certified mail, return receipt requested, addressed as follows (or any other address that the party to be notified may have designated to the sender by like notice):

If to Landlord: City of Roseville
 City Manager
 2660 Civic Center Drive
 Roseville, MN 55113

To Tenant: DISH Wireless L.L.C.
 Attn: Lease Administration / MNMSP00079B
 5701 South Santa Fe Drive
 Littleton, Colorado 80120

20. **Authority.** Each of the individuals executing this Lease on behalf of the Tenant or the Landlord represents to the other party that such individual is authorized to do so by requisite action of the party to this Lease.

21. **Binding Effect.** This Lease shall run with the Property. This Lease shall extend to and bind the heirs, personal representatives, successors and assigns of the parties hereto.

22. **Complete Lease; Amendments.** This Lease constitutes the entire agreement and understanding of the parties and supersedes all offers, negotiations, and other agreements or understandings of any kind concerning Tenant's occupancy and use of the Leased Premises. Any modification of or amendment to this Lease must be in writing and executed by both parties.

23. **Governing Law.** This Lease shall be construed in accordance with the laws of the State of Minnesota.

24. **Severability.** If any term of this Lease is found be void or invalid, such invalidity shall not affect the remaining terms of this Lease, which shall continue in full force and effect.

25. **Memorandum.** Upon request by either party, the parties agree to promptly execute and deliver a recordable Memorandum of this Lease in a form acceptable to both parties which may be recorded by the party requesting the Memorandum of Lease.

26. **Warranty of Title and Quiet Enjoyment.** Landlord warrants that: (i) Landlord owns an interest in the Property and has rights of access thereto; (ii) Landlord has right to make and perform this Agreement; and (iii) Landlord covenants and agrees with Lessee, subject to Paragraph 5(b) above, that upon Lessee paying the Rent and observing and performing all the terms, covenants and conditions on Lessee's part to be observed and performed, Lessee may peacefully and quietly enjoy the Premises.

IN WITNESS WHEREOF, the parties hereto have set their hands and affixed their respective seals the day and year first above written.

LANDLORD:

**City of Roseville,
a Minnesota municipal corporation**

By: _____
Mayor

By: _____
City Manager

Tax ID#: 41-6005011

STATE OF MINNESOTA)
) ss.
COUNTY OF RAMSEY)

The foregoing instrument was acknowledged before me this ____ day of _____, 2023,
by _____ and _____, the Mayor and City Manager, respectively, of
the City of Roseville, on behalf of the City.

Notary Public

TENANT: DISH Wireless L.L.C., a Colorado limited liability company

By: _____

Printed Name: _____

Title: _____

Date: _____, 2023.

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 20____,
by _____, the _____, of _____, on
behalf of the corporation.

Notary Public

EXHIBIT A

Legal Description

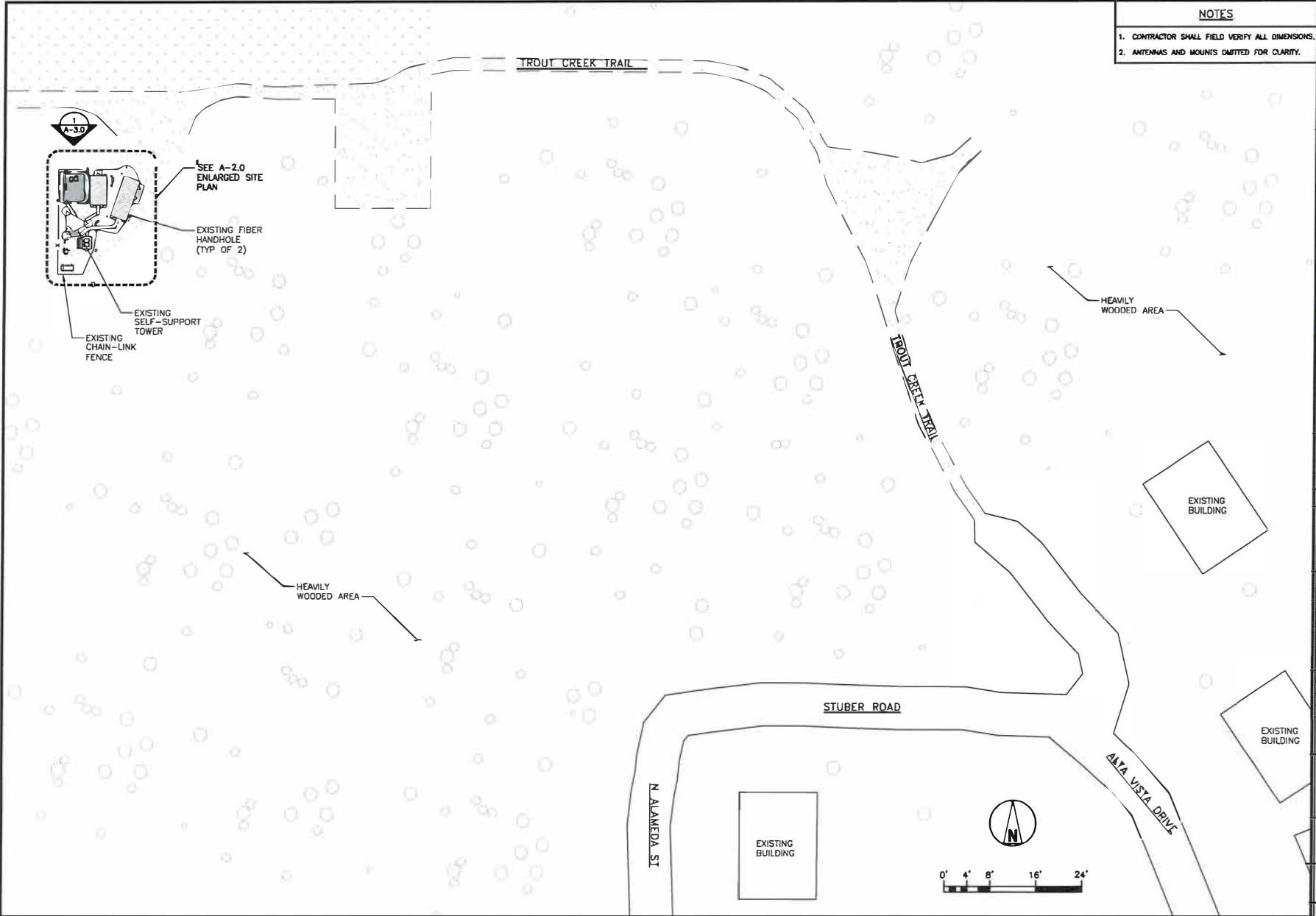
Address: 1901 Alta Vista Drive, Roseville, MN 55112

Parcel ID: 142923420001

Legal Description: Tract F: The West 3 Acres of Lot 10, ASYLUM OUTLOTS, Ramsey County, Minnesota, And That part of the Northeast Quarter of the Northwest Quarter of the Southeast Quarter of Section 14, Township 29, Range 23, Ramsey County, Minnesota described as follows: Beginning at the North East corner of the North East quarter, of the North West quarter, of the South East quarter, of Section No. Fourteen (14), Township No. Twenty Nine (29) of Range No. Twenty Three (23) West of the 4th P.M.; thence West along the North line of the above described land Four Hundred (400) feet to a point; thence South, at right angles with the last above named line, Three Hundred and Seventy-seven $\frac{5}{10}$ ($377.5/10$) feet to a point; thence East Four Hundred (400) feet, to the East line of the land above described; thence North Three Hundred and Seventy-seven $\frac{5}{10}$ feet along said East line to the place of beginning. Containing Three and Forty six hundredth (3.46) acres of land.

EXHIBIT B

Leased Premises



- NOTES
1. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS.
 2. ANTENNAS AND MOUNTS OMITTED FOR CLARITY.

5701 SOUTH SANTA FE DRIVE
LITTLETON, CO 80120

7171 WEST 95TH STREET, SUITE 600
OVERLAND PARK, KANSAS 66212

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A FULLY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DocuSigned by:

Signature
Kevin Van Maele, P.E.
5/23/2023
50153
Reg. NO.
Discipline covered by this certification: CE

IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT.

CHECKED BY:	APPROVED BY:
HRL	JJS

RFDS REV #: 2

CONSTRUCTION DOCUMENTS

SUBMITTALS		
REV	BY	DATE
A	MMA	11/16/22
O	MMA	12/29/22
1	HRL	04/18/23
2	TJM	05/23/23

AKE PROJECT NUMBER
MNMSPO00798

DISH WIRELESS PROJECT INFORMATION
1901 ALTA VISTA DR.
ROSEVILLE
MN, 55113

SHEET TITLE
OVERALL
SITE PLAN

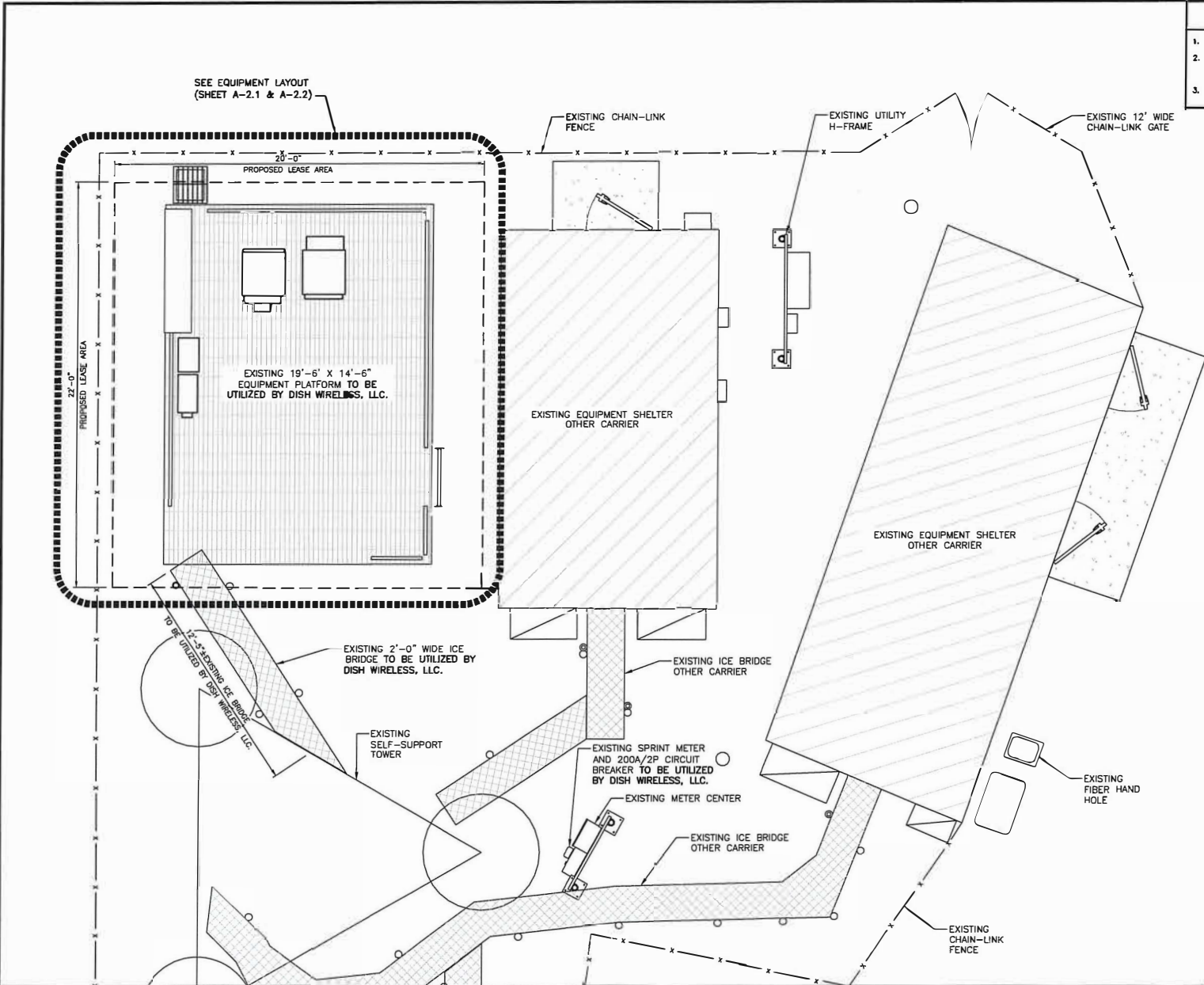
SHEET NUMBER
A-1

FILE NUMBER
-

OVERALL SITE PLAN

1/8" = 1'-0" (22"x34")
1/16" = 1'-0" (11"x17")

1



- NOTES**
1. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS.
 2. CONTRACTOR SHALL MAINTAIN A 10'-0" MINIMUM SEPARATION BETWEEN THE PROPOSED GPS UNIT, TRANSMITTING ANTENNAS AND EXISTING GPS UNITS.
 3. ANTENNAS AND MOUNTS OMITTED FOR CLARITY.

5701 SOUTH SANTA FE DRIVE
LITTLETON, CO 80120

7171 WEST 95TH STREET, SUITE 600
OVERLAND PARK, KANSAS 66212

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DocuSigned by:

Kevin Van Maele, P.E.
9/23/2023
Exp. No: 50153
Discipline covered by this certification: Civil

IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT.

CHECKED BY:	APPROVED BY:
HRJ	JJS

RFDS REV #: 2

CONSTRUCTION DOCUMENTS

SUBMITTALS	
REV	DATE
A	11/16/22
O	12/29/22
1	04/19/23
2	05/23/23

A&E PROJECT NUMBER
MNMSP000798

DISH WIRELESS PROJECT INFORMATION
1901 ALTA VISTA DR.
ROSEVILLE
MN, 55113

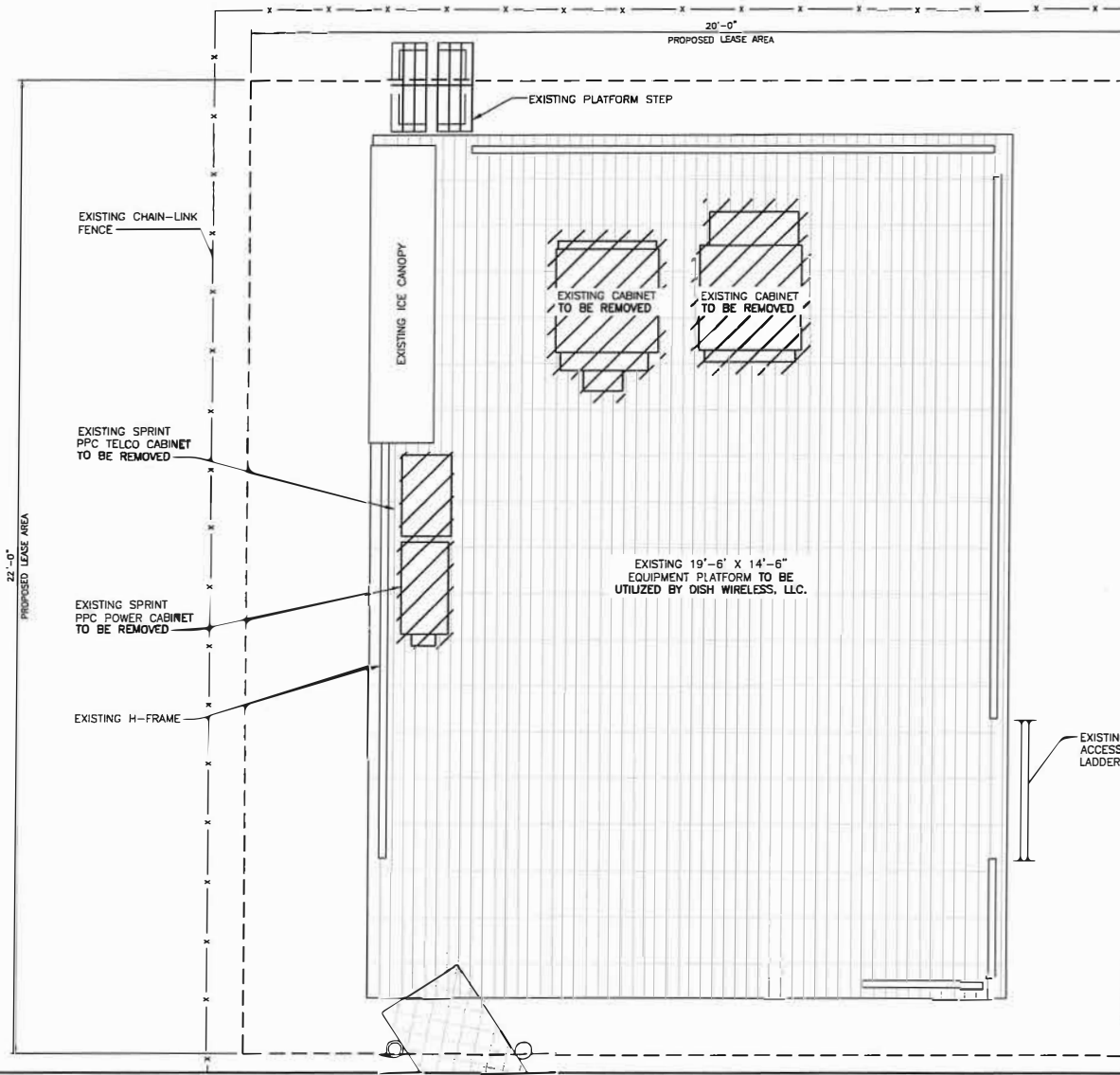
SHEET TITLE
ENLARGED
SITE PLAN

SHEET NUMBER
A-2.0

FILE NUMBER
-

ENLARGED SITE PLAN

3/8" = 1'-0" (22"x34")
3/16" = 1'-0" (11"x17")



EXISTING EQUIPMENT LAYOUT

NOTES

1. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS.
2. CONTRACTOR SHALL MAINTAIN A 10'-0" MINIMUM SEPARATION BETWEEN THE PROPOSED GPS UNIT, TRANSMITTING ANTENNAS AND EXISTING GPS UNITS.
3. ANTENNAS AND MOUNTS OMITTED FOR CLARITY.



EXISTING EQUIPMENT SHELTER
OTHER CARRIER



5701 SOUTH SANTA FE DRIVE
LITTLETON, CO 80120



7171 WEST 95TH STREET, SUITE 800
OVERLAND PARK, KANSAS 66212

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A FULLY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DocuSigned by:

Kevin VanMaale

Signature

Kevin VanMaale, P.E.

5/23/2023

Date

Discipline covered by this certification: CE

50153

Reg. NO.

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CHECKED BY: HRL
APPROVED BY: JUS

RFDS REV #: 2

CONSTRUCTION DOCUMENTS

SUBMITTALS			
REV	BY	DATE	DESCRIPTION
A	MA	11/18/22	ISSUED FOR REVIEW
B	MA	3/29/23	ISSUED FOR CONSTRUCTION
1	HRL	04/18/23	2ND PARTY REVIEW COMMENTS
2	TJR	05/23/23	2ND PARTY REVIEW COMMENTS

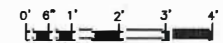
AME PROJECT NUMBER
MNMSPO0079B

DISH WIRELESS PROJECT INFORMATION
1901 ALTA VISTA DR.
ROSEVILLE
MN, 55113

SHEET TITLE
EXISTING
EQUIPMENT LAYOUT

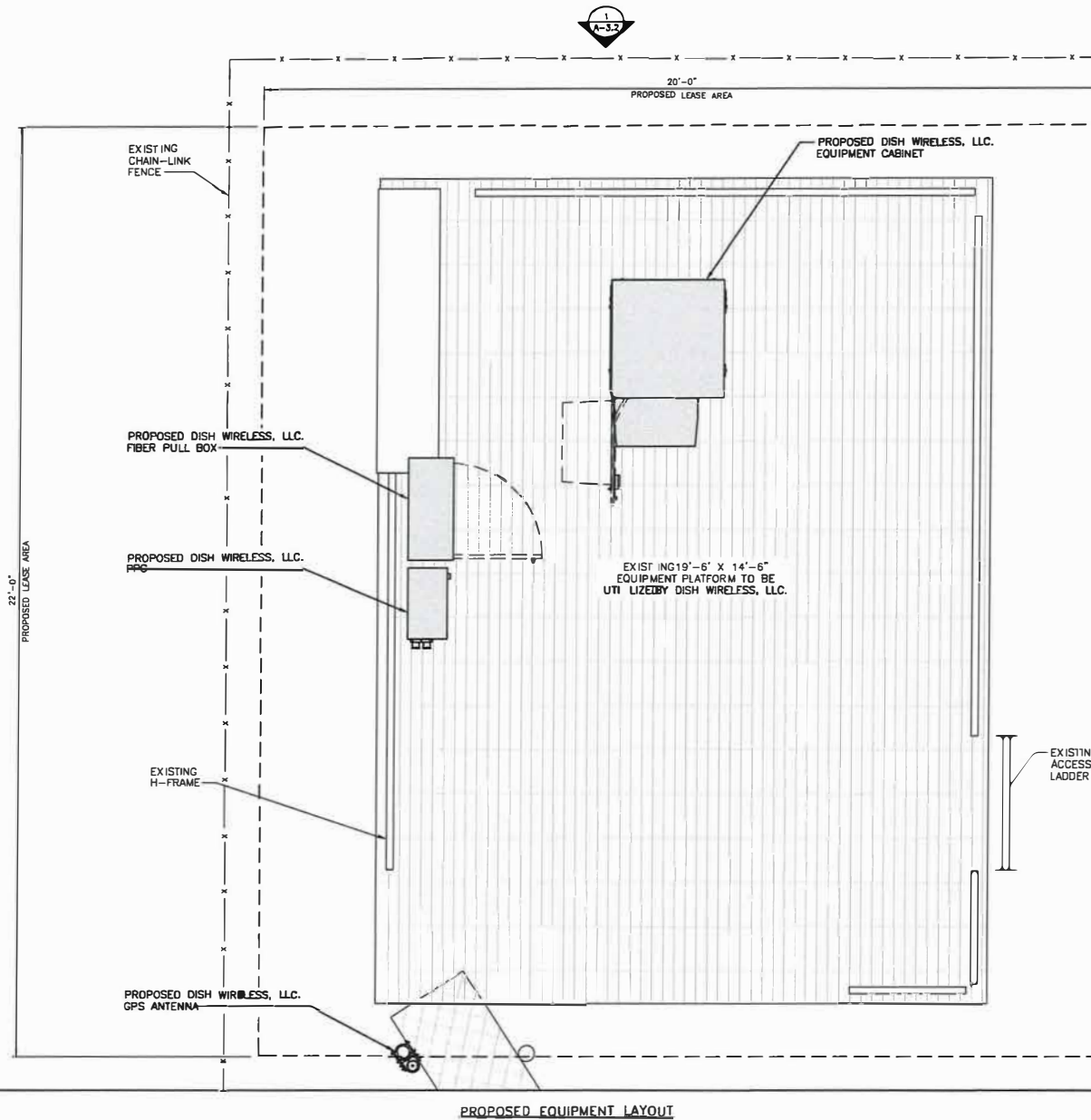
SHEET NUMBER
A-2.1

FILE NUMBER



3/4" = 1'-0" (22"x34")
3/8" = 1'-0" (11"x17")

1



- ### NOTES
1. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS.
 2. CONTRACTOR SHALL MAINTAIN A 10'-0" MINIMUM SEPARATION BETWEEN THE PROPOSED GPS UNIT, TRANSMITTING ANTENNAS AND EXISTING GPS UNITS.
 3. ANTENNAS AND MOUNTS OMITTED FOR CLARITY.

dish
wireless.

5701 SOUTH SANTA FE DRIVE
LITTLETON, CO 80120



7171 WEST 95TH STREET, SUITE 600
OVERLAND PARK, KANSAS 66212

I HEREBY CERTIFY THAT THIS PLAN,
SPECIFICATION, OR REPORT WAS PREPARED BY
ME OR UNDER MY DIRECT SUPERVISION AND THAT
I AM A DULY LICENSED PROFESSIONAL ENGINEER
UNDER THE LAWS OF THE STATE OF MINNESOTA.

DocuSigned by:
Kevin Van Maele
0100022016E44E9
Signature
Kevin VanMaele, P.E.
5/23/2023
50153
Reg. NO.
Discipline covered by this certification Civil

IT IS A VIOLATION OF LAW FOR ANY PERSON
UNLESS THEY ARE ACTING UNDER THE DIRECTION
OF A LICENSED PROFESSIONAL ENGINEER,
TO ALTER THIS ENCLOSURE.

CHECKED BY:	APPROVED BY:
HRI.	JJS

RFDS REV 1: 2

CONSTRUCTION
DOCUMENTS

SUBMITTALS

REV	BY	DATE	DESCRIPTION
A	WAA	11/18/22	ISSUED FOR REVIEW
D	WAA	12/28/22	ISSUED FOR CONSTRUCTION
1	IBL	04/18/23	3RD PARTY REVIEW COMMENTS
2	TJR	05/23/23	3RD PARTY REVIEW COMMENTS

A&E PROJECT NUMBER

MNMSP00079B

DISH WIRELESS PROJECT INFORMATION

1901 ALTA VISTA DR.
ROSEVILLE
MN, 55113

SHEET TITLE
PROPOSED
EQUIPMENT LAYOUT

SHEET NUMBER

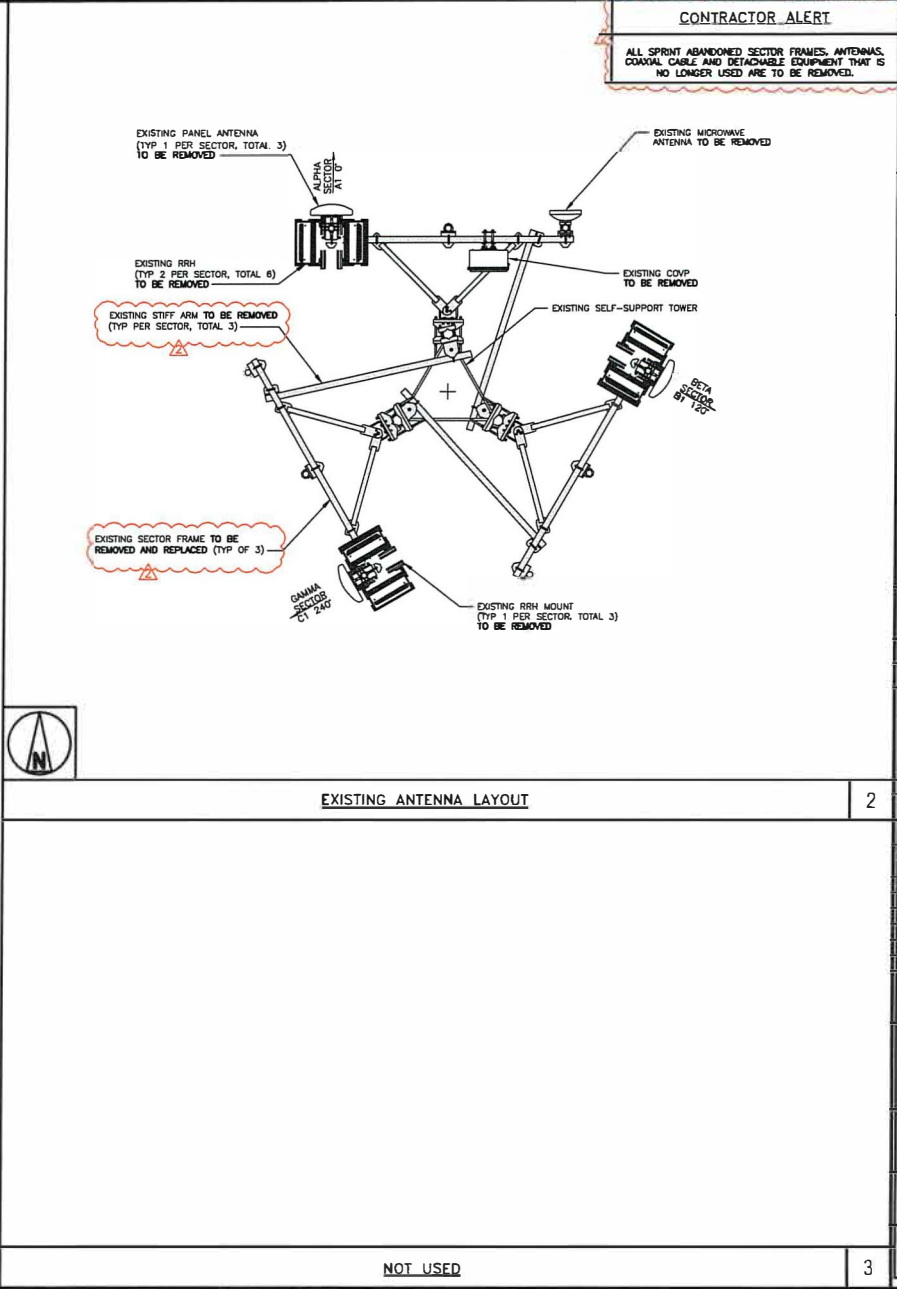
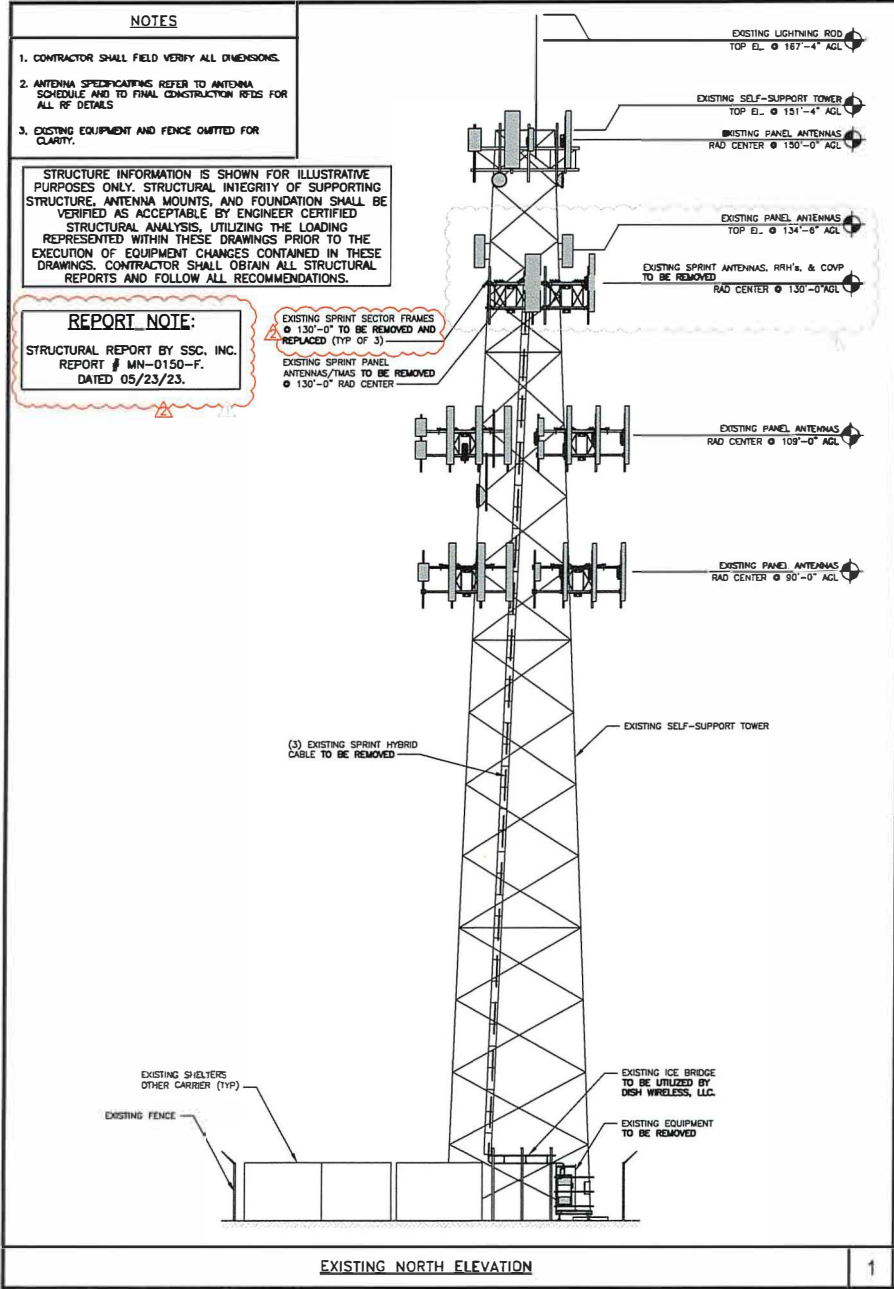
A-2.2

FILE NUMBER

3/4" = 1'-0" (22"x34")
3/8" = 1'-0" (11"x17")

EXHIBIT C

Tenant Facilities



dish wireless.

5701 SOUTH SANTA FE DRIVE
LITTLETON, CO 80120

SSC

7171 WEST 95TH STREET, SUITE 600
OVERLAND PARK, KANSAS 66212

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DocuSigned by:
Kevin VanMaele
Signature
Kevin VanMaele, P.E.
5/23/2023

50153
Reg. NO.

Discipline covered by this certification: *SSC*

IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT.

CHECKED BY: HRL
APPROVED BY: JUS

RFDS REV #: 2

CONSTRUCTION DOCUMENTS

REV	BY	DATE	DESCRIPTION
A	MAA	11/18/22	ISSUED FOR REVIEW
B	MAA	12/29/22	ISSUED FOR CONSTRUCTION
1	HRL	04/18/23	3RD PARTY REVIEW COMMENTS
2	JUS	05/23/23	3RD PARTY REVIEW COMMENTS

A&E PROJECT NUMBER
MNMSP000798

DISH WIRELESS PROJECT INFORMATION
1901 ALTA VISTA DR.
ROSEVILLE
MN, 55113

SHEET TITLE
EXISTING ELEVATION,
ANTENNA & LAYOUT

SHEET NUMBER
A-3.0

FILE NUMBER
-

Upon Recording, Return to:

DISH Wireless L.L.C.
 Attention: Lease Administration
 5701 S. Santa Fe Dr.
 Littleton, CO 80120
Re: MNMSP00079B

(Space above for Recorder's Office)

MEMORANDUM OF SITE LEASE AGREEMENT

This Memorandum of Site Lease Agreement ("**Memorandum**") is made this ____ day of _____, 20__, by and between City of Roseville, a Minnesota municipal corporation ("**Landlord**"), having a place of business at 2660 Civic Center Drive Roseville, MN 55113, and DISH Wireless L.L.C., a Colorado limited liability company ("**Tenant**"), having a place of business at 9601 South Meridian Boulevard, Englewood, Colorado 80112. Tenant and Landlord are at times collectively referred to hereinafter as the "**Parties**" or individually as the "**Party**." This Memorandum is summarized as follows:

1. Tenant and Landlord entered into a Site Lease Agreement ("**Agreement**") with an effective date of _____, 20__, for the purpose of installation, operation, maintenance, and management of a wireless communications facility. All of the foregoing, in addition to the provisions set forth in the Agreement between the Parties, are incorporated by reference and made a part herein.
2. Landlord, or one of its affiliates, is the owner of a certain portion of real property located at 1901 Alta Vista Drive, Roseville, Minnesota 55113 being more particularly described in **Exhibit A**, attached hereto and made a part herein (the "**Property**").
3. Landlord has leased to Tenant and Tenant has leased from Landlord, space for Tenant's equipment installation on the Property in the locations as described or depicted in **Exhibit B**, attached hereto and made a part hereof (the "**Premises**"), that includes certain right of ways or grants of easements for access and utilities as provided in the Agreement (which may or may not be described or depicted in **Exhibit B**) which easements are in effect, or may be acquired, or granted, throughout the term of the Agreement as renewed or extended subject to the terms and conditions as set forth in the Agreement.

4. The Agreement has an Initial Term of sixty (60) months commencing on the **Commencement Date**, as defined in the Agreement. Tenant shall have the right, at its election, to extend the term of the Agreement, by two (2) additional terms of sixty (60) months each or in any other such manner as prescribed in the Agreement. If all options to renew are exercised, the Agreement will have a term of fifteen (15) years from the Commencement Date.
5. Landlord and Tenant possess duplicate copies of the originals of the Agreement at the addresses set forth above and reference should be made thereto for a more detailed description thereof and for resolution of any questions pertaining thereto.
6. It is expressly understood and agreed by all Parties that the sole purpose of this Memorandum is to give record notice of the Agreement; it being distinctly understood and agreed that said Agreement constitutes the entire agreement between Landlord and Tenant with respect to the Premises and is hereby incorporated by reference. The Agreement contains and sets forth additional rights, terms, conditions, and obligations not enumerated within this Memorandum which govern the Agreement. This Memorandum is for information purposes only and nothing contained herein may be deemed in any way to modify or vary any of the terms or conditions of the Agreement. In the event of any inconsistency between the terms of the Agreement and this Memorandum, the terms of the Agreement shall control. The rights and obligations set forth in the Agreement shall be binding upon and inure to the benefit of the Parties and their respective heirs, representatives, successors, and assigns.

[Reminder of page intentionally left blank. Signature page follows.]

IN WITNESS WHEREOF, the Parties have executed this Memorandum of Site Lease Agreement as of the day and year last written below.

LANDLORD:

City of Roseville

TENANT:

DISH Wireless L.L.C.

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

[Remainder of page intentionally left blank. Acknowledgement page follows.]

LANDLORD'S ACKNOWLEDGMENT

STATE OF _____)
) SS:
COUNTY OF _____)

On this _____ day of _____, 20____, before me, the undersigned a Notary Public in and for the county and state aforesaid, personally appeared _____(person/company) to me known to be the identical persons who executed the within and foregoing instrument as its Mayor and City Manager, and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of said **City of Roseville**, for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

Notary Public

My Commission Expires: _____
Commission No: _____

TENANT'S ACKNOWLEDGMENT

STATE OF _____)
) SS:
COUNTY OF _____)

On this _____ day of _____, 20____, before me, the undersigned a Notary Public in and for the county and state aforesaid, personally appeared _____ of DISH Wireless L.L.C. to me known to be the identical person who executed the within and foregoing instrument as its _____(title), and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of said **DISH Wireless L.L.C.**, for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

Notary Public

My Commission Expires: _____
Commission No: _____

EXHIBIT A

Legal Description of the Property

Property Address: 1901 Alta Vista Drive, Roseville, MN 55112

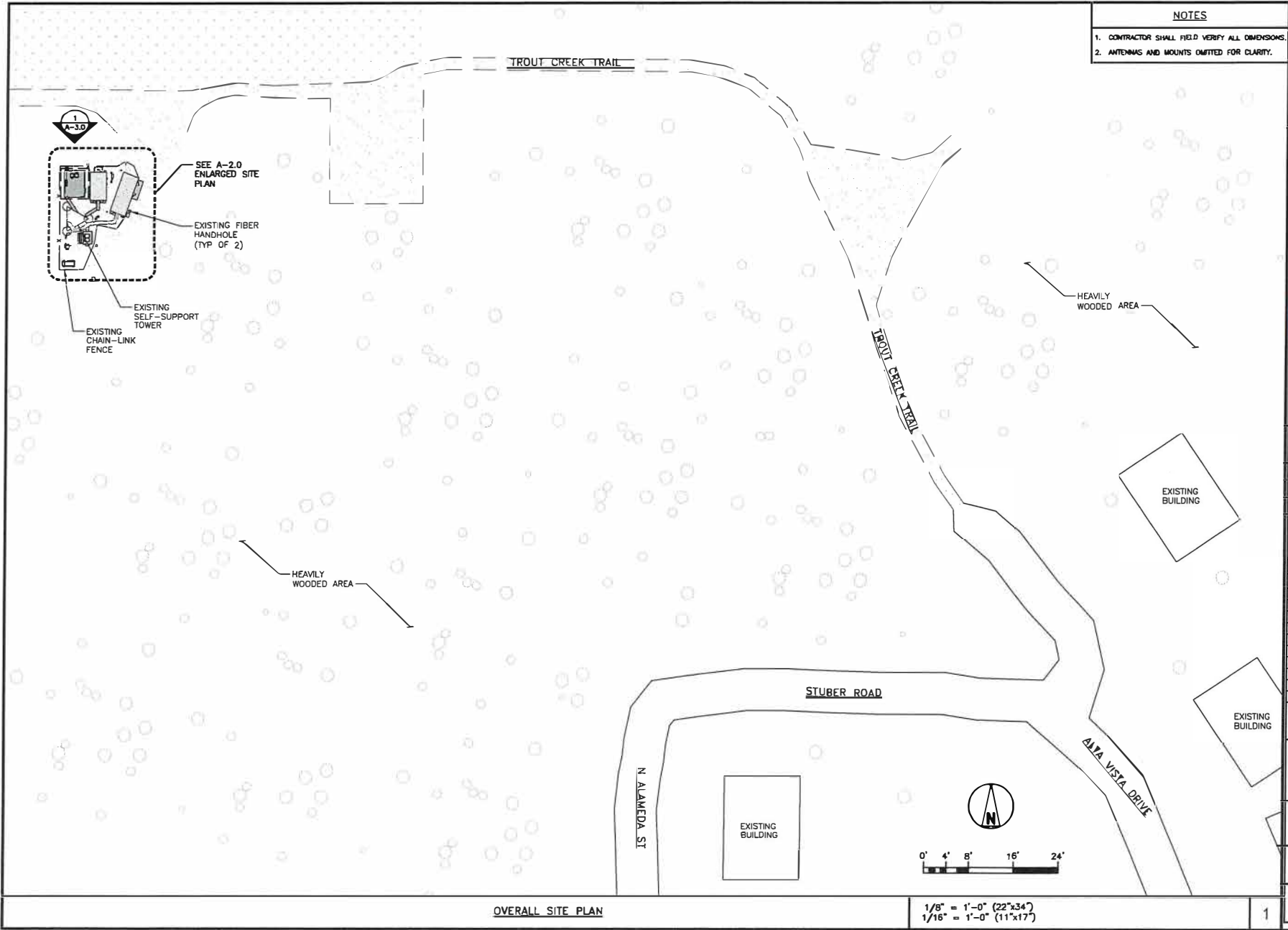
Parcel Identification Number: 142923420001

Legal Description of the Property:

Tract F: The West 3 Acres of Lot 10, ASYLUM OUTLOTS, Ramsey County, Minnesota, And That part of the Northeast Quarter of the Northwest Quarter of the Southeast Quarter of Section 14, Township 29, Range 23, Ramsey County, Minnesota described as follows: Beginning at the North East corner of the North East quarter, of the North West quarter, of the South East quarter, of Section No. Fourteen (14), Township No. Twenty Nine (29) of Range No. Twenty Three (23) West of the 4th P.M.; thence West along the North line of the above described land Four Hundred (400) feet to a point; thence South, at right angles with the last above named line, Three Hundred and Seventy-seven $\frac{5}{10}$ ($377.5/10$) feet to a point; thence East Four Hundred (400) feet, to the East line of the land above described; thence North Three Hundred and Seventy-seven $\frac{5}{10}$ feet along said East line to the place of beginning. Containing Three and Forty six hundredth (3.46) acres of land.

EXHIBIT B

The Premises



- NOTES**
1. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS.
 2. ANTENNAS AND MOUNTS OMITTED FOR CLARITY.

5701 SOUTH SANTA FE DRIVE
LITTLETON, CO 80120

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DocuSigned by:
Kevin Van Maele
Signature
Kevin Van Maele, P.E.
5/23/2023
Date
50153
Reg. No.
Discipline covered by the certification: CEN

IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT.

CHECKED BY:	APPROVED BY:
HRL	JVS

RFD REV #: 2

CONSTRUCTION DOCUMENTS

SUBMITTALS	
REV	DESCRIPTION
A	11/18/22 REVISION FOR REVIEW
B	12/29/22 REVISION FOR CONSTRUCTION
1	04/18/23 2ND PARTY REVIEW COMMENTS
2	05/13/23 3RD PARTY REVIEW COMMENTS

A&E PROJECT NUMBER
MNMSP000798

DISH WIRELESS PROJECT INFORMATION
**1901 ALTA VISTA DR.
ROSEVILLE
MN, 55113**

SHEET TITLE
**OVERALL
SITE PLAN**

SHEET NUMBER
A-1

FILE NUMBER
-

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8/21/2023
Item No.: 10.h.

Department Approval



City Manager Approval



Item Description: Approve First Amendment to New Cingular Wireless Antenna Lease at Alta Vista Tower

Background

The City allows cellular companies to lease space at various City facilities and towers within Roseville. The Alta Vista Tower is located on City property and owned by T-Mobile (formerly Sprint) and managed by Crown Castle. The agreement for the tower on City property allows for the City to lease space on the Alta Vista Tower to other wireless providers. New Cingular Wireless has a lease agreement (Attachment 1) at the Alta Vista Tower and has requested an additional 40 square feet of ground lease space to install a new generator to support their equipment.

The New Cingular Wireless first lease amendment (Attachment 2) considers the installation and operation of a generator, enclosure fencing and associated wiring. The City's attorney has reviewed the lease.

Policy Objectives

The City maintains several leases agreements to allow private organizations to use space on various City-owned properties.

Racial Equity Impact Summary

This council action has no anticipated impacts to racial equity.

Budget Implications

The rent will increase by \$200 per month, subject to adjustments in the original lease. Antenna rental proceeds go to the City's IT Operations/General fund.

Staff Recommendations

Staff recommends the City Council approve the first Amendment to the New Cingular Wireless Lease Agreement.

Requested Council Action

Motion approving the first Amendment to the New Cingular Wireless Lease Agreement.

Prepared by: Stephanie Smith, Assistant City Engineer

Attachments:

1. New Cingular Wireless Lease Agreement
2. First Lease Amendment
3. Memorandum of Lease Agreement

LEASE AGREEMENT

This Lease Agreement ("Lease") is entered into this 14th day of August, 2006 by and between the City of Roseville, a Minnesota municipal corporation ("Owner") and New Cingular Wireless PCS, LLC, a Delaware limited liability company with principal offices at 6100 Atlantic Boulevard, Norcross, GA 30071 ("Lessee").

Lessee desires to lease a portion of the Owner's property for the location and operation of wireless telecommunications equipment, as well as rights of way for ingress and egress of utilities thereto.

In consideration of the terms and conditions of this Lease, the parties agree as follows:

1. Leased Premises. Owner hereby leases to Lessee a portion of the property located at 1901 Alta Vista Drive, Roseville, Minnesota 55113, and legally described on Exhibit A. The tower and the City's land shall be referred to as "Owner's Property" or the "property". The property interests leased and granted by the Owner to the Lessee (collectively the "Premises") are the following:

- a) Ground space comprised of approximately 240 square feet (12' x 20') usable square feet, exact amount to be fixed by parties and described on Exhibit A.
- b) Structure exterior space for attachment of antennas.
- c) Space required for cable runs to connect equipment and antennas.
- d) Non-exclusive easements required to run utility lines and cables.
- e) Non-exclusive easement across Owner's Property for access.

No other space or property interests are being leased to the Lessee except as described as above and as described on Exhibit A.

2. Term/Renewals.

- a) The initial term of this lease shall be five years, commencing on September 1, 2006 (the "Commencement Date") or the date that Lessee commences construction on the Premises, whichever is sooner, and ending August 31, 2011;
- b) Lessee shall have the right to extend this Lease for four (4) additional and successive five-year renewal terms subject to (c) below;
- c) This Lease shall automatically be renewed for each successive renewal term unless; (1) Lessee notifies the Owner of its intention not to renew the Lease at least ninety (90) days prior to the end of any initial or renewal term; or (2) Lessee is in default of any of the terms or conditions of the Lease.

3. Rent.

- a) On the Commencement Date, the Lessee shall pay Owner, as rent, the sum of twenty-two thousand and No/100 Dollars (\$22,000.00) per year, payable in advance in equal monthly installments based upon Lessee's installation as shown on Exhibit B. Lessee's first installment of rent shall be prorated for any partial month and be paid to Owner within twenty (20) days after the Commencement Date, and all subsequent payments will be made in advance on or before the 1st day of each month.
- b) The rent shall be increased annually, commencing September 1, 2007 and on September 1 of each subsequent year by 3% per annum.
- c) Lessee may not add additional equipment and/or antennas from that shown in Exhibit B without approval of Owner, not to be unreasonably withheld, conditioned, or delayed and an addendum agreement for additional rent.
- d) If the Lease is terminated, rent shall be pro-rated to the termination date.

4. Property Use. Lessee may use the Premises for the installation, operation, and maintenance of facilities for the transmission and reception of radio communication signals in such frequencies as may be assigned to Lessee by the Federal Communications Commission (the "FCC") and for the installation, operation, maintenance, and use of related equipment in accordance with the terms of this Lease. This use shall be non-exclusive. Lessee shall use the Property in compliance with all federal, state, and local laws and regulations. Owner agrees to reasonably cooperate with Lessee in obtaining, at Lessee's expense, including the reimbursement of Owner's reasonable attorney and administrative fees at a cost not to exceed \$500.00, any federal licenses and permits required for Lessee's use of the Property.

5. Installation of Equipment and Leasehold Improvements.

- a) Lessee shall have the right, at its sole cost and expense, to erect, install, operate on the Premises, and maintain the same in accordance with good engineering practices, and in compliance with all applicable FCC rules and regulations, the necessary equipment, personal property, and facilities which include radio transmitting and receiving antennas not to exceed that designated in Exhibit B (the "Antenna Facilities").
- b) Lessee's installation of all such Antenna Facilities shall be done according to plans approved by Owner, which approval shall not unreasonably be withheld, conditioned, or delayed. Owner shall approve or object to such plans within thirty (30) days of receipt, and failure to make any objection within said thirty (30) days shall be deemed approval by Owner. Any damage done to Owner's property during installation or operations itself during installation and operations shall be repaired or replaced at Lessee's expense and to Owner's reasonable satisfaction.
- c) Lessee shall provide Owner with a Site Plan as detailed in Exhibit B. Said drawings shall include a detailed inventory of all equipment and personal property installed by Lessee.

- d) The manner in which the Lessee's Antenna Facilities are erected shall be subject to prior approval by Owner, which shall not unreasonably withheld, conditioned, or delayed. Owner shall approve or object to the manner of attachment within thirty (30) days of receipt of such plans, and failure to make any objection within said thirty (30) day period shall be deemed approval by Owner.

6. Equipment Upgrade. Lessee may update or replace the Antenna Facilities from time to time with prior written approval of Owner, which approval shall not be unreasonably withheld, conditioned, or delayed provided that the replacement facilities are not greater in number, weight, size or volume than the existing facilities and that any change in their location on the leased Premises is satisfactory to Owner in its reasonable discretion. Lessee shall submit to Owner a detailed proposal for any such replacement facilities and supplemental materials as may be requested, for Owner's evaluation and approval. Owner shall approve or object to the manner of attachment within thirty (30) days of receipt of such plans, and failure to make any objection within said thirty (30) day period shall be deemed approval by Owner.

7. Maintenance.

- a) Lessee shall, at its own expense, maintain any equipment on or attached to the Property in a safe condition, in good repair, aesthetically pleasing, and in a manner suitable to Owner so as not to conflict with the use or other lease of the property by Owner. Lessee shall not unreasonably interfere with the working use of the Property, related facilities, or other equipment of additional lessees.
- b) Lessee shall have sole responsibility for the maintenance, repair, and security of its equipment, personal property, Antenna Facilities, and leasehold improvements, and shall keep the same in good repair and condition during the Lease term, including painting its equipment the same color as the tower.
- c) Lessee must keep the Premises free of debris or anything of a dangerous, noxious or offensive nature or which would create a fire or other hazard, undue vibration, heat or noise, interference, etc.
- d) When Owner paints or repairs its tower, it shall be the responsibility of the Lessee to provide adequate measures to cover Lessee's equipment, personal property or Antenna Facilities and protect such from paint and debris fallout which may occur. Owner will provide written notification to Lessee at least thirty (30) business days in advance, for any maintenance or repair that would impact Lessee's Antenna Facilities, except in emergency situations in which Owner will provide phone or email notification within twenty-four (24) hours of a recognized emergency. Owner will not remove, modify, relocate, or otherwise tamper with Lessee's equipment without Lessee's prior written consent.
- e) Lessee will fence off or otherwise have a physical barrier, meeting Owner's approval, separating its ground space from the Owner's ground space.

8. Property Access.

- a) Lessee, at all times during this Lease, shall have vehicle and pedestrian ingress and egress over the Property by means of the existing access, subject to notice requirements to Owner as set forth in Section (b) below.
- b) Lessee, at all times during this Lease, shall have 24-hours-a-day, 7-days-a-week access to the Property in order to install, operate, and maintain its Antenna Facilities. Lessee or its employees, agents, or subcontractors will be required to sign-in before entering onto the Property. Owner will be responsible for determining the sign-in location.
- c) Lessee is also granted the right, at its sole cost and expense, to enter upon the Owner's property to determine the property's suitability for any intended use of Lessee, which studies may include surveys, environmental evaluations, radio wave propagation measurements, field strength tests and such other studies as Lessee deems necessary or desirable.

9. Utilities. Owner represents to the best of its knowledge, that utilities adequate for Lessee's use of the Property are available. Lessee will pay for all utilities used by it at the Property. Owner will cooperate with Lessee in Lessee's efforts to obtain utilities from any location provided by Owner or the servicing utility.

10. Personal Property and Real Estate Taxes. Lessee will be responsible for payment of all personal property taxes assessed directly upon and arising solely from its use of the Antenna Facilities on the Premises. Lessee will pay to Owner any increase in real property taxes attributable solely to any improvements to the Premises made by Lessee within 60 days after receipt of satisfactory documentation indicating calculation of Lessee's share of such real estate taxes and payment of the real estate taxes by Owner. Owner will pay when due all other real estate taxes and assessments attributable to the property of Owner of which the Premise is a part.

11. Compliance with Statutes, Regulations, and Approvals. Lessee's use of the Premises herein is contingent upon its obtaining all certificates, permits, zoning, and other approvals that may be required by any federal, state or local authority (engineering study, radio frequency interference study, etc.). Lessee's Antenna Facilities and any other facilities shall be erected, maintained and operated in accordance with site standards, state statutes, rules and regulations now in effect or that thereafter may be issued by the FCC and related governing bodies.

12. Interference.

- a) Lessee's installation, operation, and maintenance of its Antenna Facilities shall not interfere in any way with Owner's tower operations or other City operations.
- b) Owner in no way guarantees to Lessee non-interference with Lessee's transmission operations but agrees to take reasonable action to eliminate or reasonably mitigate any interference with Lessee's equipment caused by Owner or an entity under the control of

Owner, provided Owner shall not be obligated to make any improvement to its Property or to physically relocate any equipment or other personal property.

- c) Notwithstanding anything in this section or this Lease to the contrary, the Owner shall not be obligated to take action which would adversely affect the City's public safety communications system.

13. Termination. Except as otherwise provided herein, this Lease may be terminated as follows: (a) by either party upon a default of any covenant or term hereof by the other party, which default is not cured within sixty (60) days of receipt of written notice of default to the other party (without, however, limiting any other rights of the parties at law, in equity, or pursuant to any other provisions hereof); (b) by Lessee upon 60 days written notice, if it is unable to obtain or maintain any license, permit, or other governmental approval necessary for the construction and/or operation of the Antenna Facilities or Lessee's business; (c) by Lessee upon 60 days written notice, if the Premises or Antenna Facilities are, or become unacceptable under the Lessee's design or engineering specifications for its Antenna Facilities or the communication system to which the Antenna Facilities belong.

Within 60 days written notice of termination of this Lease for any reason, Lessee shall remove its equipment, personal property, Antenna Facilities, and leasehold improvements from the Property, and shall repair any damage to the Owner's Property caused by such equipment, normal wear and tear and casualty excepted; all at Lessee's sole cost and expense and to reasonable satisfaction of the Owner. Any such property or facilities which are not removed by the end of 60 day period shall become the property of Owner.

14. Insurance.

- a) Lessee and Owner shall carry adequate insurance to protect the parties against any and all claims, demands, actions, judgments, expenses, and liabilities which may arise out of or result directly or indirectly from Lessee's use of the Property. Any applicable liability policy shall list the Owner as an additional insured and shall provide that it will be the primary coverage. The insurance coverage must include, at least, Comprehensive General Liability Insurance Coverage, including premises/operation coverage, bodily injury, property damage, independent contractors liability, completed operations coverage, and contractual liability coverage, in a combined single limit of not less than One Million Dollars (\$1,000,000) per occurrence, subject to One Million Dollars (\$1,000,000) aggregate. Lessee may satisfy this requirement by underlying insurance plus an umbrella policy. The Owner's insurance coverage must include, at least, Comprehensive General Liability Insurance coverage, including premises/operation coverage, bodily injury, property damage, independent contractor's liability, completed operations coverage, and contractual liability coverage, in a combined single limit of not less than Six Hundred Thousand Dollars (\$600,000) per occurrence, subject to Six Hundred Thousand Dollars (\$600,000) aggregate.

Lessee shall provide Owner, prior to the Commencement Date and before each renewal of the Lease term, evidence of the required insurance in the form of a certificate of

insurance issued by an insurance company licensed to do business in the State of Minnesota, which includes all coverage required in Paragraph above. Said certificate shall also provide that the coverage may not be canceled, non-renewed, or materially changed without thirty (30) days' written notice to Owner.

15. Damage or Destruction. If the Property or any portion thereof is destroyed or damaged so as to hinder its effective use of its Antenna Facilities, Lessee may elect to terminate this Lease upon thirty (30) days' written notice to Owner. In such event, all rights and obligations of the parties shall cease as of the date of the damage or destruction and Lessee shall be entitled to the reimbursement of any rent prepaid by the Lessee. If notice of termination is given, or if Owner undertakes to rebuild or resolving the damage or destruction of the Antenna Facility, Owner agrees to use its reasonable efforts to permit Lessee to place temporary transmission and reception facilities on the Property at no additional Rent until such time as Lessee is able to secure a replacement transmission location or the reconstruction of the Antenna Facility is completed.

16. Indemnification. Lessee and Owner mutually agree to the extent permitted by law, to indemnify, defend, and hold harmless each other and its elected officials, officers, employees, agents, and representatives, from and against any and all claims, costs, losses, expenses, demands, actions, or causes of action, including reasonable attorneys' fees and other costs and expenses of litigation, which may be asserted against or incurred by either party or for which either party may be liable, which arise from the negligence, willful misconduct, breach of this Lease, or other fault of the other party or its employees, agents, or subcontractors in the performance of this Lease or from the ownership and use of the Property, including but not limited to; the installation, operation, use, maintenance, repair, removal, or presence of Lessee's transmission facilities on the Property, and specifically including the representations and warranties of Paragraph 18(b) of this Lease, provided same is not due to the negligence, willful conduct, or breach of this Lease by the indemnified party or any of its elected officials, officers, employees, agents, contractors or representatives. Notwithstanding the foregoing provisions to the contrary, neither party shall have any liability for any damages coverable under a standard special form property insurance policy with respect to any equipment, real or personal or other improvements owned by the respective parties.

If either party fails or neglects to defend such actions when obligated to do so, the other party may defend the same and any expenses (including reasonable attorneys' fees) which it may pay or incur in defending said actions, as well as the amount of any judgment or settlement which it may be required to pay, shall promptly be reimbursed by the responsible party.

Notwithstanding anything to the contrary in this Lease, in no event will either party be liable to the other party for, or indemnify the other party against, punitive, indirect, incidental, special or consequential damages, including without limitation, loss of profits, income or business opportunities; provided, however, that this provision shall not release or reduce Lessee's obligation to pay rent in accordance with the terms of this Lease.

17. Notices. All notices, requests, demands, and other communications hereunder shall be in writing and shall be deemed given if personally delivered or mailed, certified mail, return receipt requested, or by a nationally recognized overnight courier service to the following addresses:

If to the Owner, to: City of Roseville
2660 Civic Center Drive
Roseville, MN 55113
Attn: Finance Department

If to Lessee, to: c/o Cingular Wireless LLC
Attn: Network Real Estate Administration
Re: Cell Site #: MPLSMN3472-A; Cell Site Name: Roselawn
6100 Atlantic Boulevard
Norcross, Georgia 30071

With a copy to:
Cingular Wireless
Attn.: Legal Department
Re: Cell Site #: MPLSMN3472-A; Cell Site Name: Roselawn
15 E Midland Ave.
Paramus, NJ 07652

18. Representations and Warranties.

- a) Owner represents that 1) it has full right, power, and authority to execute this Lease; 2) it has good and unencumbered title to the Property free and clear of any liens or mortgages; 3) Lessee shall have quiet enjoyment of the Property during the term of this Lease in accordance with its terms.
- b) Owner represents that Owner has no knowledge of any substance, chemical or waste on the Owner's Property that is identified as hazardous, toxic, or dangerous in any applicable federal, state, or local law or regulation.
- c) Lessee represents and warrants that its use of the Premises, herein, will not generate and it will not store or dispose on the Property nor transport to or over the Property any hazardous substance and further agrees to hold Owner harmless from and indemnify Owner against any release caused by Lessee of any such hazardous substance and any damage, loss, or expense or liability resulting from the breach of this representation or from Lessee's violation of any state or federal law by such release including all reasonable attorneys' fees, costs and penalties incurred as a result thereof except any release caused by the negligence of Owner, its employees, contractors or agents, other than such materials used in the ordinary course of Lessee's business in accordance with all applicable Laws and Regulations. "Hazardous substance" shall be interpreted broadly to mean any substance or material defined or designated as hazardous or toxic waste, hazardous or toxic materials, hazardous or toxic or radioactive substance, or other similar term by any federal, state or local environmental law, regulation or rule presently in effect or promulgated in the future, as such laws, regulations or rules may be amended from

time to time; and it shall be interpreted to include, but not be limited to, any substance which after release into the environment will or may reasonably be anticipated to cause sickness, death or disease.

19. No Liability on Owner. Owner shall not be liable for damage to Lessee's equipment or Antenna Facilities, and Owner shall not be liable for vandalism or malicious mischief caused by third parties, known or unknown.

20. Assignment.

- a) Lessee may not assign or sublet this Lease without the prior written consent of Owner, which consent shall not be unreasonably withheld, conditioned, or delayed. Notwithstanding the provisions of this paragraph, Lessee shall have the right, without Owner's consent, to assign this Lease to any parent subsidiary or affiliate of Lessee or any entity into which Lessee may be merged or consolidated or which purchases all or substantially all of the assets of the Lessee, as long as the Lessee remains obligated on the Lease. Any approved sublease that is entered into by the Lessee shall be subject to all of the provisions of this Lease.
- b) The parties acknowledge that this is a non-exclusive Lease. Nothing in this Lease shall preclude the Owner from leasing other space for communications equipment to any person or entity which may be in competition with Lessee, or any other party.

21. Successors and Assigns. This Lease shall run with the Property. This Lease shall be binding upon and inure to the benefit of the parties, their respective successors, personal representatives and assigns.

22. Miscellaneous.

- a) Each party agrees to furnish to the other, within thirty (30) days after written request, such truthful estoppel information as the other may reasonably request.
- b) This Lease constitutes the entire agreement and understanding of the parties and supersedes all offers, negotiations, and other agreements of any kind. There are no representations or understandings of any kind not set forth herein. Any modification of or amendment to this Lease must be in writing and executed by both parties. No provision of this Lease will be deemed waived by either party unless expressly waived in writing by the waving party. No waiver by either party of any provisions of this Lease shall be deemed a waiver of such provision with respect to any subsequent matter relating to such provision.
- c) This Lease shall be construed in accordance with the laws of the State of Minnesota.
- d) If any term of this Lease is found to be void or invalid, such invalidity shall not affect the remaining terms of this Lease, which shall continue in full force and effect.

- e) Upon request by either party, the parties agree to promptly execute and deliver a recordable memorandum of this Lease in a form acceptable to both parties which may be recorded by the party requesting the memorandum of lease.
- f) Owner waives any lien rights it may have, statutory or otherwise regarding Lessee's Antenna Facilities, all of which shall be deemed personal property, whether considered real or personal property under applicable state laws.

This Lease was executed as of the date first set above.

OWNER – CITY OF ROSEVILLE

Dated: 8/14, 2006 By:

Craig Klausning
Craig Klausning
Its: Mayor

And: Chris Miller
~~Neal Beets~~ Chris Miller
Its: City Manager
Interim

LESSEE – NEW CINGULAR WIRELESS PCS,
LLC, a Delaware limited liability
company

Dated: 7-26, 2006 By:

Mark Holm
Mark Holm
Its: Real Estate & Construction Manager

EXHIBIT A

TO LEASE AGREEMENT

LEGAL DESCRIPTION OF OWNER'S PROPERTY:

The West 3 acres of Lot 10, Asylum Outlots, Ramsey County, Minnesota and that part of the Northeast Quarter of the Southeast Quarter of Section 14, Township 29, Range 23, Ramsey County, Minnesota described as follows: Beginning at the northeast corner of the northeast quarter of the northwest quarter of the southeast quarter of Section No. Fourteen (14), Township No. Twenty-Nine (29) of Range Twenty Three (23) West of the 4th PM; thence west along the north line of the above described land four hundred (400) feet to a point; thence south at right angles with the last above named line, three hundred and seventy-seven 5/10 (377.5/10) feet to a point, thence east four hundred (400) feet, to the east line of the land above described, thence north three hundred and seventy-seven 5/10 feet along said line to the place of beginning. Containing three and forty six hundredth (3.46) acres of land.

Parcel # 14.29.23.42.0001

The property interests leased and granted by the Owner to the Lessee (collectively the "Premises") are the following:

- Ground space comprised of approximately 240 square feet, (12' x 20') usable square feet, see exhibit B for details
- Structure exterior space for attachment of antennas, see exhibit B for details
- Space required for cable runs to connect equipment and antennas, see exhibit B for details
- Non-exclusive easements required to run utility lines and cables, see exhibit B for details
- Non-exclusive easement across Owner's Property for access, see exhibit B for details

EXHIBIT B
TO LEASE AGREEMENT

See attached Site Plans

APPLICABLE BUILDING CODES AND STANDARDS

SUBCONTRACTOR'S WORK SHALL COMPLY WITH ALL APPLICABLE NATIONAL, STATE, AND LOCAL CODES AS ADOPTED BY THE LOCAL AUTHORITY HAVING JURISDICTION (AHLJ) FOR THE LOCATION. THE EDITION OF THE AHLJ ADOPTED CODES AND STANDARDS IN EFFECT ON THE DATE OF CONTRACT AWARD SHALL GOVERN THE DESIGN.

BUILDING CODE:
(INTERNATIONAL BUILDING CODE (IBC), 2003 AS ADOPTED BY LOCAL BUILDING AUTHORITY)

ELECTRICAL CODE:
(NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 70 - 2002, NATIONAL ELECTRICAL CODE, AS ADOPTED BY LOCAL BUILDING AUTHORITY)
LIGHTNING PROTECTION CODE:
(NFPA 780 - 2000, LIGHTNING PROTECTION CODE)

SUBCONTRACTOR'S WORK SHALL COMPLY WITH THE LATEST EDITION OF THE FOLLOWING STANDARDS:
AMERICAN CONCRETE INSTITUTE (ACI) 318, BUILDING CODE REQUIREMENTS FOR STRUCTURAL CONCRETE
AMERICAN INSTITUTE OF STEEL CONSTRUCTION (AISC), MANUAL OF STEEL CONSTRUCTION, ASS. NINTH EDITION
TELECOMMUNICATIONS INDUSTRY ASSOCIATION (TIA) 222-F, STRUCTURAL STANDARDS FOR STEEL ANTENNA TOWER AND ANTENNA SUPPORTING STRUCTURES
TIA 567, COMMERCIAL BUILDING GROUNDING AND BONDING REQUIREMENTS FOR TELECOMMUNICATIONS

INSTITUTE FOR ELECTRICAL AND ELECTRONICS ENGINEERS (IEEE) 81, GUIDE FOR MEASURING EARTH RESISTIVITY, GROUND IMPEDANCE, AND EARTH SURFACE POTENTIALS OF A GROUND SYSTEM
(IEEE 100 (1999), RECOMMENDED PRACTICES FOR POWERING AND GROUNDING OF ELECTRONIC EQUIPMENT
(IEEE C62.41, RECOMMENDED PRACTICES ON SURGE VOLTAGES IN LOW VOLTAGE AC POWER CIRCUITS (FOR LOCATION CATEGORY "C3" AND "HIGH SYSTEM EXPOSURE")

TELECOMDIA GR-1275, GENERAL INSTALLATION REQUIREMENTS

TELECOMDIA GR-1593, COAXIAL CABLE CONNECTIONS

ANSI T1.311, FOR TELECOM - DC POWER SYSTEMS - TELECOM, ENVIRONMENTAL PROTECTION

FOR ANY CONFLICTS BETWEEN SECTIONS OF LISTED CODES AND STANDARDS REGARDING MATERIAL, METHODS OF CONSTRUCTION, OR OTHER REQUIREMENTS, THE MOST RESTRICTIVE REQUIREMENT SHALL GOVERN. WHERE THERE IS CONFLICT BETWEEN A GENERAL REQUIREMENT AND A SPECIFIC REQUIREMENT, THE SPECIFIC REQUIREMENT SHALL GOVERN.



SITE NUMBER: MPLSMN3472A
SITE NAME: ROSELAWN

PROPOSED ANTENNA INSTALLATION ON EXISTING TOWER

PRIOR TO ANY EXCAVATION OR DEMOLITION
CONTRACTOR IS TO CONTACT GOPHER STATE
ONE CALL (1-800-252-1166)

CINGULAR WIRELESS APPROVAL

Real Estate: _____ Date _____
RF: _____ Date _____
Operations: _____ Date _____

DRAWING INDEX

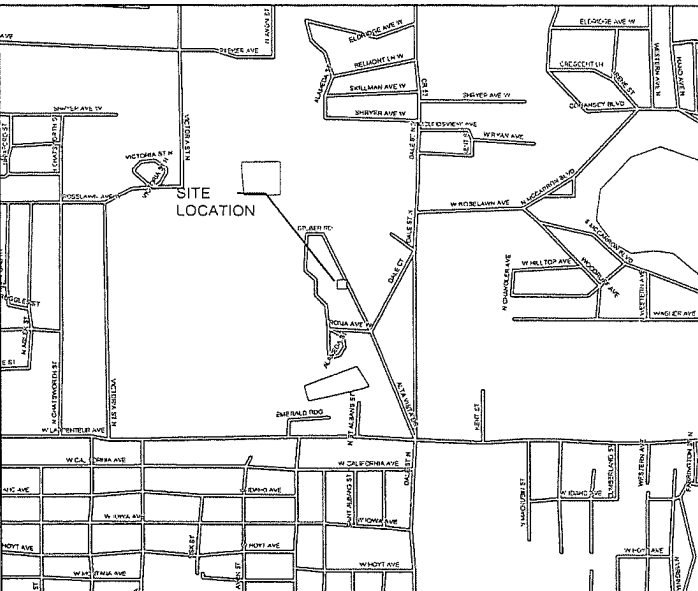
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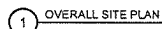
MPLSMN3472A 01	TITLE SHEET	A
MPLSMN3472A 02	ENGINEERING SITE PLAN	A
MPLSMN3472A 03	SITE ELEVATION	A
MPLSMN3472A 04	ANTENNA FRAME & DETAILS	A
MPLSMN3472A 05	CONCRETE FOUNDATION DETAILS	A
MPLSMN3472A 06	SHELTER ELEVATIONS	A
MPLSMN3472A 07	POWER DISTRIBUTION CENTER	A
MPLSMN3472A 08	SITE WORK DETAILS	A
MPLSMN3472A 09	CONSTRUCTION NOTES	A
MPLSMN3472A 10	ELECTRICAL NOTES	A
MPLSMN3472A 11	SINGLE LINE DIAGRAM & DETAILS	A
MPLSMN3472A 12	GROUNDING PLAN & DETAILS	A
MPLSMN3472A 13	GROUNDING DETAILS	A
MPLSMN3472A 14	GROUNDING DETAILS	A
MPLSMN3472A 15	TELCO INTERFACE	A
MPLSMN3472A 16	ALARM TERMINATIONS	A
MPLSMN3472A 17	SECTORS A & B	A
MPLSMN3472A 18	SECTOR C & PLAN VIEW	A
MPLSMN3472A 19	ANTENNA INFORMATION CHART	A
MPLSMN3472A 20	BOTTOM JUMPER DETAIL	A
MPLSMN3472A 21	COAX LABELING	A
MPLSMN3472A 22	CABLE PORT DIAGRAM	A

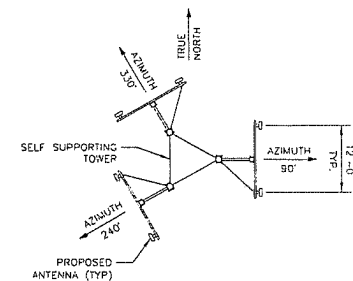
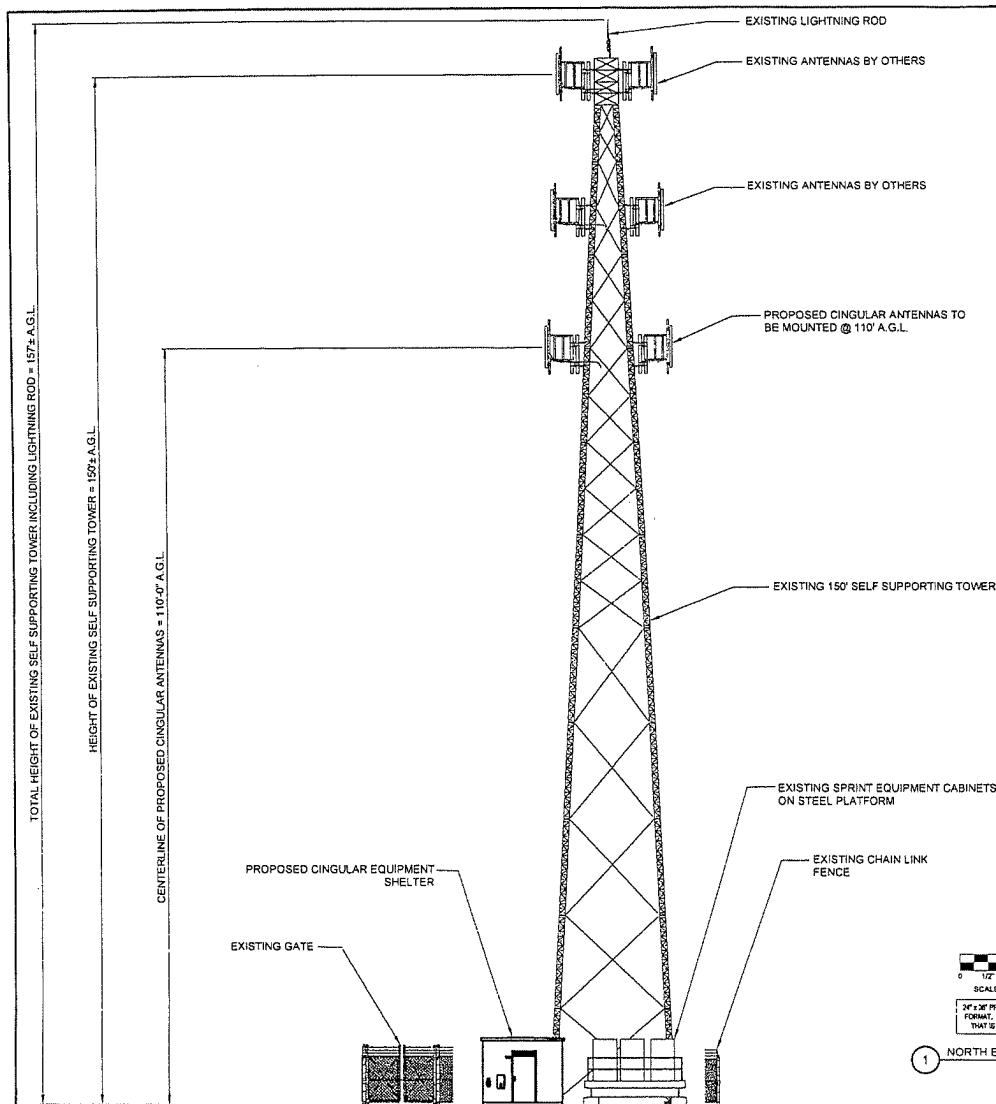
VICINITY MAP

DRIVING DIRECTIONS:

FROM BLOOMINGTON, MN, TAKE I-494 ERM-5 E TO I-35W N (EXIT 5A). TAKE I-35 TO MN-36 (EXIT 23B). TAKE I-36 TO DALE ST. TURN RIGHT ONTO DALE ST AND TAKE TO DALE CT. TURN RIGHT ONTO DALE CT. AND TAKE TO ALTA VISTA DR. MAKE A SHARP RIGHT ONTO ALTA VISTA DR. AND TAKE TO SITE.



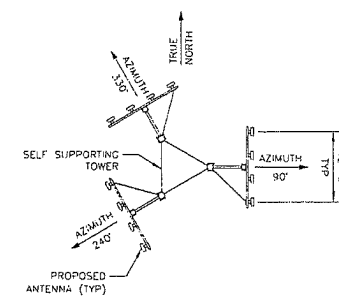




PLAN VIEW

PROPOSED/INITIAL ANTENNA LAYOUT

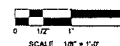
DETAIL 1
NTS



PLAN VIEW

FUTURE ANTENNA LAYOUT

DETAIL 2
NTS



1/8" = 1'-0" PRINT IS THE FULL SCALE
FORMAT. ANY SIZE OTHER THAN
THIS IS AT REDUCED SCALE.

1 NORTH ELEVATION

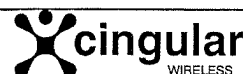
FULL SCALE OUTSIDE VIEW
ONLY SCALE: 1/4" = 1'-0"



SITE #: MPLSMN3472A
SITE NAME: ROSELAWN

TERRA #
30-013

1901 ALTA VISTA DRIVE
ROSEVILLE, MN 55113



NEW CINGULAR WIRELESS HEADQUARTERS, LLC
1300 MARKET POINT DR., STE. 150, BLOOMINGTON, MN 55435
PHONE: 952-842-4304

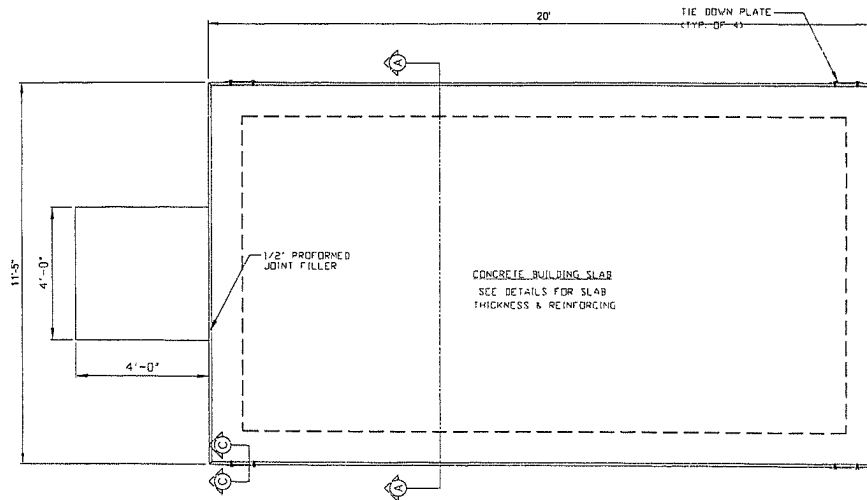
A		8/2/06	ISSUED FOR REVIEW	TJS	TAZ	JJZ
No.	Date	REVISIONS	By	CHK	APPRO	
SCALE: AS SHOWN		DESIGNED BY: JJZ	DRAWN BY: AJS		DATE: 8/2/06	

DESIGNED, DRAWN, AND
CHECKED BY: TJS, TAZ, JJZ
THIS DRAWING IS THE PROPERTY OF TERRA CONSULTING GROUP, LTD.
IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY
IDENTIFIED HEREON. ANY OTHER USE WITHOUT THE WRITTEN
CONSENT OF TERRA CONSULTING GROUP, LTD. IS PROHIBITED.
SIGNATURE: [Signature] DATE: 8/2/06

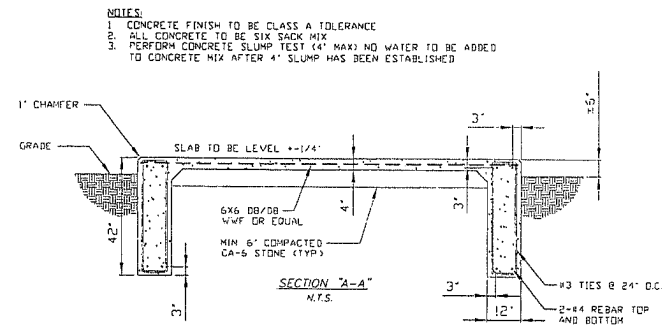
DRAWING DESCRIPTION
SITE ELEVATION

DRAWING NUMBER
MPLSMN3472A-03

REV
A



1 TYP. FOUNDATION FLOOR PLAN
SCALE: N.T.S.

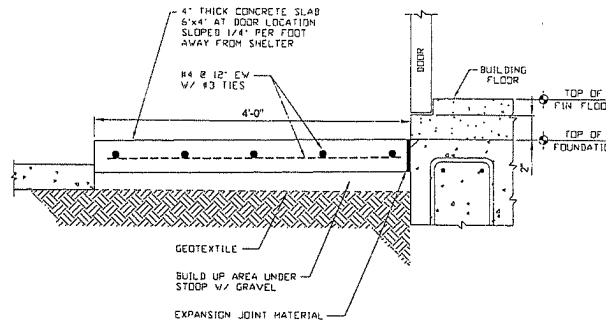


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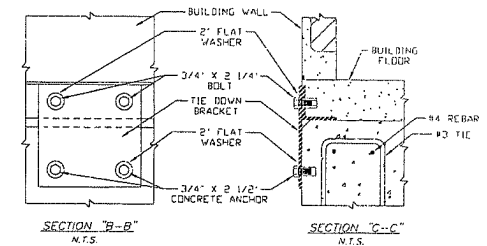
1. SLAB TO BE LEVEL $\pm 1/4"$.
2. FOOTING TO EXTEND A MINIMUM OF 42" BELOW GRADE OR 6" BELOW FROST LINE, WHICHEVER IS GREATER.
3. FINAL SITE DESIGN IS THE RESPONSIBILITY OF THE SITE CONTRACTOR.
4. SLAB FOUNDATION DESIGNED ASSUMING ALLOWABLE SOIL BEARING PRESSURE OF 2000 PSF.
5. SLAB FOUNDATION DESIGNED ASSUMING MAXIMUM SOIL PLASTICITY INDEX OF 27.
6. CONCRETE STRENGTH SHALL BE A MINIMUM OF 3000 PSI.

NOTES:

1. THE SITE SHALL BE STRIPPED OF ALL VEGETATION PRIOR TO FILL OR CONSTRUCTION OF THE FOUNDATION PAD.
2. ALL FILL SAND SHALL BE 0-15 P.I. WITH A COMPACTION TEST RUN ON EACH 6" LIFT - COMPACTED TO 90% MODIFIED PROCTOR.
3. ANY SOFT AREAS (TREE STUMP HOLES, ETC.) SHALL BE CUT OUT AND RECOMPACTED TO SAID PROCTOR.
4. THE SUBCONTRACTOR SHALL KEEP THE SITE SO IT WILL HAVE POSITIVE DRAINAGE AT ALL TIMES.
5. ALL EXCAVATIONS SHALL BE FREE OF WATER BEFORE POURING CONCRETE.
6. MINIMUM SOIL BEARING CAPACITY OF 2,000 PSF IN ALL FOUNDATION AND SLAB AREAS.



2 CONCRETE STOOP DETAIL
SCALE: N.T.S.



3 SHELTER TIE-DOWN DETAIL
SCALE: N.T.S.

FULL SCALE ON 37"X47" MEDIA
HALF SCALE ON 17"X17" MEDIA



SITE #: MPLSMN3472A
SITE NAME: ROSELAWN

TERRA
30-013

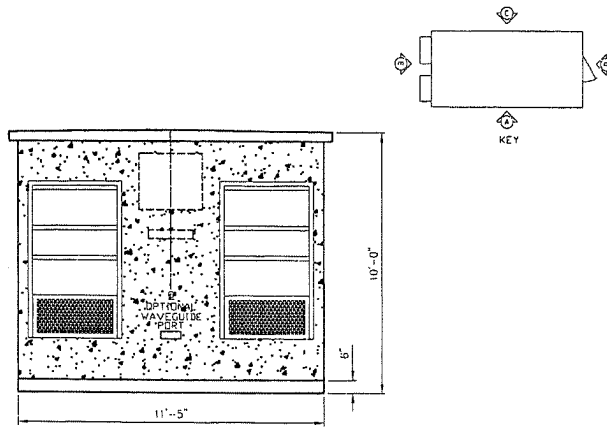
1901 ALTA VISTA DRIVE
ROSEVILLE, MN 55113



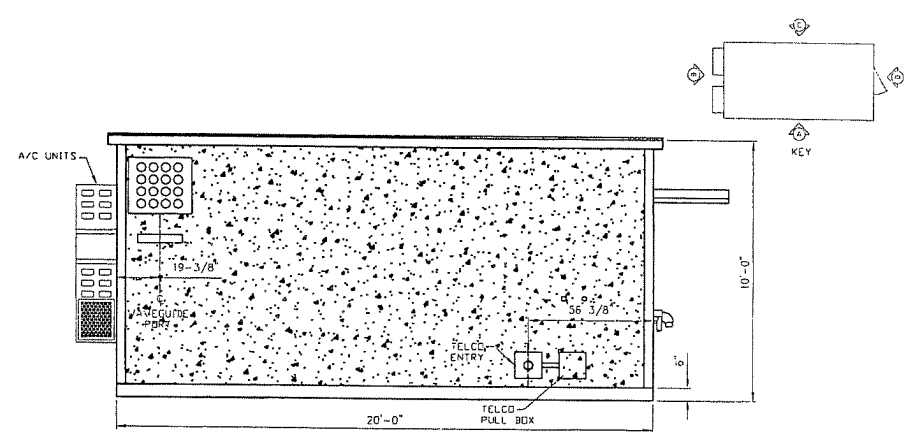
No.	Date	REVISIONS	BY	CHK	APPRO
A	9/7/06	ISSUED FOR REVIEW			

DESIGNED: J. J. JENSEN
ISSUED FOR REVIEW
DATE: 9/7/06
SCALE: AS SHOWN
DESIGNED BY: JJJ
DRAWN BY: AJB

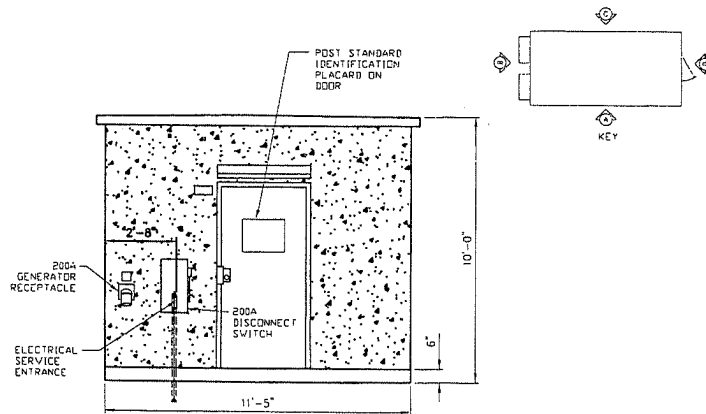
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CONCRETE FOUNDATION DETAILS		
DRAWING NUMBER		
MPLSMN3472A 05		
		A



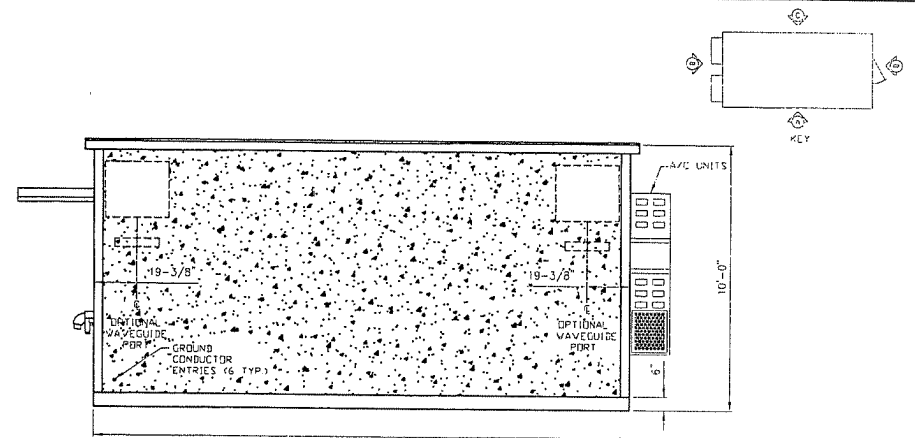
1
06 D-7401 FIBREBOND EQUIPMENT SHELTER ELEVATION - "B"
SCALE: N.T.S.



2
05 D-7401 FIBREBOND EQUIPMENT SHELTER ELEVATION - "A"
SCALE: N.T.S.



3
06 D-7401 FIBREBOND EQUIPMENT SHELTER ELEVATION - "D"
SCALE: N.T.S.



4
06 D-7401 FIBREBOND EQUIPMENT SHELTER ELEVATION - "C"
SCALE: N.T.S.

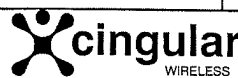
PLT SCALE ON 11x17 MEDIA
HALF SCALE ON 11x17 MEDIA



SITE #: MPLSMN3472A
SITE NAME: ROSELAWN

TERRA #
30-013

1901 ALTA VISTA DRIVE
ROSEVILLE, MN 55113



NEW CINGULAR WIRELESS HEADQUARTERS, LLC
4300 MARKET POINT DR., STE. 350, BLOOMINGTON, MN 55435
PHONE 952-842-4804

A	DATE	ISSUED FOR REVIEW	BY	CHK APPD
A	07/06	ISSUED FOR REVIEW	JJS	TAZ
Re	Date	REVISIONS	By	CHK APPD
SCALE:	AS SHOWN	DESIGNED BY:	JJZ	DRAWN BY:
			AJB	

DESIGNER'S CERTIFICATE
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA
SIGNATURE: *[Signature]*
DATE: 7/27/06

DRAWING DESCRIPTION
SHELTER ELEVATIONS

DRAWING NUMBER:
MPLSMN3472A 06

REV
A

ELECTRICAL NOTES:

1. ALL ELECTRICAL WORK SHALL CONFORM TO THE NATIONAL ELECTRIC CODE (EDITION ACCEPTED BY LOCAL JURISDICTION) AND APPLICABLE LOCAL CODES.
2. GROUNDING SHALL COMPLY WITH ARTICLE 250 OF THE NATIONAL ELECTRICAL CODE.
3. ALL ELECTRICAL ITEMS SHALL BE U.L. APPROVED OR LISTED.
4. POWER WIRES AND CABLES SHALL BE COPPER WITH TYPE XHHW, THWN, OR THHN INSULATION. SOLID CONDUCTORS FOR #10 AWG AND SMALLER, STRANDED FOR LARGER THAN #10 AWG. MINIMUM SIZE #12 AWG.
5. POWER WIRES AND CABLES SHALL BE INSTALLED IN GALVANIZED RIGID STEEL CONDUIT OR FLEXIBLE LIQUIDTIGHT CONDUIT AS INDICATED ON DRAWING.
6. CONTRACTOR TO OBTAIN ALL PERMITS, PAY PERMIT FEES, AND BE RESPONSIBLE FOR SCHEDULING INSPECTIONS.
7. CONTRACTOR TO OBTAIN LOCAL POWER AND TELEPHONE COMPANY APPROVAL AND COORDINATE WITH UTILITY COMPANIES SERVICE ENTRANCE REQUIREMENTS.
8. PROVIDE ALL LABOR AND MATERIAL DESCRIBED ON THIS DRAWING, AND ALL ITEMS INCIDENTAL TO COMPLETING AND PRESENTING THIS PROJECT AS FULLY OPERATIONAL.
9. CONTRACTOR TO PROVIDE GROUND WIRES, BARS AND CONNECTIONS AS SHOWN ON GROUNDING RISER DIAGRAM. CONTRACTOR SHALL TEST AND VERIFY THAT THE IMPEDANCE DOES NOT EXCEED 5 OHMS TO GROUND BY MEANS OF A BIDDLE-MEGGER TESTER. GROUNDING AND OTHER OPERATIONAL TESTING SHALL BE WITNESSED BY THE OWNER'S REPRESENTATIVE.
10. GROUNDING CONDUCTORS SHALL BE COPPER ONLY. EITHER SOLID OR STRANDED CONDUCTORS ARE PERMITTED. IGR AND ALL EXTERNAL CONDUCTORS MUST BE BARE. EQUIPMENT GROUND LEADS IN CABLE TRAYS MUST BE GREEN INSULATED. ALL WIRES MUST BE #2 AWG MINIMUM.

GENERAL NOTES:

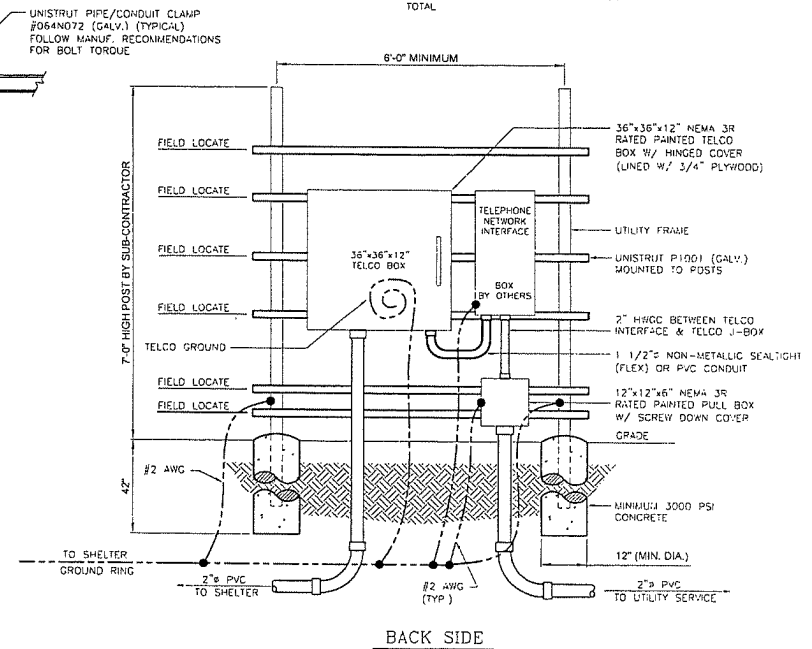
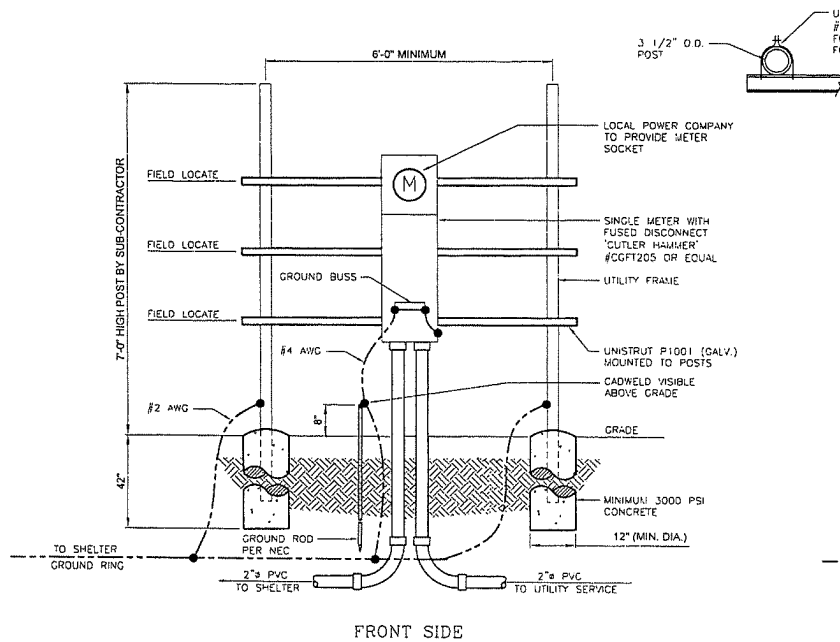
- 1-ALL WORK SHALL CONFORM TO THE NATIONAL ELECTRICAL CODE, STATE BUILDING CODES AND THE LOCAL BUILDING CODES. ALL COMPONENTS SHALL BE U.L. LISTED.
- 2-REFER TO SITE LAYOUT PLAN FOR THE EXACT LOCATION OF H-FRAME. REFER TO CIRCULAR WIRELESS STANDARD CONSTRUCTION DRAWINGS FOR H-FRAME COMPLETE DESIGN.
- 3-CONTRACTOR TO COORDINATE WITH LOCAL UTILITY COMPANY FOR METER.
- 4-CONTRACTOR TO PROVIDE AND INSTALL METER SOCKET.
- 5-CONTRACTOR TO LOCATE METER RACK TO ENSURE WORKING SPACES REQUIRED BY THE NEC (ART. 110-26), STATE, OR LOCAL CODES ARE MAINTAINED BETWEEN FRONT OF ENCLOSURES AND THE CHAIN LINK FENCE.
- 6-SHOW LOCATION (INCLUDING DIMENSIONS) OF ALL CAPPED UNDERGROUND CONDUIT ON FINAL AS-BUILT DRAWING SUBMITTED TO OWNER.
- 7-COORDINATE EXACT LOCATION OF UNDERGROUND FEEDERS AND CIRCUITRY WITH THE OWNER.
- 8-CONTRACTOR SHALL COORDINATE EFFORTS WITH (LOCAL, ELECTRICAL) AUTHORITY HAVING JURISDICTION (AHL) AND OTHER TRADES TO DETERMINE "FROST" LINE, AND TYPE(S) OF RAKEWAYS REQUIRED FOR INSTALLATION.

ELECTRICAL LEGEND

SE	SERVICE ENTRANCE
GFI	GROUND FAULT CIRCUIT INTERRUPTER
EG	EQUIPMENT GROUND
C	CONDUIT

TOTAL CONNECTED LOAD

HAZARD LIGHT CONTROLLER	1380 VA
	180 VA
GFI RECEPTACLE	440 VA
OPTO-22-MONITOR	
TOTAL	1980 VA



1 POWER DISTRIBUTION CENTER
07 SCALE: N.T.S.

1/8" SCALE ON 12"x18" SHEET
1/4" SCALE ON 17"x11" SHEET

TERRA
CONSULTING GROUP, LTD.
600 Busse Highway
Park Ridge, IL 60068
Ph: 847/598-6400
Fax: 847/698-6401

SITE #: MPLSMN3472A
SITE NAME: ROSELAWN

TERRA #
30-013

1901 ALTA VISTA DRIVE
ROSEVILLE, MN 55113

cingular
WIRELESS

NEW CINGULAR WIRELESS HEADQUARTERS, LLC
4300 MARKET POINT DR., STE. 350, BLOOMINGTON, MN 55435
PHONE: 952-942-4804

NO.	DATE	REVISIONS	DESIGNED BY	DRAWN BY	SCALE	AS SHOWN
A	8/10/08	ISSUED FOR REVIEW	JJZ	TAZ	JJZ	
		REVISIONS	By	CHK	APPD	

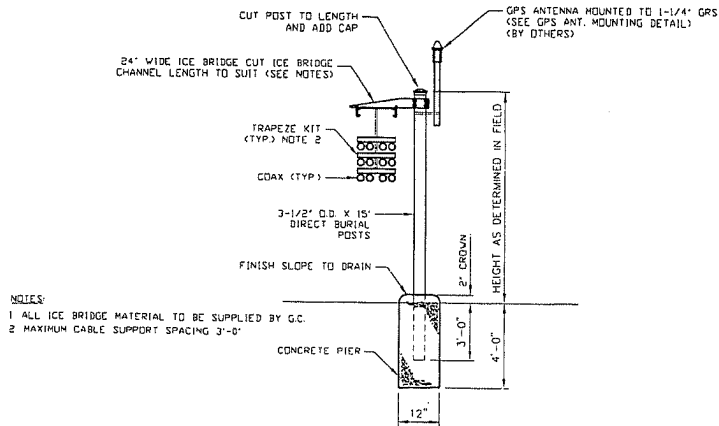
PROFESSIONAL ENGINEER
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT
WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND
THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER
THE LAWS OF THE STATE OF MINNESOTA

SIGNATURE: *[Signature]*
DATE: 8/1/08

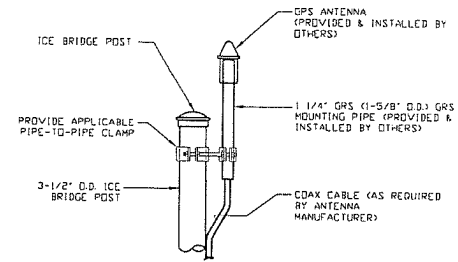
DRAWING DESCRIPTION
POWER DISTRIBUTION CENTER

DRAWING NUMBER:
MPLSMN3472A 07

REV
A



1 ICE BRIDGE SUPPORT POST FOUNDATION
08 SCALE: N.T.S.



2 GPS ANTENNA MOUNTING DETAIL (BY OTHERS)
08 SCALE: N.T.S.

FULL SCALE ON 30" X 42" BOARD
HALF SCALE ON 18" X 24" BOARD

TERRA
CONSULTING GROUP, LTD.
500 Busse Highway
Park Ridge, IL 60068
Ph: 847/698-6400
Fax: 847/698-6401

SITE #: MPLSMN3472A
SITE NAME: ROSELAWN

TERRA
30-013

1901 ALTA VISTA DRIVE
ROSEVILLE, MN 55113

cingular
WIRELESS
NEW CINGULAR WIRELESS HEADQUARTERS, LLC

4300 MARKET POINT DR., STE. 350, BLOOMINGTON, MN 55435
PHONE 952-842-4504

NO	DATE	REVISIONS	BY	CHK	APPD
A	8/1/08	ISSUED FOR REVIEW	TJS	TAD	JUZ
NO	DATE	REVISIONS	BY	CHK	APPD
SCALE:	AS SHOWN	DESIGNED BY:	JUZ	DRAWN BY:	AJS

PROFESSIONAL ENGINEER
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT
WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND
THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER
THE LAWS OF THE STATE OF MINNESOTA.
SIGNATURE: *[Signature]*
DATE: 8/1/08

DRAWING DESCRIPTION	
SITE DETAILS	
DRAWING NUMBER:	REV
MPLSMN3472A 08	A

NOTES:

1. THE SUBCONTRACTOR SHALL CONTACT UTILITY LOCATING SERVICES PRIOR TO THE START OF CONSTRUCTION.
2. ALL EXISTING ACTIVE SEWER, WATER, GAS, ELECTRIC, AND OTHER UTILITIES WHERE ENCOUNTERED IN THE WORK, SHALL BE PROTECTED AT ALL TIMES, AND WHERE REQUIRED FOR THE PROPER EXECUTION OF THE WORK, SHALL BE RELOCATED AS DIRECTED BY CONTRACTOR. EXTREME CAUTION SHOULD BE USED BY THE SUBCONTRACTOR WHEN EXCAVATING OR DRILLING PIERS AROUND OR NEAR UTILITIES. SUBCONTRACTOR SHALL PROVIDE SAFETY TRAINING FOR THE WORKING CREW. THIS WILL INCLUDE BUT NOT BE LIMITED TO A) FALL PROTECTION B) CONFINED SPACE C) ELECTRICAL SAFETY D) TRENCHING & EXCAVATION.
3. ALL SITE WORK SHALL BE AS INDICATED ON THE DRAWINGS AND PROJECT SPECIFICATIONS.
4. IF NECESSARY, RUBBISH, STUMPS, DEBRIS, STICKS, STONES AND OTHER REFUSE SHALL BE REMOVED FROM THE SITE AND DISPOSED OF LEGALLY.
5. ALL EXISTING INACTIVE SEWER, WATER, GAS, ELECTRIC AND OTHER UTILITIES, WHICH INTERFERE WITH THE EXECUTION OF THE WORK, SHALL BE REMOVED AND/OR CAPPED, PLUGGED OR OTHERWISE DISCONTINUED AT POINTS WHICH WILL NOT INTERFERE WITH THE EXECUTION OF THE WORK, SUBJECT TO THE APPROVAL OF CONTRACTOR, OWNER AND/OR LOCAL UTILITIES.
6. THE SUBCONTRACTOR SHALL PROVIDE SITE SIGNAGE IN ACCORDANCE WITH THE TECHNICAL SPECIFICATION FOR SITE SIGNAGE.
7. THE SITE SHALL BE GRADED TO CAUSE SURFACE WATER TO FLOW AWAY FROM THE BUS EQUIPMENT AND TOWER AREAS.
8. NO FILL OR EMBANKMENT MATERIAL SHALL BE PLACED ON FROZEN GROUND. FROZEN MATERIALS, SNOW OR ICE SHALL NOT BE PLACED IN ANY FILL OR EMBANKMENT.
9. THE SUB GRADE SHALL BE COMPACTED AND BROUGHT TO A SMOOTH UNIFORM GRADE PRIOR TO FINISHED SURFACE APPLICATION.
10. THE AREAS OF THE OWNERS PROPERTY DISTURBED BY THE WORK AND NOT COVERED BY THE TOWER, EQUIPMENT OR DRIVEWAY, SHALL BE GRADED TO A UNIFORM SLOPE, AND STABILIZED TO PREVENT EROSION AS SPECIFIED IN THE PROJECT SPECIFICATIONS.
12. SUBCONTRACTOR SHALL MINIMIZE DISTURBANCE TO EXISTING SITE DURING CONSTRUCTION. EROSION CONTROL MEASURES, IF REQUIRED DURING CONSTRUCTION, SHALL BE IN CONFORMANCE WITH THE LOCAL GUIDELINES FOR EROSION AND SEDIMENT CONTROL.

1
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NOTES:

1. ALL STEEL WORK SHALL BE PAINTED IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS AND IN ACCORDANCE WITH ASTM A36 UNLESS OTHERWISE NOTED.
2. ALL WELDING SHALL BE PERFORMED USING E70XX ELECTRODES AND WELDING SHALL CONFORM TO AWS, WHERE FILLET WELD SIZES ARE NOT SHOWN, PROVIDE THE MINIMUM SIZE PER TABLE J2.4 IN THE AWS "MANUAL OF STEEL CONSTRUCTION". PAINTED SURFACES SHALL BE TOUCHED UP.
3. BOLTED CONNECTIONS SHALL BE ASTM A325 BEARING TYPE (3/4") CONNECTIONS AND SHALL HAVE MINIMUM OF TWO BOLTS UNLESS NOTED OTHERWISE.
4. NON-STRUCTURAL CONNECTIONS FOR STEEL CRATING MAY USE 3/8" DIA. ASTM A 307 BOLTS UNLESS NOTED OTHERWISE.
5. INSTALLATION OF CONCRETE EXPANSION/WEDGE ANCHOR, SHALL BE PER MANUFACTURER'S WRITTEN RECOMMENDED PROCEDURE. THE ANCHOR BOLT, DOWEL OR ROD SHALL CONFORM TO MANUFACTURER'S RECOMMENDATION FOR EMBEDMENT DEPTH OR AS SHOWN ON THE DRAWINGS. NO REBAR SHALL BE CUT WITHOUT PRIOR CONTRACTOR APPROVAL WHEN DRILLING HOLES IN CONCRETE. SPECIAL INSPECTIONS, REQUIRED BY GOVERNING CODES, SHALL BE PERFORMED IN ORDER TO MAINTAIN MANUFACTURER'S MAXIMUM ALLOWABLE LOADS.

STRUCTURAL STEEL NOTES:

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DETAIL

CONCRETE AND REINFORCING STEEL NOTES:

1. ALL CONCRETE WORK SHALL BE IN ACCORDANCE WITH THE ACI 301, ACI 318, ACI 336, ASTM A184, ASTM A185 AND THE DESIGN AND CONSTRUCTION SPECIFICATION FOR CAST-IN-PLACE CONCRETE.
2. ALL CONCRETE SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 3000 PSI AT 28 DAYS, UNLESS NOTED OTHERWISE. SLAB FOUNDATION DESIGN ASSUMING ALLOWABLE SOIL BEARING PRESSURE OF 2000 PSF.
3. REINFORCING STEEL SHALL CONFORM TO ASTM A 615, GRADE 60, DEFORMED UNLESS NOTED OTHERWISE. WELDED WIRE FABRIC SHALL CONFORM TO ASTM A 185 WELDED STEEL WIRE FABRIC UNLESS NOTED OTHERWISE. SPLICES SHALL BE CLASS "B" AND ALL MOOKS SHALL BE STANDARD, UNO.
4. THE FOLLOWING MINIMUM CONCRETE COVER SHALL BE PROVIDED FOR REINFORCING STEEL UNLESS SHOWN OTHERWISE ON DRAWINGS:
CONCRETE CAST AGAINST EARTH 3 IN.
CONCRETE EXPOSED TO EARTH OR WEATHER:
#6 AND LARGER 2 IN.
#5 AND SMALLER & WWF 1 1/2 IN.
CONCRETE NOT EXPOSED TO EARTH OR WEATHER OR NOT CAST AGAINST THE GROUND:
SLAB AND WALL 3/4 IN.
BEAMS AND COLUMNS 1 1/2 IN.
5. A CHAMFER 3/4" SHALL BE PROVIDED AT ALL EXPOSED EDGES OF CONCRETE, UNO, IN ACCORDANCE WITH ACI 301 SECTION 4.2.4.

CONCRETE AND REINFORCING STEEL NOTES

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DETAIL

GENERAL NOTES

1. FOR THE PURPOSE OF CONSTRUCTION DRAWING, THE FOLLOWING DEFINITIONS SHALL APPLY:
CONTRACTOR - OWNERS CONTRACTOR
SUBCONTRACTOR - GENERAL CONTRACTOR (CONSTRUCTION)
OWNER - CINGULAR
OEM - ORIGINAL EQUIPMENT MANUFACTURE
2. PRIOR TO THE SUBMISSION OF BIDS, THE BIDDING SUBCONTRACTOR SHALL VISIT THE CELL SITE TO FAMILIARIZE WITH THE EXISTING CONDITIONS AND TO CONFIRM THAT THE WORK CAN BE ACCOMPLISHED AS SHOWN ON THE CONSTRUCTION DRAWINGS. ANY DISCREPANCY FOUND SHALL BE BROUGHT TO THE ATTENTION OF CONTRACTOR.
3. ALL MATERIALS FURNISHED AND INSTALLED SHALL BE IN STRICT ACCORDANCE WITH ALL APPLICABLE CODES, REGULATIONS, AND ORDINANCES. SUBCONTRACTOR SHALL ISSUE ALL APPROPRIATE NOTICES AND COMPLY WITH ALL LAWS, ORDINANCES, RULES, REGULATIONS, AND LAWFUL ORDERS OF ANY PUBLIC AUTHORITY REGARDING THE PERFORMANCE OF THE WORK. ALL WORK CARRIED OUT SHALL COMPLY WITH ALL APPLICABLE MUNICIPAL AND UTILITY COMPANY SPECIFICATIONS AND LOCAL JURISDICTIONAL CODES, ORDINANCES AND APPLICABLE REGULATIONS.
4. DRAWINGS PROVIDED HERE ARE NOT TO SCALE AND ARE INTENDED TO SHOW OUTLINE ONLY.
5. UNLESS NOTED OTHERWISE, THE WORK SHALL INCLUDE FURNISHING MATERIALS, EQUIPMENT, APPURTENANCES, AND LABOR NECESSARY TO COMPLETE ALL INSTALLATIONS AS INDICATED ON THE DRAWINGS.
6. "KITTING LIST" SUPPLIED WITH THE BID PACKAGE IDENTIFIES ITEMS THAT WILL BE SUPPLIED BY CONTRACTOR. ITEMS NOT INCLUDED IN THE BILL OF MATERIALS AND KITTING LIST SHALL BE SUPPLIED BY THE SUBCONTRACTOR.
7. THE SUBCONTRACTOR SHALL INSTALL ALL EQUIPMENT AND MATERIALS IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS UNLESS SPECIFICALLY STATED OTHERWISE.
8. IF THE SPECIFIED EQUIPMENT CANNOT BE INSTALLED AS SHOWN ON THESE DRAWINGS, THE SUBCONTRACTOR SHALL PROPOSE AN ALTERNATIVE INSTALLATION FOR APPROVAL BY THE CONTRACTOR.
9. SUBCONTRACTOR SHALL DETERMINE ACTUAL ROUTING OF CONDUIT, POWER AND T1 CABLES, GROUNDING CABLES AS SHOWN ON THE POWER, GROUNDING AND TELCO PLAN DRAWING.
10. THE SUBCONTRACTOR SHALL PROTECT EXISTING IMPROVEMENTS, PAVEMENTS, CURBS, LANDSCAPING AND STRUCTURES. ANY DAMAGED PART SHALL BE REPAIRED AT SUBCONTRACTOR'S EXPENSE TO THE SATISFACTION OF OWNER.
11. SUBCONTRACTOR SHALL LEGALLY AND PROPERLY DISPOSE OF ALL SCRAP MATERIALS SUCH AS COAXIAL CABLES AND OTHER ITEMS REMOVED FROM THE EXISTING FACILITY. ANTENNAS REMOVED SHALL BE RETURNED TO THE OWNER'S DESIGNATED LOCATION.
12. SUBCONTRACTOR SHALL LEAVE PREMISES IN CLEAN CONDITION.
13. CONSTRUCTION SHALL COMPLY WITH "GENERAL CONSTRUCTION SERVICES FOR CONSTRUCTION OF CINGULAR GSM SITES".

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09
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ABBREVIATIONS

ACL	ABOVE GRADE LEVEL
BTS	BASE TRANSMITTER STATION
(E)	EXISTING
MIN	MINIMUM
N.T.S.	NOT TO SCALE
REF	REFERENCE
RF	RADIO FREQUENCY
T.B.D.	TO BE DETERMINED
T.B.R.	TO BE RESOLVED
TYP	TYPICAL
REQ	REQUIRED
EGR	EQUIPMENT GROUND RING
AWG	AMERICAN WIRE GAUGE
NCB	MASTER GROUND BUS
EG	EQUIPMENT GROUND
SCW	BARE COPPER WIRE
SHD	SMART INTEGRATED ACCESS DEVICE
GEN	GENERATOR
IGR	INTERIOR GROUND RING (HALO)
RBS	RADIO BASE STATION

SYMBOLS

5/0	SOLID GROUND BUS BAR
5/1	SOLID NEUTRAL BUS BAR
5/2	SUPPLEMENTAL GROUND CONDUCTOR
5/3	2-POLE THERMAL-MAGNETIC CIRCUIT BREAKER
5/4	SINGLE-POLE THERMAL-MAGNETIC CIRCUIT BREAKER
5/5	CHEMICAL GROUND ROD
5/6	GROUND ROD
5/7	DISCONNECT SWITCH
5/8	METER
5/9	EXOTHERMIC WELD (COPWELD) (UNLESS OTHERWISE NOTED)
5/10	5/8" x 10' COPPER CLAD STEEL GROUND ROD
5/11	5/8" x 10' COPPER CLAD STEEL GROUND ROD WITH INSPECTION SLEEVE
5/12	EXOTHERMIC WELD (COPWELD) WITH INSPECTION SLEEVE
5/13	GROUNDING WIRE

ABBREVIATIONS AND SYMBOLS

5
09
DETAIL

FULL SCALE OR 1/8" = 1'-0" UNLESS OTHERWISE NOTED



SITE #: MPLSMN3472A
SITE NAME: ROSELAWN

TERRA #
30-013

1901 ALTA VISTA DRIVE
ROSEVILLE, MN 55113



NO.	DATE	REVISIONS	BY	CHK	APPD
1	8/1/08	ISSUED FOR REVIEW	JJZ	TJZ	JJZ
2		SCALE: AS SHOWN	DESIGNED BY: JJZ	DRAWN BY: AUB	

DESIGNER'S CERTIFICATE
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA
SIGNATURE: [Signature]
DATE: 8/2/08

CONSTRUCTION NOTES

DRAWING NUMBER:
MPLSMN3472A 09

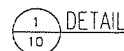
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ELECTRICAL INSTALLATION NOTES:

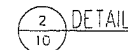
- ALL ELECTRICAL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS, NEC AND ALL APPLICABLE LOCAL CODES. 2. CONDUIT ROUTINGS ARE SCHEMATIC. SUBCONTRACTOR SHALL INSTALL CONDUITS SO THAT ACCESS TO EQUIPMENT IS NOT BLOCKED.
- WIRING, RACEWAY AND SUPPORT METHODS AND MATERIALS SHALL COMPLY WITH THE REQUIREMENTS OF THE NEC.
- ALL CIRCUITS SHALL BE SEGREGATED AND MAINTAIN MINIMUM CABLE SEPARATION AS REQUIRED BY THE NEC.
- CABLES SHALL NOT BE ROUTED THROUGH LADDER-STYLE CABLE TRAY RUNGS.
- EACH END OF EVERY POWER, POWER PHASE CONDUCTOR (I.E., HOT'S), GROUNDING, AND T1 CONDUCTOR AND CABLE SHALL BE LABELED WITH COLOR-CODED INSULATION OR ELECTRICAL TAPE (3M BRAND, 1/2" PLASTIC ELECTRICAL TAPE WITH UV PROTECTION, OR EQUAL). THE IDENTIFICATION METHOD SHALL CONFORM WITH NEC & OSHA.
- ALL ELECTRICAL COMPONENTS SHALL BE CLEARLY LABELED WITH PLASTIC TAPE PER COLOR SCHEDULE. ALL EQUIPMENT SHALL BE LABELED WITH THEIR VOLTAGE RATING, PHASE CONFIGURATION, WIRE CONFIGURATION, POWER OR AMPACITY RATING, AND BRANCH CIRCUIT ID NUMBERS (I.E., PANELBOARD AND CIRCUIT ID'S).
- PANELBOARDS (ID NUMBERS) AND INTERNAL CIRCUIT BREAKERS (CIRCUIT ID NUMBERS) SHALL BE CLEARLY LABELED WITH PLASTIC LABELS.
- ALL THE WRAPS SHALL BE CUT FLUSH WITH APPROVED CUTTING TOOL TO REMOVE SHARP EDGES.
- POWER, CONTROL, AND EQUIPMENT GROUND WIRING IN TUBING OR CONDUIT SHALL BE SINGLE CONDUCTOR (#14 AWG OR LARGER), 600 V, OIL RESISTANT THHN OR THWN-2, CLASS B STRANDED COPPER CABLE RATED FOR 90 °C (WET AND DRY) OPERATION; LISTED OR LABELED FOR THE LOCATION AND RACEWAY SYSTEM USED, UNLESS OTHERWISE SPECIFIED.
- SUPPLEMENTAL EQUIPMENT GROUND WIRING LOCATED INDOORS SHALL BE SINGLE CONDUCTOR (#6 AWG OR LARGER), 600 V, OIL RESISTANT THHN OR THWN-2 GREEN INSULATION, CLASS B STRANDED COPPER CABLE RATED FOR 90 °C (WET AND DRY) OPERATION; LISTED OR LABELED FOR THE LOCATION AND RACEWAY SYSTEM USED, UNLESS OTHERWISE SPECIFIED.
- POWER AND CONTROL WIRING, NOT IN TUBING OR CONDUIT, SHALL BE MULTI-CONDUCTOR, TYPE TC CABLE (#14 AWG OR LARGER), 600 V, OIL RESISTANT THHN OR THWN-2, CLASS B STRANDED COPPER CABLE RATED FOR 90 °C (WET AND DRY) OPERATION; WITH OUTER JACKET; LISTED OR LABELED FOR THE LOCATION USED, UNLESS OTHERWISE SPECIFIED.
- ALL POWER AND GROUNDING CONNECTIONS SHALL BE CRIMP-STYLE, COMPRESSION WIRE LUGS AND WIRENUTS BY THOMAS AND BETTS (OR EQUAL). LUGS AND WIRENUTS SHALL BE RATED FOR OPERATION AT NO LESS THAN 75°C (90°C IF AVAILABLE).
- RACEWAY AND CABLE TRAY SHALL BE LISTED OR LABELED FOR ELECTRICAL USE IN ACCORDANCE WITH NEMA, UL, ANSI/IEEE, AND NEC.
- ELECTRICAL METALLIC TUBING (EMT) OR RIGID NONMETALLIC CONDUIT (I.E., RIGID PVC SCHEDULE 40, OR RIGID PVC SCHEDULE 80 FOR LOCATIONS SUBJECT TO PHYSICAL DAMAGE) SHALL BE USED FOR EXPOSED INDOOR LOCATIONS.
- ELECTRICAL METALLIC TUBING (EMT), ELECTRICAL NONMETALLIC TUBING (ENT), OR RIGID NONMETALLIC CONDUIT (RIGID PVC, SCHEDULE 40) SHALL BE USED FOR CONCEALED INDOOR LOCATIONS.
- GALVANIZED STEEL INTERMEDIATE METALLIC CONDUIT (IMC) SHALL BE USED FOR OUTDOOR LOCATIONS ABOVE GRADE.
- RIGID NONMETALLIC CONDUIT (I.E., RIGID PVC SCHEDULE 40 OR RIGID PVC SCHEDULE 80) SHALL BE USED UNDERGROUND, DIRECT BURIED, IN AREAS OF OCCASIONAL LIGHT VEHICLE TRAFFIC OR ENCASED IN REINFORCED CONCRETE IN AREAS OF HEAVY VEHICLE TRAFFIC.
- LIQUID-TIGHT FLEXIBLE METALLIC CONDUIT (LIQUID-TITE FLEX) SHALL BE USED INDOORS AND OUTDOORS, WHERE VIBRATION OCCURS OR FLEXIBILITY IS NEEDED.
- CONDUIT AND TUBING FITTINGS SHALL BE THREADED OR COMPRESSION-TYPE AND APPROVED FOR THE LOCATION USED. SETSCREW FITTINGS ARE NOT ACCEPTABLE.
- CABINETS, BOXES, AND WIREWAYS SHALL BE LISTED OR LABELED FOR ELECTRICAL USE IN ACCORDANCE WITH NEMA, UL, ANSI/IEEE, AND NEC.
- WIREWAYS SHALL BE EPOXY-COATED (GRAY) AND INCLUDE A HINGED COVER, DESIGNED TO SWING OPEN DOWNWARD; SHALL BE PENDANT TYPE E (OR EQUAL), AND RATED NEMA 1 (OR BETTER)

ELECTRICAL INSTALLATION NOTES (cont.):

- EQUIPMENT CABINETS, TERMINAL BOXES, JUNCTION BOXES, AND PULL BOXES SHALL BE GALVANIZED OR OR EPOXY-COATED SHEET STEEL, SHALL MEET OR EXCEED UL 50, AND RATED NEMA 1 (OR BETTER) INDOORS OR NEMA 3R (OR BETTER) OUTDOORS
- METAL RECEPTACLE, SWITCH, AND DEVICE BOXES SHALL BE GALVANIZED, EPOXY-COATED, OR NON-CORRODING, SHALL MEET OR EXCEED UL 514A AND NEJA OS 1; AND RATED NEMA 1 (OR BETTER) BETTER INDOORS, OR WEATHER PROTECTED (WP OR BETTER) OUTDOORS.
- NONMETALLIC RECEPTACLE, SWITCH, AND DEVICE BOXES SHALL MEET OR EXCEED NEMA OS 2; AND RATED NEMA 1 (OR BETTER) INDOORS, OR WEATHER PROTECTED (WP OR BETTER) OUTDOORS.
- THE SUBCONTRACTOR SHALL NOTIFY AND OBTAIN NECESSARY AUTHORIZATION FROM THE CONTRACTOR BEFORE COMMENCING WORK ON THE AC POWER DISTRIBUTION PANELS.
- THE SUBCONTRACTOR SHALL PROVIDE NECESSARY TAGGING ON THE BREAKERS, CABLES AND DISTRIBUTION PANELS IN ACCORDANCE WITH THE APPLICABLE CODES AND STANDARDS TO SAFEGUARD AGAINST LIFE AND PROPERTY.



- ALL GROUND ELECTRODE SYSTEMS (INCLUDING TELECOMMUNICATION, RADIO, LIGHTNING PROTECTION, AND AC POWER GES'S) SHALL BE BONDED TOGETHER BELOW GRADE, BY TWO OR MORE COPPER BONDING CONDUCTORS IN ACCORDANCE WITH THE NEC.
- THE SUBCONTRACTOR SHALL PERFORM IEEE FALL-OF-POTENTIAL RESISTANCE TO EARTH TESTING (PER IEEE 1100 AND 81) FOR GROUND ELECTRODE SYSTEMS, THE SUB-CONTRACTOR SHALL FURNISH AND INSTALL SUPPLEMENTAL GROUND ELECTRODES AS NEEDED TO ACHIEVE A TEST RESULT OF 3 OHMS OR LESS.
- THE SUBCONTRACTOR IS RESPONSIBLE FOR PROPERLY SEQUENCING GROUNDING AND UNDERGROUND CONDUIT INSTALLATION AS TO PREVENT ANY LOSS OF CONTINUITY IN THE GROUNDING SYSTEM OR DAMAGE TO THE CONDUIT & PROVIDE TESTING RESULTS.
- METAL CONDUIT AND TRAY SHALL BE GROUNDING AND MADE ELECTRICALLY CONTINUOUS WITH LISTED BONDING FITTINGS OR BY BONDING ACROSS THE DISCONTINUITY WITH #6 AWG COPPER WIRE UL APPROVED GROUNDING TYPE CONDUIT CLAMPS.
- METAL RACEWAY SHALL NOT BE USED AS THE NEC REQUIRED EQUIPMENT GROUND CONDUCTOR. STRANDED COPPER CONDUCTORS WITH GREEN INSULATION, SIZED IN ACCORDANCE WITH THE NEC, SHALL BE FURNISHED AND INSTALLED WITH THE POWER CIRCUITS TO ITS EQUIPMENT.
- EACH BTS CABINET FRAME SHALL BE DIRECTLY CONNECTED TO THE MASTER GROUND BAR WITH GREEN INSULATED SUPPLEMENTAL EQUIPMENT GROUND WIRES, 6 AWG STRANDED COPPER OR LARGER FOR INDOOR BTS; 2 AWG STRANDED COPPER FOR OUTDOOR BTS.
- CONNECTIONS TO THE GROUND BUS SHALL NOT BE DOUBLED UP OR STACKED BACK TO BACK CONNECTIONS ON OPPOSITE SIDES OF THE GROUND BUS ARE PERMITTED.
- ALL EXTERIOR GROUND CONDUCTORS BETWEEN EQUIPMENT/GROUND BARS AND THE GROUND RING, SHALL BE #2 AWG SOLID TINED COPPER UNLESS OTHERWISE INDICATED
- ALUMINUM CONDUCTOR OR COPPER CLAD STEEL CONDUCTOR SHALL NOT BE USED FOR GROUNDING CONNECTIONS.
- USE OF 90° BENDS IN THE PROTECTION GROUNDING CONDUCTORS SHALL BE AVOIDED WHEN 45° BENDS CAN BE ADEQUATELY SUPPORTED.
- EXOTHERMIC WELDS SHALL BE USED FOR ALL GROUNDING CONNECTIONS BELOW GRADE.
- ALL GROUND CONNECTIONS ABOVE GRADE (INTERIOR & EXTERIOR) SHALL BE FORMED USING HIGH PRESS CRUIPS.
- COMPRESSION GROUND CONNECTIONS MAY BE REPLACED BY EXOTHERMIC WELD CONNECTIONS.
- ICE BRIDGE BONDING CONDUCTORS SHALL BE EXOTHERMICALLY BONDED OR BOLTED TO THE BRIDGE AND THE TOWER GROUND BAR.
- APPROVED ANTIOXIDANT COATINGS (I.E., CONDUCTIVE GEL OR PASTE) SHALL BE USED ON ALL COMPRESSION AND BOLTED GROUND CONNECTIONS.
- ALL EXTERIOR GROUND CONNECTIONS SHALL BE COATED WITH A CORROSION RESISTANT MATERIAL.
- MISCELLANEOUS ELECTRICAL AND NON-ELECTRICAL METAL BOXES, FRAMES AND SUPPORTS SHALL BE BONDED TO THE GROUND RING, IN ACCORDANCE WITH THE NEC.
- BOND ALL METALLIC OBJECTS WITHIN 6 FT OF MAIN GROUND WIRES WITH 1-#2 AWG TIN-PLATED COPPER GROUND CONDUCTOR.
- GROUND CONDUCTORS USED IN THE FACILITY GROUND AND LIGHTNING PROTECTION SYSTEMS SHALL NOT BE ROUTED THROUGH METALLIC OBJECTS THAT FORM A RING AROUND THE CONDUCTOR, SUCH AS METALLIC CONDUITS, METAL SUPPORT CLIPS OR SLEEVES THROUGH WALLS OR FLOORS. WHEN IT IS REQUIRED TO BE HOUSED IN CONDUIT TO MEET CODE REQUIREMENTS OR LOCAL CONDITIONS, NON-METALLIC MATERIAL SUCH AS PVC PLASTIC CONDUIT SHALL BE USED. WHERE USE OF METAL CONDUIT IS UNAVOIDABLE (E.G., NON-METALLIC CONDUIT PROHIBITED BY LOCAL CODE) THE GROUND CONDUCTOR SHALL BE BONDED TO EACH END OF THE METAL CONDUIT.



ALL SCALE 01/23/2017 MEDIA
HALF SCALE ON 1/11/17 MEDIA



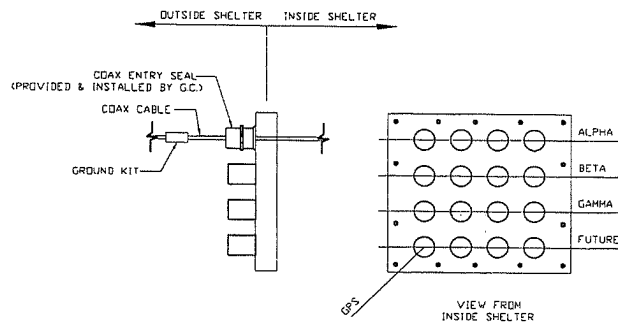
SITE #: MPLSMN3472A
SITE NAME: ROSELAWN

TERRA
30-013

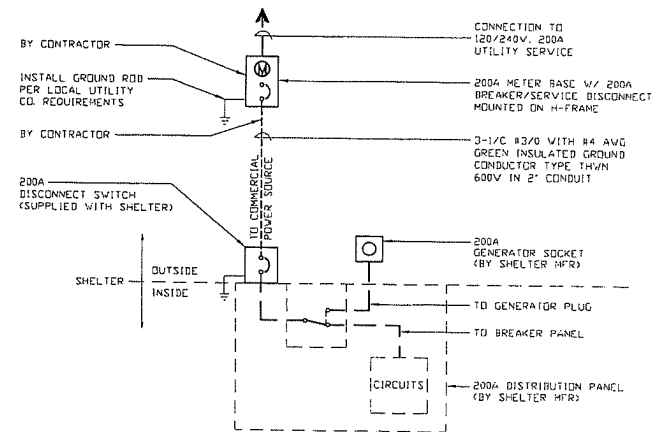
1901 ALTA VISTA DRIVE
ROSEVILLE, MN 55113



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2 HATCH PLATE LAYOUT
SCALE: N.T.S.



3 ONE-LINE DIAGRAM
SCALE: N.T.S.

FULL SCALE ON 30x40 MEDIA
HALF SCALE ON 17x17 MEDIA

TERRA
CONSULTING GROUP, LTD.
600 Busse Highway
Park Ridge, IL 60068
Ph: 847/698-6400
Fax: 847/698-6401

SITE #: MPLSMN3472A
SITE NAME: ROSELAWN

TERRA
30-010

1901 ALTA VISTA DRIVE
ROSEVILLE, MN 55113

cingular
WIRELESS

NEW CINGULAR WIRELESS HEADQUARTERS, LLC
4300 MARKET POINT DR., STE 350, BLOOMINGTON, MN 55435
PHONE 952-842-4804

NO	DATE	REVISIONS	DESIGNED BY	DRAWN BY	DATE
A	5/1/08	ISSUED FOR REVIEW	JJB	TAB	JJB

DESIGNER'S CERTIFICATION: I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A FULLY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNATURE: *[Signature]*
DATE: 5/1/08

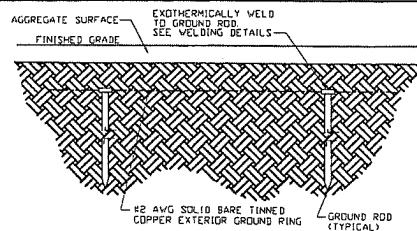
DRAWING DESCRIPTION
SINGLE LINE DIAGRAM
AND DETAILS

DRAWING NUMBER
MPLSMN3472A 11

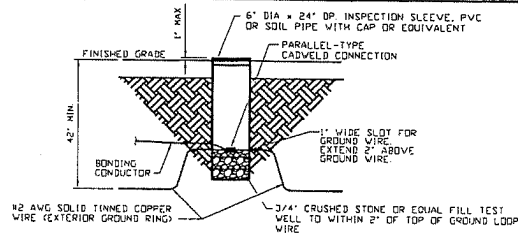
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GENERAL NOTES:

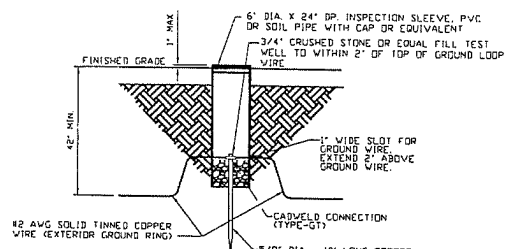
- ALL DETAILS ARE SHOWN IN GENERAL TERMS. ACTUAL GROUNDING INSTALLATION AND CONSTRUCTION MAY VARY DUE TO SPECIFIC SITE CONDITIONS.
- ALL EXTERIOR GROUNDING CABLE AND TOP OF GROUNDING RODS SHALL BE BURIED A MINIMUM DEPTH OF 42" BELOW FINISHED GRADE.
- ALL GROUNDING CONDUCTORS SHALL BE #2 SOLID TINNED COPPER CABLE.
- GROUND SYSTEM SHALL BE TESTED PER SPECIFICATIONS AND SHALL HAVE A RESISTANCE OF 5 OHMS OR LESS.
- NOTIFY ENGINEER IF THERE ARE ANY DIFFICULTIES INSTALLING GROUNDING SYSTEM DUE TO SITE SOIL CONDITIONS.



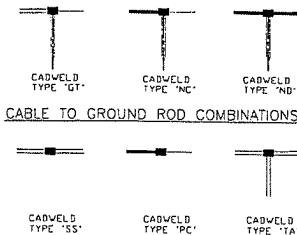
2 GROUND RING DETAIL
SCALE: N.T.S.



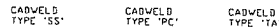
3 EXOTHERMIC WELD W/ INSPECTION SLEEVE
SCALE: N.T.S.



4 GROUND ROD W/ INSPECTION SLEEVE
SCALE: N.T.S.



CABLE TO GROUND ROD COMBINATIONS

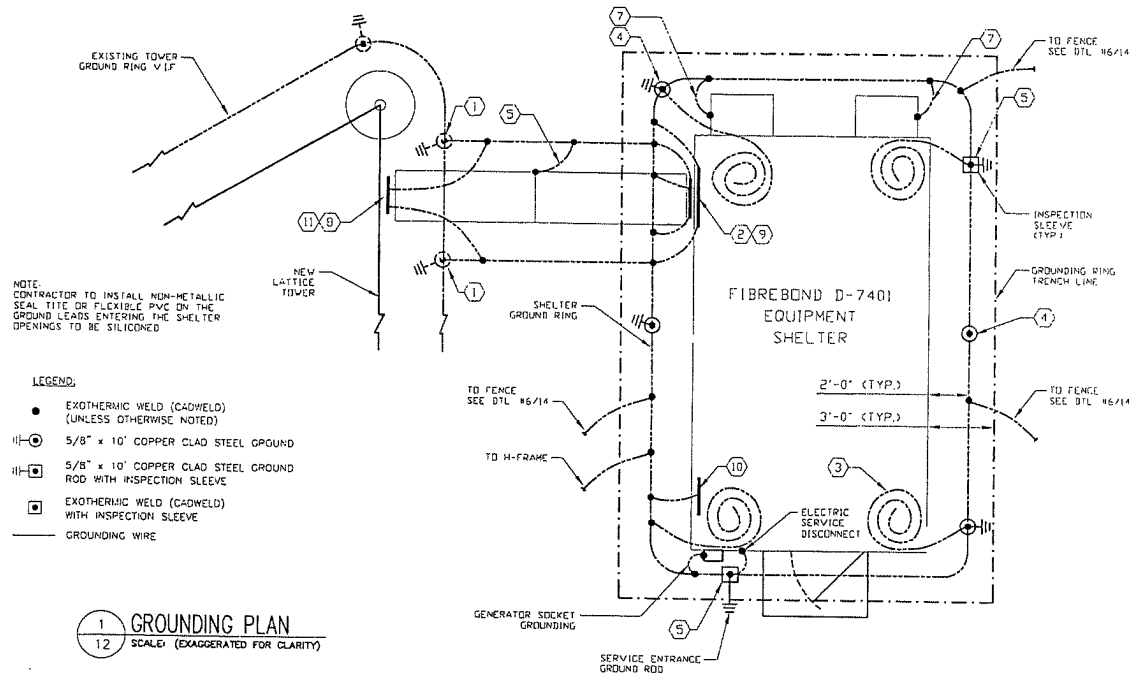


CABLE TO CABLE COMBINATIONS

EXOTHERMIC WELDING DETAILS
5 12 SCALE: N.T.S.

KEYED NOTES:

- TOVER GROUNDING: EXTEND #2 TINNED CU WIRE FROM BURIED GROUND RING TO EXISTING TOWER AND MAKE EXOTHERMIC CONNECTION.
- HATCHPLATE GROUND BAR: EXTEND #2 TINNED CU WIRE FROM BURIED GROUND RING UP TO THE HATCHPLATE GROUND BAR AND MAKE AN EXOTHERMIC WELD.
- GROUNDING OF INTERNAL GROUND RING: EXTEND #2 TINNED CU WIRE FROM BURIED GROUND RING THROUGH 1/2" DIA. PVC SLEEVE INTO EQUIPMENT SHELTER FOR CONNECTION TO INTERIOR HALL GROUND RING. TYPICAL AT 4-BUILDING CORNERS.
- GROUND ROD: COPPER/CLAD STEEL, 5/8" DIA. TEN (10) FEET LONG.
- ICE BRIDGE SUPPORT POST GROUNDING: EXTEND #2 TINNED CU WIRE FROM BURIED GROUND RING TO ALL ICE BRIDGE SUPPORT POSTS AND EXOTHERMICALLY WELD.
- FENCE GROUNDING: IF FENCE IS WITHIN 6' OF GROUND RING, EXTEND #2 TINNED CU WIRE FROM BURIED GROUND RING TO FENCE CORNER POSTS AND EXOTHERMICALLY WELD. BOND INTERMEDIATE POST IF REQUIRED TO MAINTAIN 25' MAX SPACING.
- HVAC GROUNDING: EXTEND #2 TINNED CU WIRE FROM BURIED GROUND RING TO THE HVAC UNIT AND MAKE A MECHANICAL CONNECTION.
- TOVER GROUND BAR: EXTEND #2 TINNED CU WIRE FROM BURIED GROUND RING UP TO THE TOWER GROUND BAR AND MAKE AN EXOTHERMIC WELD. SECURE GROUND BAR DIRECTLY TO TOWER WITH STAINLESS STEEL MOUNTING MATERIAL.
- CELL REFERENCE GROUND BAR: EXTEND #2 TINNED CU WIRE FROM BURIED GROUND RING UP TO THE CELL REFERENCE GROUND BAR (INSIDE SHELTER) AND MAKE A MECHANICAL CONNECTION.
- TELCO GROUND BAR: EXTEND #2 TINNED CU WIRE FROM BURIED GROUND RING UP TO TELCO GROUND BAR (INSIDE SHELTER) AND MAKE A MECHANICAL CONNECTION.
- ANTENNA GROUND BAR: MOUNT GROUND BAR DIRECTLY TO TOWER AT TOP OF COAX RUNS SECURE TO TOWER WITH STAINLESS STEEL MOUNT.
- GATE GROUNDING: EXTEND #2 TINNED CU WIRE FROM BURIED GROUND RING TO GATE POSTS AND EXOTHERMICALLY WELD.



- LEGEND:
- EXOTHERMIC WELD (CADWELD) (UNLESS OTHERWISE NOTED)
 - 5/8" x 10' COPPER CLAD STEEL GROUND
 - 5/8" x 10' COPPER CLAD STEEL GROUND ROD WITH INSPECTION SLEEVE
 - EXOTHERMIC WELD (CADWELD) WITH INSPECTION SLEEVE
 - GROUNDING WIRE

1 GROUNDING PLAN
SCALE: (EXAGGERATED FOR CLARITY)

FULL SCALE 0.077 OF USDA
HALF SCALE 0.117 OF USDA



SITE #: MPLSMN3472A
SITE NAME: ROSELAWN

TERRA #
30-013

1901 ALTA VISTA DRIVE
ROSEVILLE, MN 55113



NEW CINGULAR WIRELESS HEADQUARTERS, LLC
4300 MARKET POINT DR., STE. 350, BLOOMINGTON, MN 55435
PHONE: 952-842-4804

NO.	DATE	REVISIONS	BY	CHK	APPD
A	8/7/08	ISSUED FOR REVIEW			
SCALE:	AS SHOWN	DESIGNED BY:	JJZ	DRAWN BY:	AJB

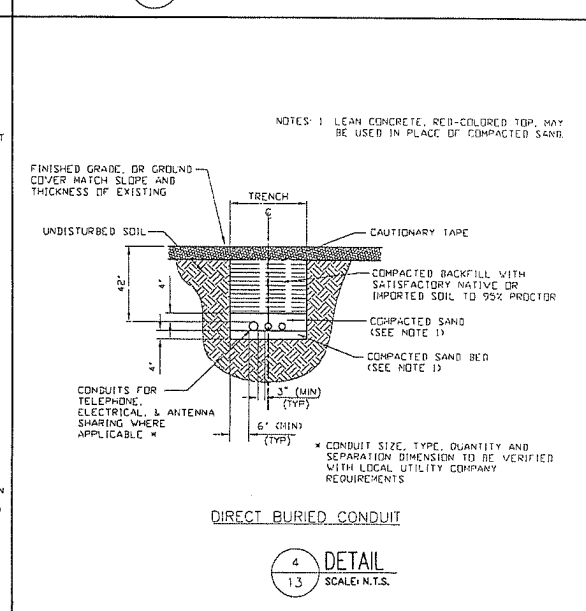
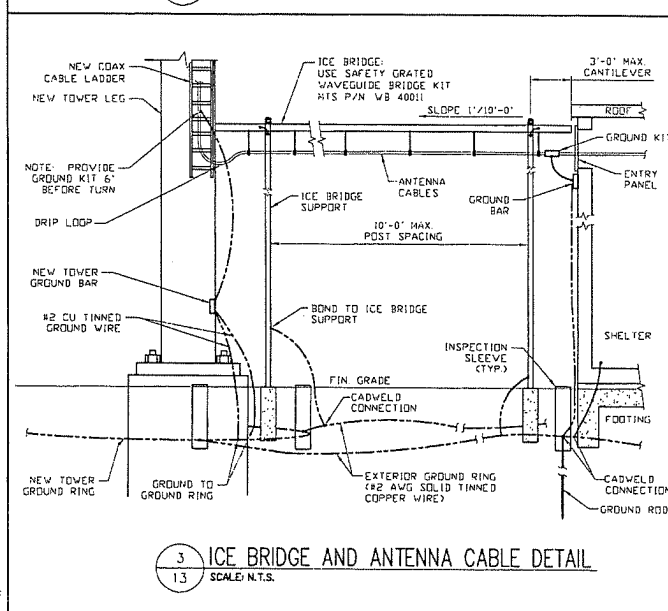
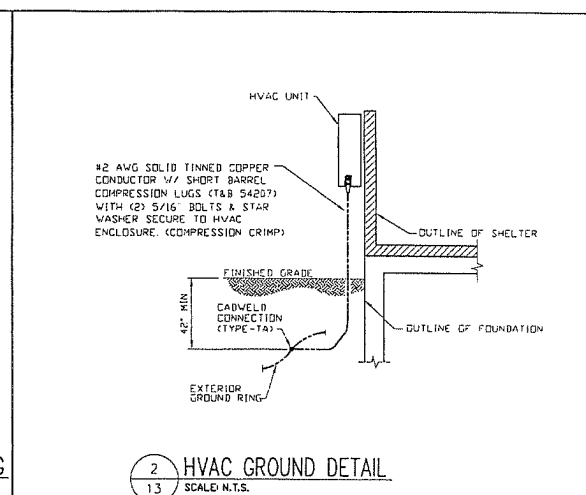
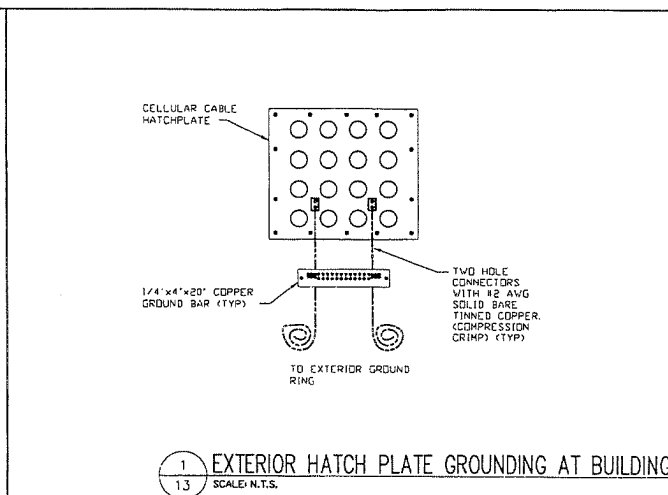
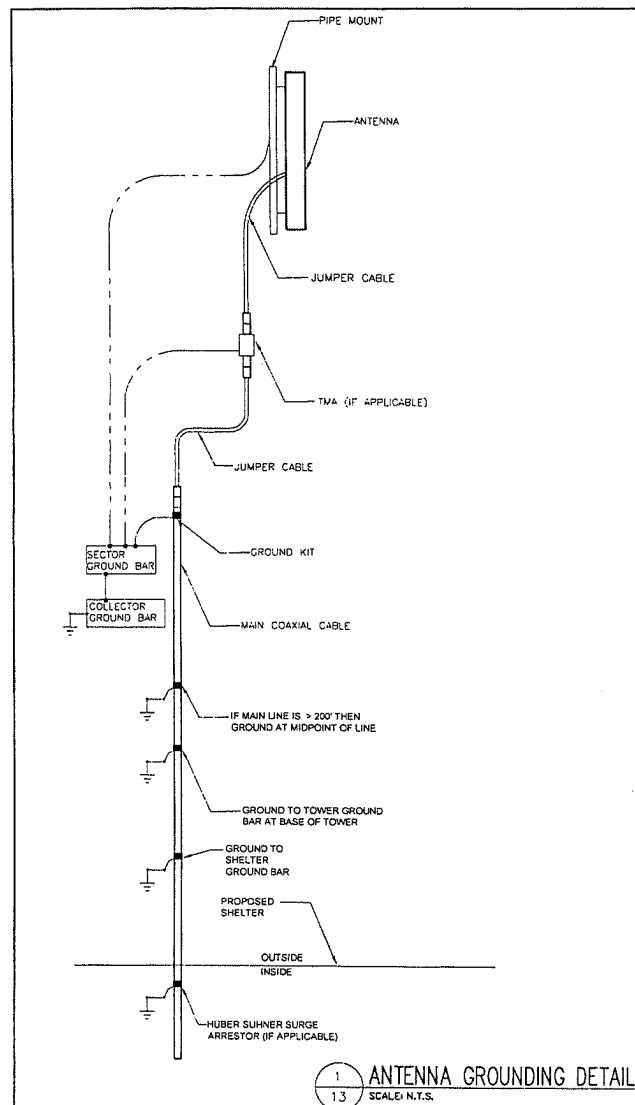
PROFESSIONAL ENGINEER
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A FULLY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNATURE: *[Signature]*
DATE: *[Date]*

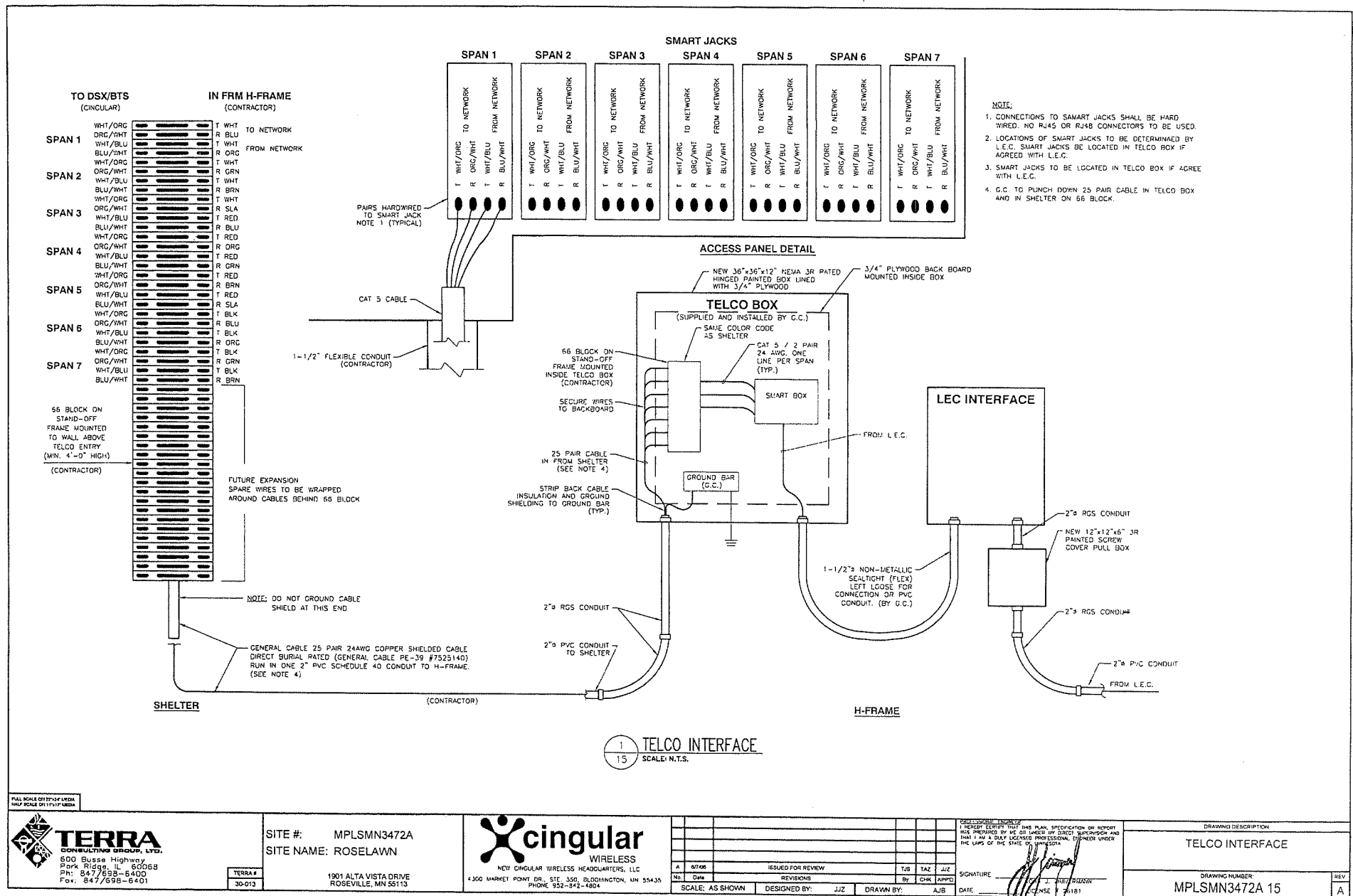
DRAWING DESCRIPTION
GROUNDING DETAILS

DRAWING NUMBER
MPLSMN3472A 12

REV
A



600 Busse Highway Park Ridge, IL 60068 Ph: 847/698-6400 Fax: 847/698-6401	SITE #: MPLSMN3472A SITE NAME: ROSELAWN	NEW CINGULAR WIRELESS HEADQUARTERS, LLC 4100 MARKET POINT DR., STE 300, BLOOMINGTON, MN 55435 PHONE: 612-842-4004	REVISIONS <table border="1"> <tr> <th>NO.</th> <th>DATE</th> <th>REVISION</th> <th>BY</th> <th>CHK</th> <th>APPD</th> </tr> <tr> <td>1</td> <td>07/06</td> <td>ISSUED FOR REVIEW</td> <td>TJS</td> <td>TAZ</td> <td>JUZ</td> </tr> </table>				NO.	DATE	REVISION	BY	CHK	APPD	1	07/06	ISSUED FOR REVIEW	TJS	TAZ	JUZ	DRAWING DESCRIPTION GROUNDING DETAILS	DRAWING NUMBER: MPLSMN3472A 13	REV A
	NO.		DATE	REVISION	BY	CHK	APPD														
1	07/06	ISSUED FOR REVIEW	TJS	TAZ	JUZ																
TERRA # 30-013 1901 ALTA VISTA DRIVE ROSEVILLE, MN 55113	SCALE: AS SHOWN DESIGNED BY: JUZ DRAWN BY: AJB	SIGNATURE: DATE: 7/2/01																			



POS	CABLE FROM BTS	ALARM DEFINITION	LEVEL / ID	STATE	ALARM SIDE	DEVICE
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1	WHITE/BLUE	SITE DOOR OPEN	1 / 0	BREAKING	FACTORY INSTALLED	FACTORY INSTALLED
2	BLUE/WHITE					
3	WHITE/ORANGE	HI TEMP RADIO ROOM	1 / 1	BREAKING	FACTORY INSTALLED	FACTORY INSTALLED
4	ORANGE/WHITE					
5	WHITE/GREEN	AC SURGE ARRESTOR FAIL	1 / 2	BREAKING	FACTORY INSTALLED	FACTORY INSTALLED
6	GREEN/WHITE					
7	WHITE/BROWN	SMOKE DETECTOR	1 / 3	BREAKING	FACTORY INSTALLED	FACTORY INSTALLED
8	BROWN/WHITE					
9	RED/BLUE	AC DISTRIBUTION FAIL	1 / 4	BREAKING	FACTORY INSTALLED	FACTORY INSTALLED
10	BLUE/RED					
11	RED/ORANGE	LG TEMP RADIO ROOM	1 / 5	BREAKING	FACTORY INSTALLED	FACTORY INSTALLED
12	ORANGE/RED					
13	RED/GREEN	24V BAT DISCONNECT FUSE FAIL	1 / 6	BREAKING	WHITE/BLUE	NC
14	GREEN/RED				BLUE/WHITE	COMMON
15	RED/BROWN	RECT SYSTEM A1 ALARM PECO	1 / 7	BREAKING	VIOLET/GREEN	MODULAR
16	BROWN/RED				VIOLET/ORANGE	PLUG
17	BLACK/BLUE	RECT SYSTEM A2 ALARM PECO	2 / 8	BREAKING	YELLOW/BROWN	MODULAR
18	BLUE/BLACK				YELLOW/SLATE	PLUG
19	BLACK/ORANGE	OVER VOLTAGE PECO	1 / 9	BREAKING	WHITE/BROWN	MODULAR
20	ORANGE/BLACK				WHITE/SLATE	PLUG
21	BLACK/GREEN	BATTERY ON DISCHARGE PECO	1 / A	BREAKING	RED/ORANGE	MODULAR
22	GREEN/BLACK				RED/GREEN	PLUG
23	BLACK/BROWN	FUSE FAIL TELCO	1 / B	BREAKING	WHITE/BLUE	NC
24	BROWN/BLACK				BLUE/WHITE	COMMON
25	YELLOW/BLUE	MHA TROUBLE	1 / C	BREAKING	WHITE	MODULAR
26	BLUE/YELLOW				BLUE	PLUG
27	YELLOW/ORANGE	WHITE STROBE FAIL	1 / D	BREAKING	WHITE/BLUE	NC
28	ORANGE/YELLOW				BLUE/WHITE	COMMON
29	YELLOW/GREEN	RED STROBE FAIL	1 / E	BREAKING	WHITE/ORANGE	NC
30	GREEN/YELLOW				ORANGE/WHITE	COMMON
31	YELLOW/BROWN	SIDE LIGHT FAILURE	2 / F	BREAKING	WHITE/GREEN	NC
32	BROWN/YELLOW				GREEN/WHITE	COMMON

NOTE:

1. THAT CONTRACTOR HAS MADE THIS INSERT ANY QUESTIONS CONTACT A CONTRACTOR REP.
2. THAT POSITION 33 TO 50 ON THE 66 BLOCK IS FOR FUTURE USE.
3. G.C. SHALL RUN CAT 5 CABLE FROM EQUIPMENT TO ASTERISK (*) TERMINAL ON 66 BLOCK AND LEAVE COILED AT 66 BLOCK FOR CINGULAR TO TERMINATE.
4. CAT 5 CABLE SHALL RUN ALONG CABLE TRAY AND BE DRESSED PROPERLY WITH TIE WRAPS CUT SUCH THAT SHARP EDGES ARE POINTED UPWARD. CAT 5 CABLE SHOULD NEVER BE STAPLED AGAINST ANY SURFACE TO HOLD IT IN PLACE.

LEGEND:

- * DENOTES CONTRACTOR PUNCHDOWN RESPONSIBILITY.

1 ALARM TERMINATION DIAGRAM
16
SCALE: N.T.S.

FULL SCALE ON 27"X36" MEDIA
HALF SCALE ON 17"X17" MEDIA



TERRA #
3D-013

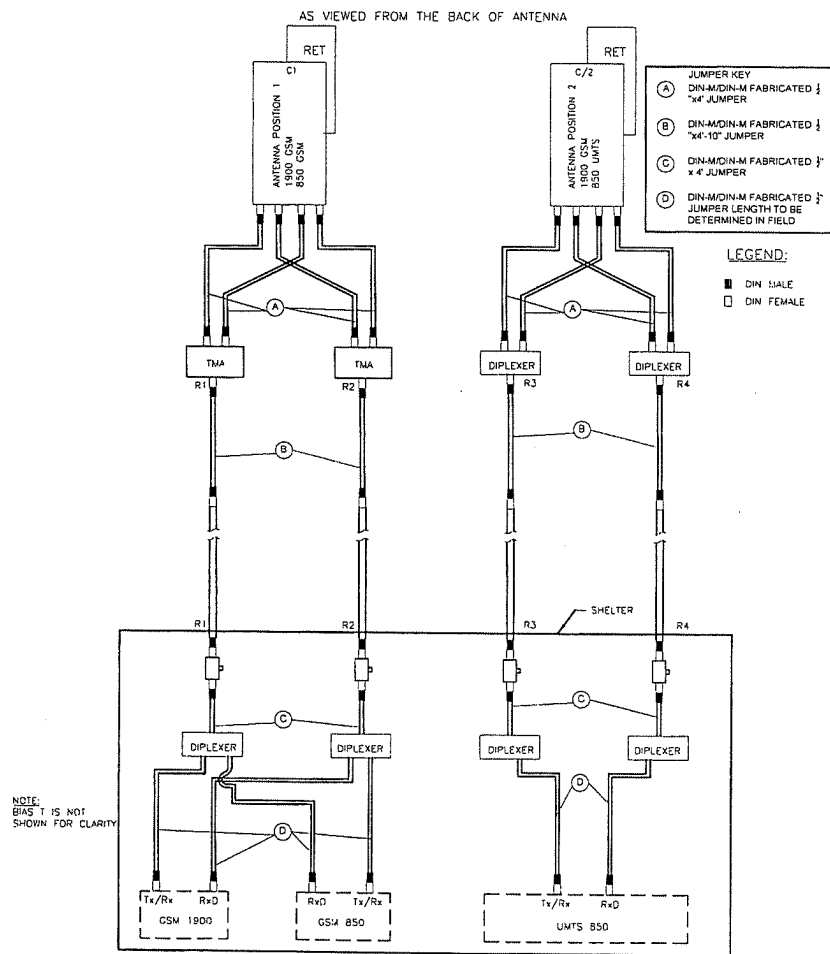
SITE #: MPLSMN3472A
SITE NAME: ROSELAWN

1801 ALTA VISTA DRIVE
ROSEVILLE, MN 55113

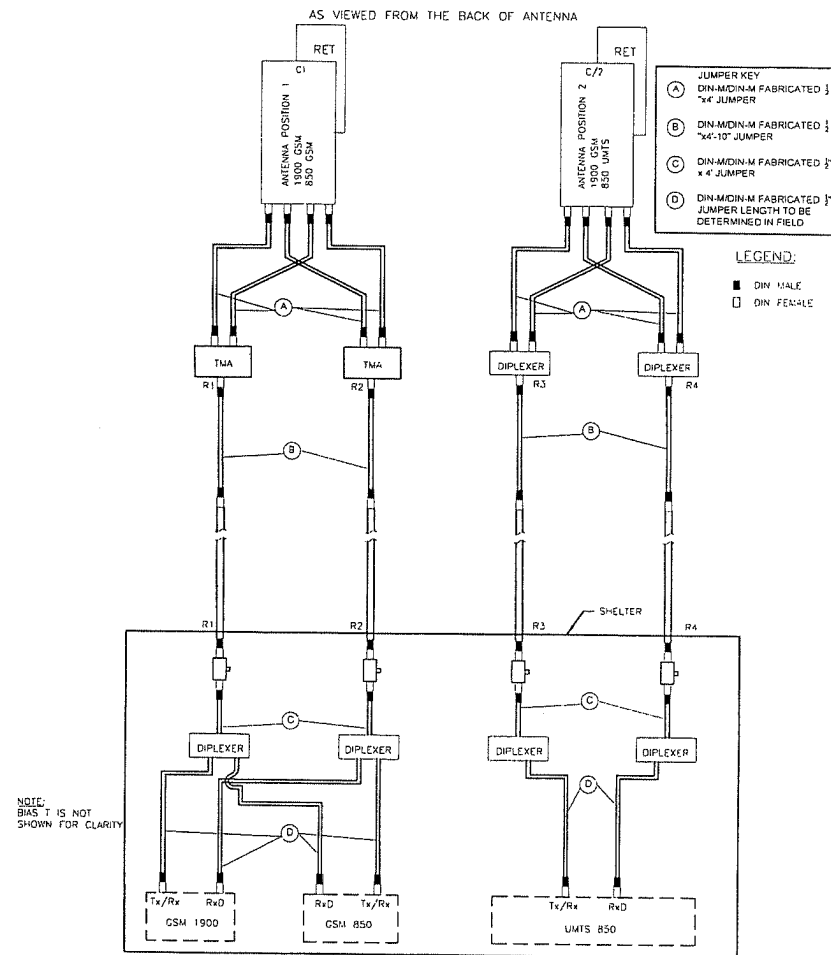


NEW CINGULAR WIRELESS HEADQUARTERS, LLC
4300 MARKET POINT DR., STE. 350, BLOOMINGTON, MN 55435
PHONE: 952-842-4904

A				ISSUED FOR REVIEW				TAS				TAS				JJE				JJE											
No.				Date				REVISIONS				By				CHK				APPD											
SCALE: AS SHOWN								DESIGNED BY: JJE								DRAWN BY: AJS								DATE: 10/18/18							
SIGNATURE: J. ZIMMERMAN																DATE: 10/18/18															
DRAWING DESCRIPTION ALARM TERMINATION																DRAWING NUMBER MPLSMN3472A 16															
REV. A																															



1 SECTOR "A" DETAIL
17 SCALE: N.T.S.



2 SECTOR "B" DETAIL
17 SCALE: N.T.S.

FILE SCALE ON 10/10/04
HALF SCALE ON 11/11/04

TERRA
CONSULTING GROUP, LTD.
500 Busse Highway
Park Ridge, IL 60068
Ph: 847/698-6400
Fax: 847/698-6401

SITE #: MPLSMN3472A
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1901 ALTA VISTA DRIVE
ROSEVILLE, MN 55113

cingular
WIRELESS

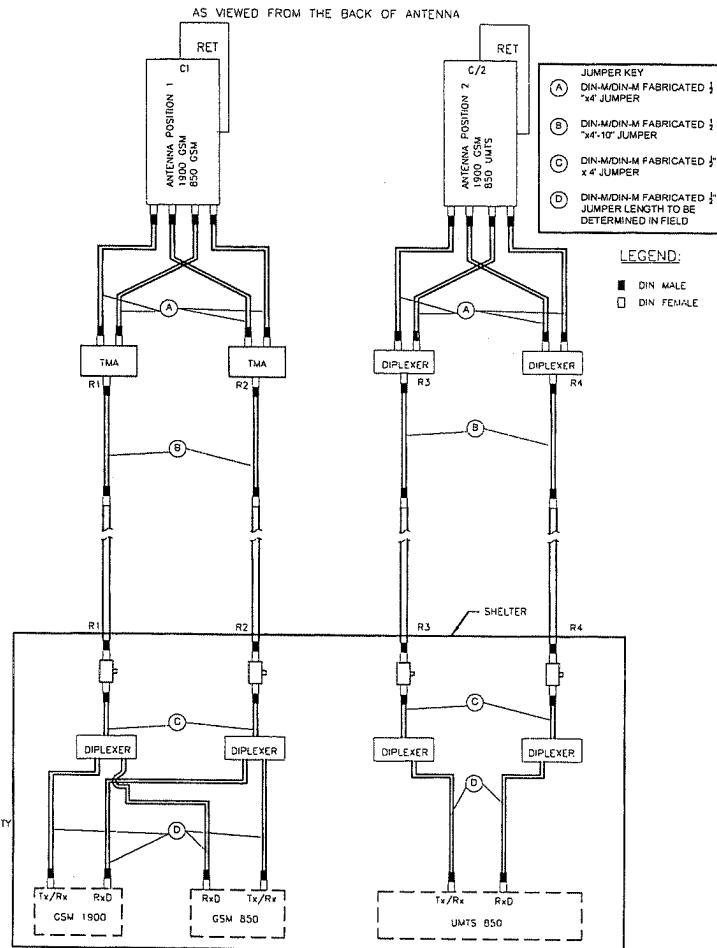
NEW CINGULAR WIRELESS HEADQUARTERS, LLC
4300 MARKET POINT DR., STE. 350, BLOOMINGTON, MN 55435
PHONE 952-842-4804

A		5/1/06	ISSUED FOR REVIEW	TJB	TAZ	JJB
No.	Date	REVISIONS	By	CHK	APPRO	
SCALE: AS SHOWN		DESIGNED BY: JJB	DRAWN BY: AJB			

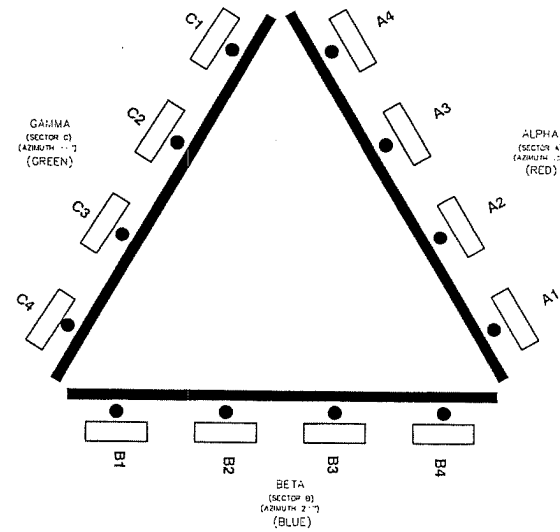
DESIGNER'S EXPLICIT
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT
WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND
THAT I AM A duly licensed PROFESSIONAL ENGINEER UNDER
THE LAWS OF THE STATE OF MINNESOTA

SIGNATURE: *[Signature]*
DATE: 5/26/06

DRAWING DESCRIPTION	
SECTORS A & B	
DRAWING NUMBER: MPLSMN3472A 17	
REV	A



1 SECTOR "C" DETAIL
18 SCALE: N.T.S.



NOTE: SEE SHEET 05 (DETAIL 1) FOR JTS PART NUMBER OF PROPOSED ANTENNA FRAMES.

2 ANTENNA CONFIGURATION - PLAN VIEW
18 SCALE: N.T.S.

PLAT SCALE 0.125" = 1" VERT
HALF SCALE 0.125" = 1" HORIZ

TERRA
CONSULTING GROUP, LTD.
600 Busse Highway
Park Ridge, IL 60068
PH: 847/698-6400
Fax: 847/698-6401

TERRA #
30-013

SITE #: MPLSMN3472A
SITE NAME: ROSELAWN

1901 ALTA VISTA DRIVE
ROSEVILLE, MN 55113

cingular WIRELESS

NEW CINGULAR WIRELESS HEADQUARTERS, LLC
4300 MARKET POINT DR., STE. 350, BLOOMINGTON, MN 55435
PHONE 952-842-4804

NO.	DATE	ISSUED FOR REVIEW	REVISIONS	DESIGNED BY	DRAWN BY	SCALE	AS SHOWN
A	8/20/04			JJZ	AJB		

PROFESSIONAL ENGINEER
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNATURE: *[Signature]*
DATE: 8/20/04
LICENSE # 26181

DRAWING DESCRIPTION		REV.
SECTOR C & PLAN VIEW		
DRAWING NUMBER: MPLSMN3472A 18		A

SECTOR	ANTENNA NUMBER	TOP AND BOTTOM JUMPER COLOR	COAX ID	ANTENNA MODEL	ANTENNA VENDOR	MHA	AZIMUTH	MECH. DOWNTILT	ELECT. DOWNTILT	ANTENNA CENTERLINE FROM GROUND	ANTENNA TIP HEIGHT	COAXIAL FEEDER	
												SIZE	LENGTH
A	A1	RED 1	A1	DBXLH-9090B-VTM	ANDREW	NOKIA	90°	0	2	110'	113.37'	1-5/8"	140'
	A2	RED 2	A2	DBXLH-9090B-VTM	ANDREW	NOKIA	90°	0	4	110'	113.37'	1-5/8"	140'
	A3	RED 3	A3	DBXLH-9090B-VTM	ANDREW	NOKIA	90°	0	4	110'	113.37'	1-5/8"	140'
	A4	RED 4	A4	DBXLH-9090B-VTM	ANDREW	NOKIA	90°	0	2	110'	113.37'	1-5/8"	140'
B	B1	BLUE 1	B1	DBXLH-6565B-VTM	ANDREW	NOKIA	240°	0	2	110'	113.37'	1-5/8"	140'
	B2	BLUE 2	B2	DBXLH-6565B-VTM	ANDREW	NOKIA	240°	0	4	110'	113.37'	1-5/8"	140'
	B3	BLUE 3	B3	DBXLH-6565B-VTM	ANDREW	NOKIA	240°	0	4	110'	113.37'	1-5/8"	140'
	B4	BLUE 4	B4	DBXLH-6565B-VTM	ANDREW	NOKIA	240°	0	2	110'	113.37'	1-5/8"	140'
C	C1	GREEN 1	C1	DBXLH-9090B-VTM	ANDREW	NOKIA	330°	0	2	110'	113.37'	1-5/8"	140'
	C2	GREEN 2	C2	DBXLH-9090B-VTM	ANDREW	NOKIA	330°	0	4	110'	113.37'	1-5/8"	140'
	C3	GREEN 3	C3	DBXLH-9090B-VTM	ANDREW	NOKIA	330°	0	4	110'	113.37'	1-5/8"	140'
	C4	GREEN 4	C4	DBXLH-9090B-VTM	ANDREW	NOKIA	330°	0	2	110'	113.37'	1-5/8"	140'

MHA MODEL ALL SECTORS (6 TOTAL)

NOKIA

NOTE:
ALL MAIN LINE AND JUMPER COAXIAL CABLE TO BE EUPEN

1 ANTENNA INFORMATION CHART 19 SCALE: N.T.S.

FULL SCALE ON 27" x 36" MEDIA
HALF SCALE ON 11" x 17" MEDIA



SITE #: MPLSMN3472A
SITE NAME: ROSELAWN

TERRA#
30-013

1901 ALTA VISTA DRIVE
ROSEVILLE, MN 55113



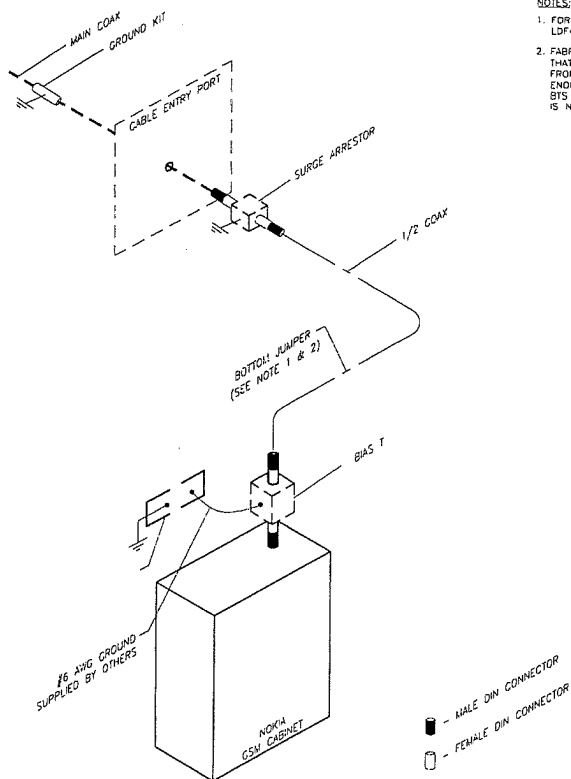
A 8/108		ISSUED FOR REVIEW		TAB	TAB	JUZ
NL	DWH	REVISIONS		BY	CHE	APPRO
SCALE: AS SHOWN		DESIGNED BY: JUZ		DRAWN BY: AUB		

SIGNATURE:
DATE: 8/28/11
LICENSE: 28181

DRAWING DESCRIPTION
ANTENNA INFORMATION CHART

DRAWING NUMBER:
MPLSMN3472A 19

REV
A



- NOTES:
1. FOR BOTTOM JUMPERS USE 1/2" LDF4 OR EQUIVALENT.
 2. FABRICATE JUMPERS TO ASSURE THAT THE CONNECTOR IS 48" FROM THE FLOOR ALLOWING ENOUGH SLACK TO REACH ALL BTS CONNECTIONS IF CABINET IS NOT IN PLACE.

1
20 BOTTOM JUMPER & BIAS T DETAIL
SCALE: N.T.S.

PLT SCALE ON IT-347-182A
PLT SCALE ON IT-347-182A

TERRA
CONSULTING GROUP, LTD.
600 Busse Highway
Park Ridge, IL 60068
Ph: 847/698-6400
Fax: 847/698-6401

TERRA#
30-013

SITE #: MPLSMN3472A
SITE NAME: ROSELAWN
1901 ALTA VISTA DRIVE
ROSEVILLE, MN 55113

cingular
WIRELESS
NEW CINGULAR WIRELESS HEADQUARTERS, LLC
4300 MARKET POINT DR., SUITE 350, BLOOMINGTON, MN 55435
PHONE 952-843-4804

A		07/03	REBUILT FOR REVIEW	TJS	TAZ	JJZ
No		DATE	REVISIONS	By	CHK	APPD
SCALE: AS SHOWN		DESIGNED BY:	JJZ	DRAWN BY:	AJB	DATE:

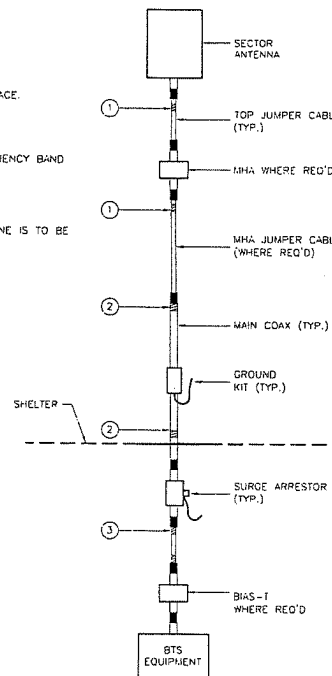
DESIGNED BY: TJS
CHECKED BY: TJS
DATE: 7/1/01
SIGNATURE: *[Signature]*

DRAWING DESCRIPTION
BOTTOM JUMPER & BIAS T DETAIL
DRAWING NUMBER
MPLSMN3472A 20
REV
A

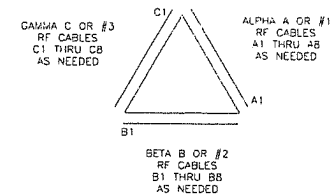
GENERAL NOTES:

1. SECTOR ORIENTATION/AZIMUTH WILL VARY FROM REGION TO REGION AND IS SITE SPECIFIC, REFER TO ANTENNA DESIGN SHEET FOR EACH SITE TO DETERMINE THE ANTENNA LOCATION AND FUNCTION OF EACH TOWER SECTOR FACE.
2. THE STANDARD IS BASED ON NINE COLORED TAPES-WHITE, RED, YELLOW, VIOLET, GREEN, BLUE, AND BROWN, ORANGE AND GREY. THESE TAPES SHOULD BE READILY AVAILABLE TO THE ELECTRICIAN OR CONTRACTOR ON SITE.
3. USING COLOR BANDS ON THE CABLES, MARK ALL RF CABLE BY SECTOR#, ANTENNA#, ANTENNA PORT, AND FREQUENCY BAND AS SHOWN ON "CABLE MARKING COLOR CONVENTION TABLE".
4. WHEN AN EXISTING COAXIAL LINE THAT IS INTENDED TO BE A SHARED LINE BETWEEN GSM/3G AND IS 135/TDMA IS ENCOUNTERED, THE CONTRACTOR IS TO REMOVE THE EXISTING COLOR CODING SCHEME AND REPLACE IT WITH THE COLOR CODING AND TAGGING STANDARD THAT IS OUTLINED IN THIS GUIDELINE. IN THE ABSENCE OF AN OF AN EXISTING COLOR CODING AND TAGGING SCHEME, OR WHEN INSTALLING NEW COAXIAL CABLES, THIS GUIDELINE IS TO BE IMPLEMENTED AT THAT SITE REGARDLESS OF TECHNOLOGY.
5. ALL COLOR CODE TAPE SHALL BE 3M-35 AND SHALL BE INSTALLED USING A MINIMUM OF (3) WRAPS OF TAPE AND SHALL BE NEATLY TRIMMED AND SMOOTHED SO AS TO AVOID UNRAVELING.
6. ALL COLOR BANDS INSTALLED ON THE TOWER TOP SHALL BE A MINIMUM OF 3" WIDE AND SHALL HAVE A MINIMUM 3/4" OF SPACE BETWEEN EACH COLOR.
7. ALL COLOR BANDS SHALL BE INSTALLED AT OR NEAR THE GROUND AND SHALL BE A MINIMUM OF 3/4" WIDE.
8. ALL COLOR CODES SHALL BE INSTALLED SO AS TO ALIGN NEATLY WITH ONE ANOTHER FROM SIDE TO SIDE.

CABLE MARKING LOCATIONS TABLE				
SECTOR	CABLE A1	CABLE A2	CABLE A3	CABLE A4
SECTOR ALPHA, A, X	ONE RED	TWO RED	THREE RED	FOUR RED
SECTOR BETA, B, Y	CABLE A1	CABLE A2	CABLE A3	CABLE A4
	ONE BLUE	TWO BLUE	THREE BLUE	FOUR BLUE
SECTOR GAMMA, C, Z	CABLE A1	CABLE A2	CABLE A3	CABLE A4
	ONE GREEN	TWO GREEN	THREE GREEN	FOUR GREEN



SECTORIZED EXAMPLE:



TOWER PLAN VIEW

NOTE: IF EXISTING CABLES AT THE SITE ALREADY HAVE A COLOR CODING SCHEME AND THEY ARE NOT INTENDED TO BE REUSED OR SHARED WITH THE GSM TECHNOLOGY, THEN THE EXISTING COLOR CODING SCHEME MAY REMAIN UNTOUCHED.

ALL RF CABLE SHALL BE MARKED AS PER CABLE MARKING LOCATIONS TABLE BELOW:

CABLE MARKING LOCATIONS TABLE			
NO.	TAPE	TAG	LOCATIONS
1.	X		EACH TOP JUMPER WILL BE COLOR CODED WITH ONE SET OF (3") WIDE BANDS.
2.	X		EACH MAIN COAX SHALL BE COLOR CODED WITH (1) SET OF 3" WIDE BANDS NEAR THE TOP JUMPER CONNECTION WITH (1) SET OF 3/4" WIDE COLOR BANDS JUST PRIOR TO ENTERING THE BTS OR TRANSMITTER BUILDING.
3.	X		ALL BOTTOM JUMPERS SHALL BE COLOR CODED WITH (1) SET OF 3/4" WIDE BANDS ON EACH END OF BOTTOM JUMPER. (REFER TO SHEETS "SECTORS A & B", "SECTOR C AND PLAN VIEW" FOR ACTUAL NUMBER OF BOTTOM JUMPERS)

1
21
DETAIL
SCALE: N.T.S.

CABLE MARKING LOCATIONS DIAGRAM & COAX COLOR CODE IDENTIFICATION DETAIL

FULL SCALE ON 30"X42" SHEET
HALF SCALE ON 18"X24" SHEET



SITE #: MPLSMN3472A
SITE NAME: ROSELAWN

TERRA #
30-013

1901 ALTA VISTA DRIVE
ROSEVILLE, MN 55113



NEW CINGULAR WIRELESS HEADQUARTERS, LLC
4300 MARKET POINT DR., STE 350, BLOOMINGTON, MN 55435
PHONE 952-842-4804

DATE	ISSUED FOR REVIEW	T/B	TAE	JUZ
NO.	DATE	REVISIONS	BY	CHK APP'D
SCALE: AS SHOWN	DESIGNED BY: JIZ	DRAWN BY: AJS		

ENGINEERING, ARCHITECT
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNATURE: *[Signature]*
DATE: 7/25/01

DRAWING DESCRIPTION
COAX LABELING

DRAWING NUMBER
MPLSMN3472A 21

REV
A

Prepared by and Return to:

Site Acquisition Consultants, Inc.

655 First Bank Drive

Palatine, IL 60067

Re: Cell Site #MPLSMN3472-A; Cell Site Name: Roselawn

Fixed Asset # 10111982

Abstract Property

State: MINNESOTA
County: RAMSEY

MEMORANDUM OF LEASE

This Memorandum of Lease is entered into on this 14th day of August, 2006, by and between City of Roseville, a Minnesota municipal corporation, having a mailing address of 2660 Civic Center Drive, Roseville, MN 55113 (hereinafter referred to as "**Owner**") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 6100 Atlantic Boulevard, Norcross, GA 30071 (hereinafter referred to as "**Lessee**").

1. Owner and Lessee entered into a certain Lease Agreement ("**Lease**") on the 14th day of August, 2006, for the purpose of installing, operating and maintaining a communications facility and other improvements. All of the foregoing are set forth in the Lease.
2. The initial lease term will be five (5) years commencing on the September 1, 2006. The Lease shall automatically renew for four (4) additional and successive five (5) year renewal terms.
3. The portion of the land being leased to Lessee (the "Premises") is described in **Exhibit 1** annexed hereto.
4. This Memorandum of Lease is not intended to amend or modify, and shall not be deemed or construed as amending or modifying, any of the terms, conditions or provisions of the Lease, all of which are hereby ratified and affirmed. In the event of a conflict between the provisions of this Memorandum of Lease and the provisions of the Lease, the provisions of the Lease shall control. The Lease shall be binding upon and inure to the benefit of the parties and their respective heirs, successors, and assigns, subject to the provisions of the Lease.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Lease as of the day and year first above written.

OWNER – CITY OF ROSEVILLE

Dated: 8/14, 2006 By:

Craig D. Klausning
Craig Klausning
Its: Mayor

And:

CK ml
~~Neal Beets~~ Chris Miller
Its: City Manager
Interim

LESSEE – NEW CINGULAR WIRELESS PCS, LLC, a
Delaware limited liability company

Dated: 7-26, 2006 By:

Mark Holm
Mark Holm
Its: Real Estate & Construction Manager

LESSEE ACKNOWLEDGMENT

STATE OF Minnesota)
COUNTY OF Hennepin) ss:

On the 26th day of July, 2006, before me personally appeared Mark Holm, and acknowledged under oath that he is the Real Estate and Construction Manager, MNP of New Cingular Wireless PCS, LLC, the limited liability company named in the attached instrument, and as such was authorized to execute this instrument on behalf of the limited liability company.

Serena Weber
Notary Public: Serena Weber
My Commission Expires: 1-31-08



OWNER ACKNOWLEDGMENT

STATE OF MN)
COUNTY OF Ramsey) ss:

I CERTIFY that on August 14, 2006, Craig Klausing and Neal Beets personally came before me and acknowledged under oath that they:

- (a) are the Mayor and City Manager of City of Roseville, the corporation named in the attached instrument,
- (b) was authorized to execute this instrument on behalf of the corporation and
- (c) executed the instrument as the act of the corporation.



Sheila Stowell
Notary Public: Sheila Stowell
My Commission Expires: 1/31/2010

EXHIBIT 1

DESCRIPTION OF PREMISES

Page 1 of 1

to the Memorandum of Lease dated August 14, 2006, by and between City of Roseville, a Minnesota municipal corporation, as Owner, and New Cingular Wireless PCS, LLC, a Delaware limited liability company, as Lessee.

Property Address: 1901 Alta Vista Drive, Roseville, Minnesota 55113

Property ID#: 14-29-23-42-0001

The Premises are described and/or depicted as a portion of the following Property:

Tract F: The West 3 Acres of Lot 10, ASYLUM OUTLOTS, Ramsey County, Minnesota,

And

That part of the Northeast Quarter of the Northwest Quarter of the Southeast Quarter of Section 14, Township 29, Range 23, Ramsey County, Minnesota described as follows:

Beginning at the North East corner of the North East quarter, of the North West quarter, of the South East quarter, of Section No. Fourteen (14), Township No. Twenty Nine (29) of Range No. Twenty Three (23) West of the 4th P.M.; thence West along the North line of the above described land Four Hundred (400) feet to a point; thence South, at right angles with the last above named line, Three Hundred and Seventy-seven $\frac{5}{10}$ ($377.5/10$) feet to a point; thence East Four Hundred (400) feet, to the East line of the land above described; thence North Three Hundred and Seventy-seven $\frac{5}{10}$ feet along said East line to the place of beginning. Containing Three and Forty six hundredth (3.46) acres of land.

PAYMENT DIRECTION FORM

NEW ☒

CHANGE ☐

W-9 OR 480 CERTIFICATE ENCLOSED ☒

CINGULAR SITE NUMBER: MPLSMN3472-A	MARKET: MINNESOTA/NORTHERN PLAINS (MNP)
CINGULAR SITE NAME: Roselawn	
SITE ADDRESS: 1901 Alta Vista Drive, Roseville, Minnesota 55113	

LESSOR NAME:* City of Roseville, a Minnesota municipal corporation
PAYEE NAME:** City of Roseville
PAYMENT ADDRESS: Attn: Finance Department, 2660 Civic Center Drive, Roseville, MN 55113
LESSOR PHONE/FAX NUMBER: 651-792-7000
PREVIOUS MANAGEMENT COMPANY: N/A (if applicable)
LESSOR/PAYEE PAYMENT SHARE: *** 100%

- * Lessor Name should be exactly as state in Lease/License
 ** to be completed if rent payee is other than Lessor as stated in Lease/License
 *** percentage of rent payment to be paid to Lessor/Payee named herein

I hereby authorize Cingular Wireless and/or its subsidiaries to make all rent payments and other payments relating to the site named above to the Lessor/Payee and Payment Address listed above (subject to the Lessor/Payee Payment Share listed above). I further acknowledge and agree that the Lessor Payment Share listed above is correct.

This authorization shall remain in effect until I have cancelled it in writing in as much time as to afford you a reasonable time to act upon it.

Craig Klausing
 LESSOR AUTHORIZED SIGNATURE
 Craig Klausing, Mayor

Mayor 8/14/06
 TITLE DATE

CKatt
 LESSOR AUTHORIZED SIGNATURE
 Neal Beets, City Manager

Interim City Manager 8/14/06
 TITLE DATE

Chris Miller, Interim City Manager

Return To:
 Cingular Wireless
 Network Real Estate Contracting
 Mail Code GAN 02
 6100 Atlantic Blvd.
 Norcross GA 30071

Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the
requester. Do NOT
send to the IRS.

Name (if a joint account or you changed your name, See **Specific Instructions** on page 2)

Business name, if different from above (See **Specific Instructions** on page 2)

City of Roseville

Check appropriate box: ☐ Individuals/Sole proprietor ☒ Corporation ☒ Partnership ☐ Other

Address (number, street, and apt. or suite no.)

2660 Civic Center Drive

City, State, and ZIP code

Roseville, MN 55113

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. For individuals, this is your social security number Social security number (SSN). However, if you are a resident alien OR a sole proprietor, see the instructions on page 2. For other entities, it is your employer identification number (EIN). If you do not have a number, see **How To Get a TIN** on page 2. **Note:** If the account is in more than one name, see the chart on page 2 for guidelines on whose number to enter.

Social Security number

OR

Employer identification number

416007849

Requester's name and address (optional)

List account number(s) here (optional)

Part II For Payees Exempt From Backup Withholding
(See the instructions on page 2).

Part III Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.

Certification Instructions.-You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 2.)

**Sign
Here**

Signature:

C. K. Miller

Date:

8/14/06

Purpose of Form.-A person who is required to file an information return with the IRS must get your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 to give your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are an exempt payee.

Note: If a requester gives you a form other than a W-9 to request your TIN, you must use the requesters form if it is substantially similar to this Form W-9.

What Is Backup Withholding? Persons making certain payments to you must withhold and pay to - the IRS 31 % of such payments under certain conditions. This is called "backup withholding." Payments that may be subject to backup withholding

include interest, dividends, broker and barter exchange transactions, rents, royalties, non-employee pay, and certain payments; from fishing boat operators. Real estate transactions are not subject to backup withholding.

If you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return, payments you receive will not be subject to backup withholding. Payments you receive **will** be subject to backup withholding if.

- You do not furnish your TIN to the requester, or
- The IRS tells the requester that you furnished an incorrect TIN, or
- The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
- You do not certify to the requester that you are not subject to backup withholding under 3 above (for reportable interest and dividend accounts opened after 1983 only), or

5. You do not certify your TIN when required. See the Part III instructions on page 2 for details.

Certain payees and payments are exempt from backup withholding. See the Part 11 instructions and the separate **Instructions for the Requester of Form W-9**.

Penalties

Failure To Furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil Penalty for False Information With Respect to Withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal Penalty for Falsifying Information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TIN's. If the requester discloses or uses TINS in violation of Federal law, the requester may be subject to civil and criminal penalties.

Jason Hall
11225 90th Ave North, Suite 201
Maple Grove, MN 55369
Office 763.315.5859
Mobile 612.670.0101
Fax 763.315.5860

To: Chris Miller **From:** Jason Hall

Phone: **Date** 7/28/06

Re: Lease Paperwork from Cingular Wireless – City **CC:**
of Roseville Tower @ 1901 Alta Vista Drive

TRANSMITTAL NUMBER: 2006-206

Attached are the following documents for the City of Roseville to execute after their August 14th City Council Meeting:

- Payment Direction Form (internal administration form)
- W9
- 4 Lease Agreements (once signed, keep 1 original for your records)
- 2 Memorandum of Leases (once signed, keep 1 original for your records)

****Once executed, please mail back to Jason Hall, 11225 90th Ave North, Suite 201, Maple Grove, MN 55369****

Thanks again Chris and call w/ any questions

Sincerely,

Jason Hall
612.670.0101 (mobile)

8/21/06
Mailed
1. Pmt Dir form
2. W9
3. 3 Lease Agmts
4. Lease
5. This transmittal

Market: MNP
Cell Site Number: MPLSMN3472
Cell Site Name: ROSELAWN
Fixed Asset Number: 10111982

FIRST AMENDMENT TO LEASE AGREEMENT

THIS FIRST AMENDMENT TO LEASE AGREEMENT ("**First Amendment**"), dated as of the latter of the signature dates below (the "**Effective Date**"), is by and between the City of Roseville, a Minnesota municipal corporation, having a mailing address of 2660 Civic Center Drive, Roseville, MN 55113 ("**Owner**") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 1025 Lenox Park Blvd. NE, 3rd Floor, Atlanta, GA 30319 ("**Lessee**").

WHEREAS, Owner and Lessee, or its predecessor in interest, entered into a Lease Agreement dated August 14, 2006 ("**Original Agreement**"), whereby Owner leased to Lessee certain premises ("**Premises**"), therein described, that are a portion of the property ("**Property**") located at 1901 Alta Vista Drive, Roseville, MN 55113; and

WHEREAS, Owner and Lessee desire to amend the Agreement to allow for the installation of (1) Diesel Generator, (1) Automatic Transfer Switch to be mounted on the existing H-Frame, and (1) H-Frame Extension on the ground, with associated wiring; and

WHEREAS, Owner and Lessee, in their mutual interest, further wish to amend the Agreement as set forth below accordingly.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Owner and Lessee agree that the recitals set forth above are incorporated herein as if set forth in their entirety and further agree as follows:

1. **Additional Ground Space.** In addition to the other equipment permitted in the Agreement, Owner consents to the addition of 40 (Forty) square feet of additional ground space in which to install (1) Diesel Generator, (1) Automatic Transfer Switch, and (1) H-Frame Extension along with associated wiring and new fencing as needed to enclose the Diesel Generator as more completely described on attached Exhibit B-1. Owner's execution of this Amendment will signify Owner's approval of Exhibit B-1. Exhibit B-1 hereby supplements Exhibit B to the Agreement.

2. **Rent.** Commencing on the first day of the month following the date that Lessee commences construction of the modifications set forth in this First Amendment, Rent shall be increased by Two Hundred and 00/100 Dollars (\$200.00) per month, subject to further adjustments as provided in the Agreement.

Market: MNP
Cell Site Number: MPLSMN3472
Cell Site Name: ROSELAWN
Fixed Asset Number: 10111982

3. **Acknowledgement.** Owner acknowledges that: 1) this First Amendment is entered into of the Owner's free will and volition; 2) Owner has read and understands this First Amendment and the underlying Agreement and, prior to execution of this First Amendment, was free to consult with counsel of its choosing regarding Owner's decision to enter into this First Amendment and to have counsel review the terms and conditions of this First Amendment; 3) Owner has been advised and is informed that should Owner not enter into this First Amendment, the underlying Agreement between Owner and Lessee, including any termination or non-renewal provision therein, would remain in full force and effect.

4. **Other Terms and Conditions Remain.** In the event of any inconsistencies between the Agreement and this First Amendment, the terms of this First Amendment shall control. Except as expressly set forth in this First Amendment, the Agreement otherwise is unmodified and remains in full force and effect. Each reference in the Agreement to itself shall be deemed also to refer to this First Amendment.

5. **Capitalized Terms.** All capitalized terms used but not defined herein shall have the same meanings as defined in the Agreement.

[SIGNATURES APPEAR ON NEXT PAGE]

Market: MNP
Cell Site Number: MPLSMN3472
Cell Site Name: ROSELAWN
Fixed Asset Number: 10111982

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute and seal this First Amendment on the dates set forth below.

“OWNER”

CITY of ROSEVILLE, a Minnesota municipal corporation

By: _____

Name: _____

Title: _____

Date: _____

AND:

By: _____

Name: _____

Title: _____

Date: _____

“LESSEE”

New Cingular Wireless, PCS, LLC, a Delaware limited liability company

By: AT&T Mobility Corporation

Its: Manager

By: _____

Name: _____

Title: _____

Date: _____

[ACKNOWLEDGEMENTS APPEAR ON NEXT PAGE]

Market: MNP
Cell Site Number: MPLSMN3472
Cell Site Name: ROSELAWN
Fixed Asset Number: 10111982

LESSEE ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

On the ____ day of _____ in the year 202__ before me, the undersigned, a notary public in and for said state, personally appeared _____ the _____ [title] of AT&T Mobility Corporation, Manager of New Cingular Wireless PCS, LLC, the corporation named in the attached instrument,

- (b) was authorized to execute this instrument on behalf of the corporation and
- (c) executed the instrument as the act of the corporation.

Notary Public
My Commission Expires:

Market: MNP
Cell Site Number: MPLSMN3472
Cell Site Name: ROSELAWN
Fixed Asset Number: 10111982

OWNER ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

BE IT REMEMBERED, that on this _____ day of _____, 202__ before me, the subscriber, a person authorized to take oaths in the State of Minnesota appeared _____ who, is the _____ of the City of Roseville, the municipality named in the attached instrument,

- (b) was authorized to execute this instrument on behalf of the corporation and
- (c) executed the instrument as the act of the corporation.

Notary Public
My Commission Expires: _____

OWNER ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

BE IT REMEMBERED, that on this _____ day of _____, 202__ before me, the subscriber, a person authorized to take oaths in the State of Minnesota appeared _____ who, is the _____ of the City of Roseville, the municipality named in the attached instrument,

- (b) was authorized to execute this instrument on behalf of the corporation and
- (c) executed the instrument as the act of the corporation.

Notary Public
My Commission Expires: _____

Market: MNP
Cell Site Number: MPLSMN3472
Cell Site Name: ROSELAWN
Fixed Asset Number: 10111982

EXHIBIT B-1

See attached exhibit comprised of 1-page (Site Plan), last revision dated October 3, 2022, prepared by Benchmark Services Inc.

Final Ground Space Configuration:

240 Square Feet Per Existing Agreement

40 Square Feet Additional Ground Space per this First Amendment

280 Total Square Feet of Ground Space

All tower mounted equipment to remain as is and installed. No tower top work is being performed.

Notes:

- I. THIS EXHIBIT WILL BE REPLACED BY AN UPDATED SITE PLAN AFTER THE CITY OF ROSEVILLE'S PRIVATE PARTY PLANS REVIEWER'S REQUESTED REVISIONS HAVE BEEN RECEIVED AND APPROVED.

MEMORANDUM OF LEASE AMENDMENT

Prepared by and Return to:

Cynthia Fortner, General Dynamics
2025 Oliver Dr.
Mount Juliet, TN 37122

On behalf of:

New Cingular Wireless PCS, LLC
Attn: Network Real Estate Administration
1025 Lenox Park Boulevard NE, 3rd Floor
Atlanta, GA 30319

Re: Cell Site # MPLSMN1470, Cell Site Name: ROSELAWN
Fixed Asset Number: 10111982
State: MINNESOTA
County: RAMSEY

MEMORANDUM OF LEASE

This Memorandum of Lease is entered into on this ____ day of _____, 202__, by and between the City of Roseville, a Minnesota municipal corporation, ("**Owner**") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 1025 Lenox Park Boulevard NE, 3rd Floor, Atlanta GA 30319 ("**Lessee**").

1. Owner and Lessee, or its predecessor in interest, entered into a Lease Agreement dated August 14, 2006 ("Original Agreement"), as amended by that First Amendment to Lease Agreement dated _____, ____, 20__, ("First Amendment"), (the Original Lease Agreement and First Amendment to Lease Agreement are collectively referred to herein as the "Agreement") whereby Owner leased to Lessee certain premises ("Premises"), therein described, that are a portion of the property ("Property") located at 1901 Alta Vista Drive, Roseville, MN 55113 for the purpose of installing, operating and maintaining a communications facility and other improvements. All of the foregoing are set forth in the Lease Agreement.

2. The portion of the land being leased to Lessee (the "**Premises**") is described in **Exhibit B-1** annexed hereto.
3. This Memorandum of Lease is not intended to amend or modify and shall not be deemed or construed as amending or modifying, any of the terms, conditions, or provisions of the Lease Agreement, all of which are hereby ratified and affirmed. In the event of a conflict between the provisions of this Memorandum of Lease and the provisions of the Lease Agreement, the provisions of the Lease Agreement shall control. The Lease Agreement shall be binding upon and inure to the benefit of the parties and their respective heirs, successors, and assigns, subject to the provisions of the Lease Agreement.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Lease as of the day and year first above written.

"OWNER"

City of Roseville, a Minnesota Municipal Corporation

By: _____

Print Name: _____

Its: _____

Date: _____

"LESSEE"

New Cingular Wireless PCS, LLC, a Delaware limited liability company

By: AT&T Mobility Corporation

Its: Manager

By:  _____

Print Name: Andrew Sackreiter

Its: Director

Date: 8-9-23

OWNER ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF _____)
) ss.
COUNTY OF _____)

On _____, before me _____, a Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of _____ that the foregoing paragraph is true and correct.

WITNESS my hand and official Seal.

_____ [SEAL]

LESSEE ACKNOWLEDGEMENT

State of Minnesota)
County of Ramsey) ss.

On August 9, 2023 before me, Shannon B. Leners, a Notary Public, personally appeared Andrew Suckewitter, of AT&T Mobility Corporation, as Manager of New Cingular Wireless PCS, LLC, a Delaware limited liability company, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of Minnesota that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Shannon B. Leners

(SEAL)

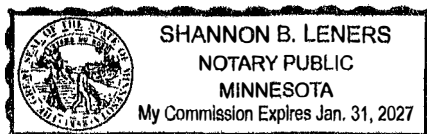


EXHIBIT B-1

DESCRIPTION OF PREMISES

To the Memorandum of Lease dated _____, 20____, by and between the City of Roseville, a Minnesota municipal corporation, "Owner", and New Cingular Wireless PCS LLC, a Delaware liability company, as "Lessee": The Premises are described and/or depicted as follows:

See attached exhibit comprised of 1-page, last revision date June 9, 2023, prepared by Benchmark Services Inc.

Final Ground Space Configuration:

240 Square Feet Per Existing Lease Agreement
40 Square Feet Additional Ground Space per this First Amendment,
280 Total Square Feet of Ground Space

Tower mounted equipment, lines, radio units, microwave dish, microwave radios, and cables remain as is, if installed. No tower top work is being performed.

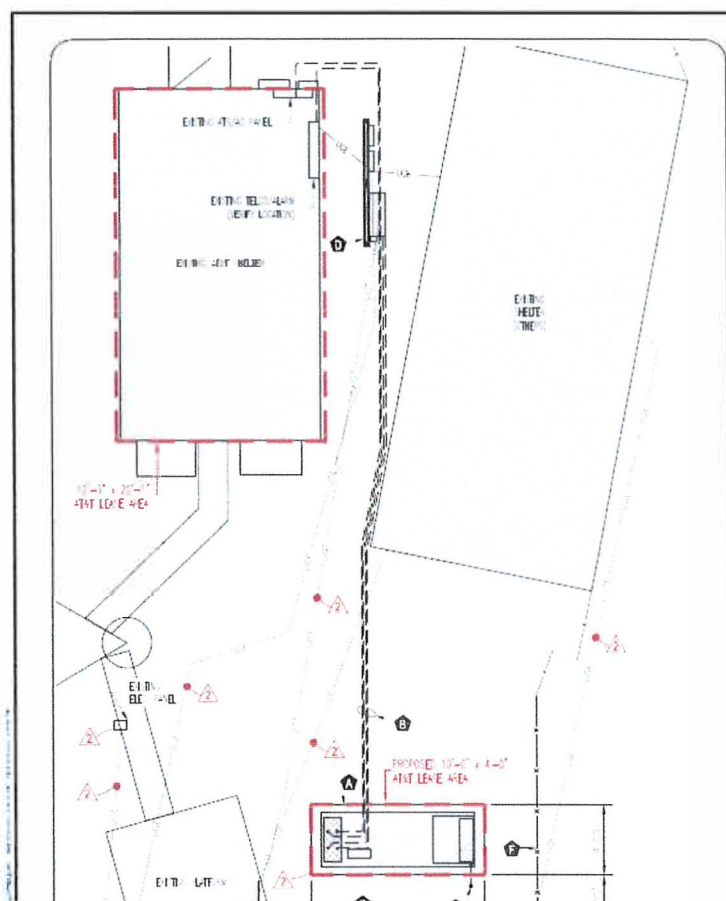
LEGAL DESCRIPTION OF OWNER'S PROPERTY:

The West 3 acres of Lot 10, Asylum Outlots, Ramsey County, Minnesota and that part of the Northeast Quarter of the Southeast Quarter of Section 14, Township 29, Range 23, Ramsey County, Minnesota described as follows: Beginning at the northeast corner of the northeast quarter of the northwest quarter of the southeast quarter of Section No. Fourteen (14), Township No. Twenty-Nine (29) of Range Twenty Three (23) West of the 4th PM; thence west along the north line of the above described land four hundred (400) feet to a point; thence south at right angles with the last above named line, three hundred and seventy-seven 5/10 (377.5/10) feet to a point, thence east four hundred (400) feet, to the east line of the land above described, thence north three hundred and seventy-seven 5/10 feet along said line to the place of beginning. Containing three and forty-six hundredth (3.46) acres of land.

Parcel # 14.29.23.42.0001

The property interests leased and granted by the Owner to the Lessee (collectively the "Premises") are the following:

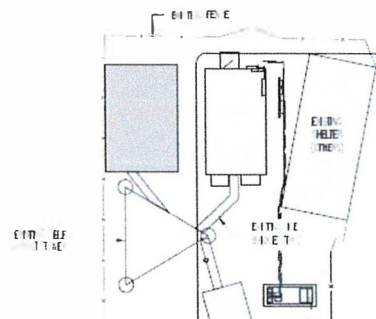
- Ground space comprised of approximately 300 square feet, (12' x 20') and (4' x 10') usable square feet, see exhibit B-1 Site Plan for details
- Structure exterior space for attachment of antennas, see exhibit B of Lease Agreement for details
- Space required for cable runs to connect equipment and antennas, see exhibit B of Lease Agreement for details
- Non-exclusive easements required to run utility lines and cables, see exhibit B of Lease Agreement for details
- Non-exclusive easement across Owner's Property for access, see exhibit B of Lease Agreement for details

EXHIBIT B-1

SCOPE OF WORK NOTES

- [illegible]

MUSIC LOADING ROOM FOR OTHERS
 ADMITS 500 CONSUMERS ALL OF
 ALL TIMES FREE TO ENTER



ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8/21/2023
Item No.: 10.i.

Department Approval



City Manager Approval



Item Description: Adopt Resolution Prohibiting Parking on Dale Street by the Nature Center

Background

City of Roseville staff and Ramsey County staff have identified vehicles parking too near the crosswalk on Dale Street between the Nature Center and the Arboretum. When vehicles park too close to the crosswalk, it makes it more difficult for pedestrians to be seen by motorists. In order to alleviate this safety concern and to provide better site visibility of the crosswalk, the County is supportive of installing a no-parking zone. The proposal is to install no parking signs 50 feet north of the driveway and 40 feet south of the crosswalk. The north side is a greater distance in order to get the sign far enough away from the driveway entrances so it is not hit. This will likely result in the loss of two potential parking spots on the south side. Since this is on a county road, the County requires a resolution from the City to establish a no-parking zone. If passed, the County will install the signs in the areas as shown on the map in Attachment 2.

Policy Objectives

It is City policy to keep City-owned infrastructure in good operating condition and to keep systems operating in a safe condition.

Racial Equity Impact Summary

There should be no equity impacts associated with this no parking resolution.

Budget Implications

There are no costs to the City. All signs will be installed by Ramsey County Public Works.

Staff Recommendations

Staff recommends Council adopt the resolution prohibiting parking on Dale Street by the Nature Center.

Requested Council Action

Motion to adopt the resolution prohibiting parking on Dale Street by the Nature Center.

Prepared by: Jesse Freihammer, Public Works Director

Attachments: 1. Resolution
2. Map

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 21st day of August, 2023, at 6:00 p.m.

The following members were present:
and the following were absent:

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION PROHIBITING PARKING ON
PORTION OF DALE STREET NEAR NATURE CENTER**

WHEREAS, Dale Street, south of County Road C, is a Ramsey County Road within the City of Roseville; and

WHEREAS, the City of Roseville and Ramsey County wish to establish a no parking area near the Nature Center to provide better site visibility; and

WHEREAS, Ramsey County requires a no parking resolution so no parking zone can be established, and

WHEREAS, parking will be restricted on the street and “no parking” signs will be posted as per the map in Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville, that parking is hereby prohibited on Dale Street approximately 50 feet north of the crosswalk and approximately 40 feet south of the crosswalk near the Nature Center as shown in Exhibit A.

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

and the following voted against the same:

WHEREUPON said resolution was declared duly passed and adopted.

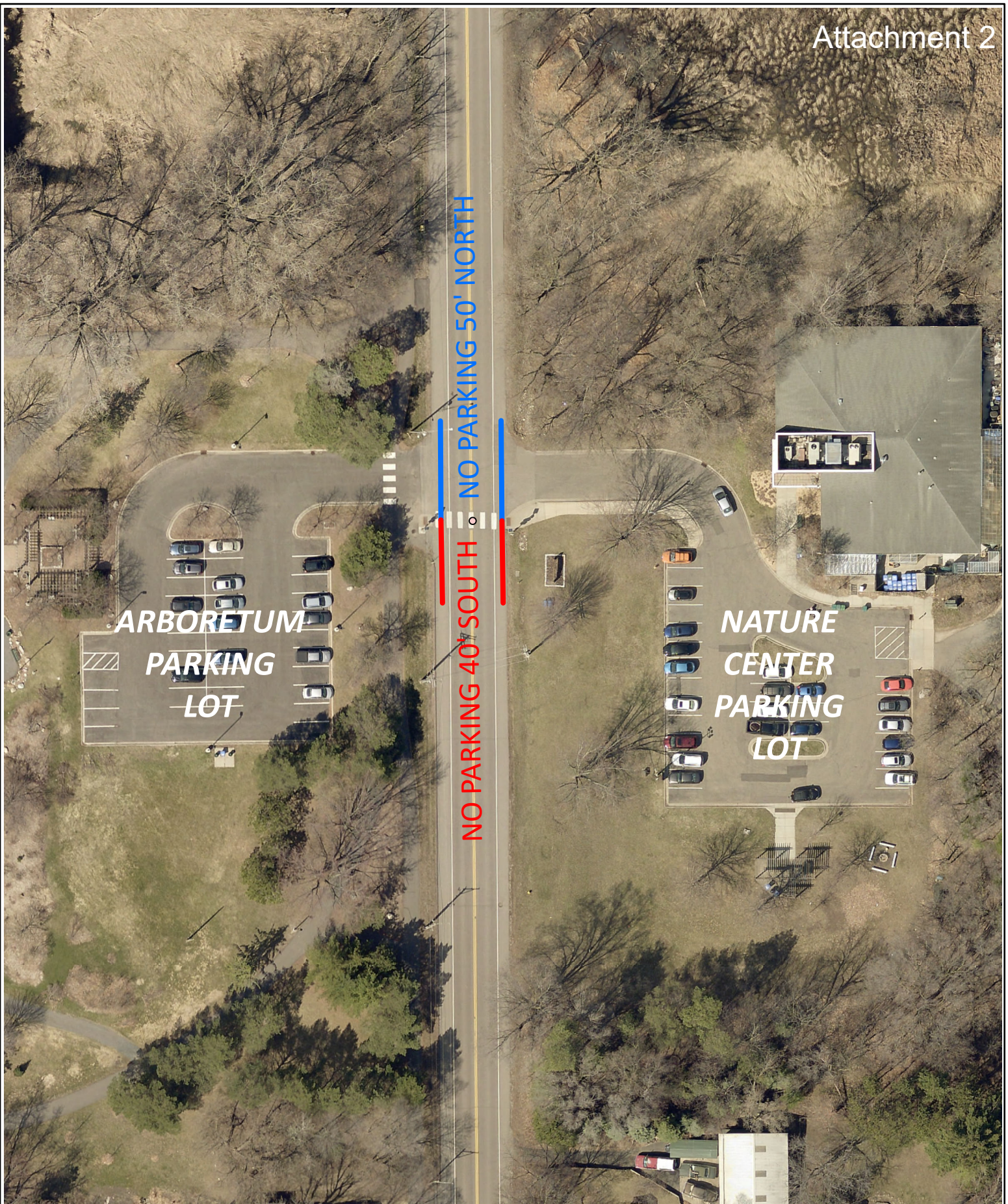
STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 21st day of August, 2023, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 21st day of August, 2023.

SEAL

Patrick J. Trudgeon, City Manager



Nature Center/Arboretum Crosswalk Parking



Prepared by: Engineering Department
8/2/2023

Data Sources
 * Ramsey County GIS (7/3/2023)
 * City of Roseville Community Development
 * City of Roseville Finance Department

DISCLAIMER:
 This map is a legally recorded map and is not intended to be used as a survey. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not warrant that the GIS Data can be used for engineering, planning or any other purpose requiring accurate measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 951-762-0075. The preceding disclaimer is provided pursuant to Minnesota Statute §465.03, Subd. 21 (2005), and the user of this map acknowledges that the City will not be liable for any damages, and expressly waives all claims, interests, and liabilities to the City from any and all claims brought by them, its employees or agents, or third parties which arise out of the user's access or use of data provided.

— 50' Distance
 — 40' Distance



NatureCenterCrosswalkParking



ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8/21/2023
Item No.: 10.j.

Department Approval



City Manager Approval



Item Description: Approve No Parking Resolution for Dale Street from Larpenteur Avenue to Lovell Avenue

Background

As part of Ramsey County's safety improvements on Dale Street from Hatch Avenue in St. Paul to Lovell Avenue in Roseville next summer, the County is requesting the City adopt a no parking resolution for Dale Street. Ramsey County is redesigning Dale Street to implement a 4 to 3 lane conversion (restripe with a thru lane in each direction and a center left turn lane) to reduce the frequency and severity of crashes. The current design includes resurfacing the roadway, adding on-road bicycle lanes, adding three pedestrian median refuges in Roseville, and various pedestrian ramp and transit stop upgrades. The County intends to use State Aid funds and the design must conform to State Aid standards. A no parking resolution is required to meet these design standards for this road configuration.

This segment of Dale Street is currently a four-lane road without parking. The proposed layout, due to the existing width of the roadway, does not have enough room for parking. This project nor resolution will change parking along the segment.

The attached resolution prohibits parking along both sides of Dale Street from Larpenteur to County Road B2.

Policy Objectives

It is City policy to keep City-owned infrastructure in good operating condition and to keep systems operating in a safe condition.

Racial Equity Impact Summary

There should be no negative equity impacts associated with this no parking resolution.

Budget Implications

There are no costs to the City. All signs will be installed by Ramsey County Public Works.

Staff Recommendations

Staff recommends Council adopt the resolution prohibiting parking on Dale Street from Larpenteur Avenue to Lovell Avenue.

Requested Council Action

35 Motion to adopt the resolution prohibiting parking on Dale Street from Larpenteur Avenue to
36 Lovell Avenue.
37

38 **Prepared by:** Jennifer Lowry, City Engineer / Assistant Public Works Director

Attachments: 1. Resolution
2. Map

39

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 21st day of August, 2023, at 6:00 p.m.

The following members were present:
and the following were absent:

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION PROHIBITING PARKING ON DALE STREET FROM LARPENTEUR
AVENUE TO LOVELL AVENUE WITHIN THE CITY OF ROSEVILLE**

WHEREAS, Dale Street from Larpenteur Avenue to Lovell Avenue is County State Aid Highway 53 (CSAH 53), which is part of the County State Aid Highway system; and

WHEREAS, portions of such roadways are proposed to be rehabilitated using State Aid funds and the rehabilitation of such roadways must conform to established State Aid standards; and

WHEREAS, Dale Street from Larpenteur Avenue to Lovell Avenue, parking will be restricted on both sides of the street and “no parking” signs will be posted.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville, that parking is hereby prohibited on both sides of Dale Street from Larpenteur Avenue to Lovell Avenue.

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

and the following voted against the same: .

WHEREUPON said resolution was declared duly passed and adopted.

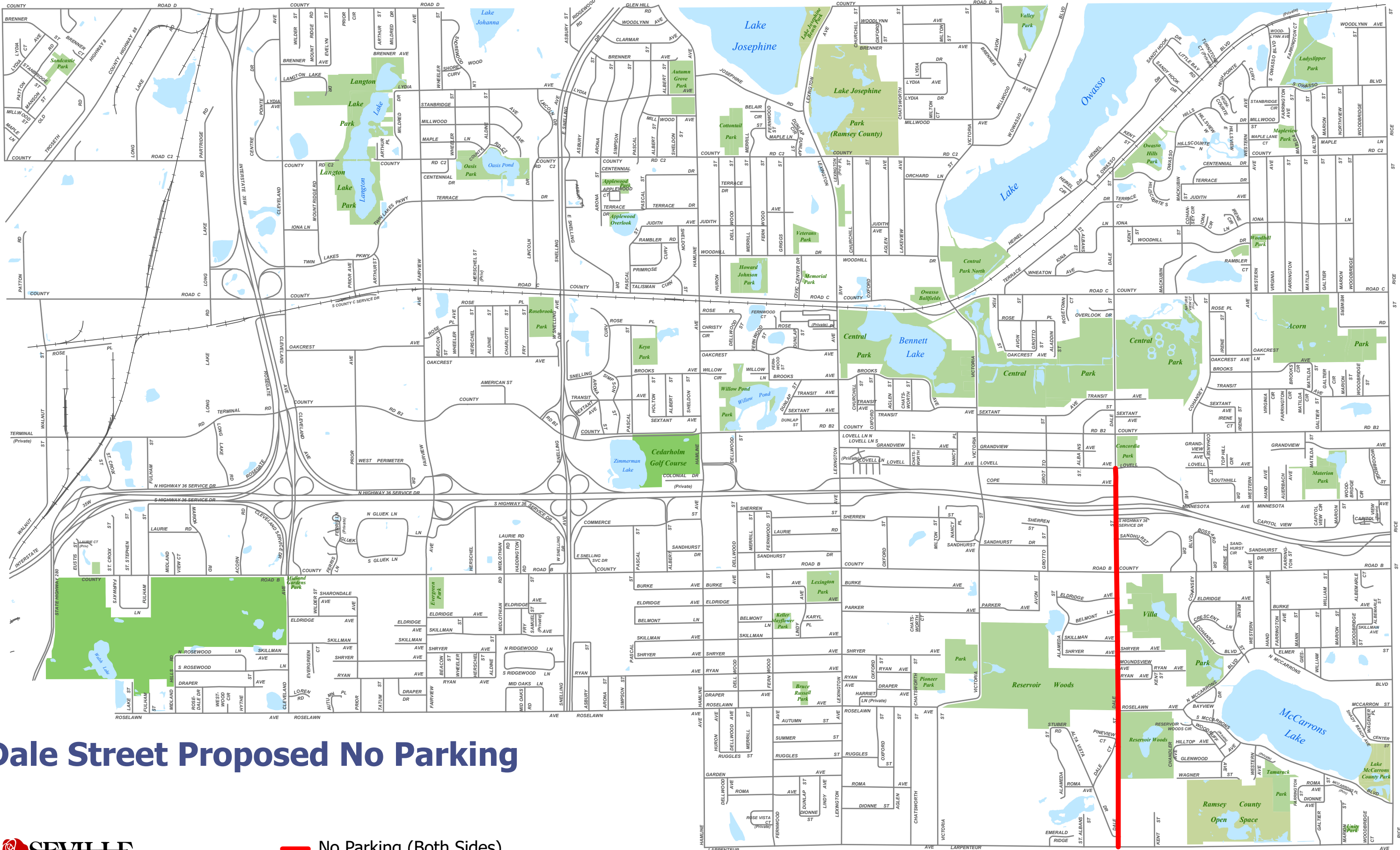
STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 21st day of August, 2023, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 21st day of August, 2023.

SEAL

Patrick J. Trudgeon, City Manager



Dale Street Proposed No Parking

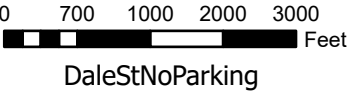


Prepared by: Engineering Department
8/14/2023

 No Parking (Both Sides)

Data Sources
* Ramsey County GIS (8/1/2023)
* City of Roseville Community Development
* City of Roseville Finance Department

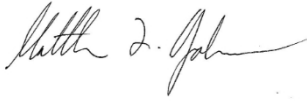
DISCLAIMER:
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ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8/21/2023
Item No.: 10.k.

Department Approval



City Manager Approval



Item Description: Authorize Purchase Order with Flagship Recreation for Playground Engagement, Design, Equipment, and Installation

Background

In 2022 the City acquired a .8-acre parcel at 2381 County Road B for the development of a new park. This area in Roseville is identified for additional park facilities in the Parks and Recreation System Master Plan.

To begin the planning process, staff and consultants held two meetings with the neighborhood. The first meeting, held on May 10, 2023, focused on general brainstorming and broad concepts for the park. The second meeting focused on preliminary concept design. Utilizing the information received at these meetings, a preliminary preferred concept that calls for a play structure, picnic grove, basketball shooting area, and a natural area with a small nature path has been developed.

In September, staff are planning to conduct a third meeting with the neighborhood to review the preferred concept plan and receive feedback. Additionally, this meeting will be used to collect feedback regarding more specific elements of the concept plan such as site furnishings and preliminary playground designs. Once a final concept and budget is developed, staff will present it to the City Council for final approval.

Although the concept has not been finalized, it is important that our playground vendor is able to participate in the next meeting to ensure that the feedback that is received can be used in developing the playground.

The attached Purchase Order (PO) with Flagship Recreation for \$155,000 is the amount that we typically allocate for a mid-sized playground. The actual amount may vary once the final concept is confirmed.

Flagship Recreation has had its pricing verified as part of the Minnesota Cooperative Purchasing Venture, which satisfies competitive bidding requirements. They have installed a number of playgrounds in the City over the past ten years and consistently deliver high-quality equipment, effective community engagement, and strong customer service.

Approval of the enclosed PO will award the playground portion of this project to Flagship Recreation, and allow them to participate in the final site design process, to ensure that the installed playground represents the desires of the neighbors who are participating in the engagement process.

Policy Objectives

The development of a park at 2381 County Road B is consistent with Roseville's aspiration of providing opportunities for residents to be physically healthy and mentally active and the Parks and Recreation System Master Plan. The involvement of a playground vendor at this point in the process will also

ensure that this project meets the City's commitment to developing parks collaboratively with our residents.

Racial Equity Impact Summary

The block group in which the park will reside (west of Fairview Avenue and south of Highway 36) is 29% people of color or persons identifying as two or more races. This is one of the few remaining areas in Roseville where there is no park within ½ mile, a key metric in determining park access.

Throughout the engagement process, staff provided additional flyers and mailings to the residents of multi-family housing in the neighborhood to encourage participation.

The staff plans to work with individuals with ambulatory disabilities in the development of this park.

Budget Implications

The enclosed PO is for \$155,000, the amount that would typically be allocated for a midsize playground. The final budget for the playground, and the project as a whole, will be established once the final site plan is complete. The development of the park at 2381 County Road B. is planned to be funded utilizing previously received park dedication dollars.

Staff Recommendations

Motion to approve the enclosed purchase order of \$155,000 for Flagship Recreation.

Requested Council Action

Motion to approve the enclosed purchase order of \$155,000 for Flagship Recreation.

Prepared by: Matthew Johnson

Attachments: 1. Draft Purchase Order with Flagship Recreation



PURCHASE ORDER
No. 0000008397

VENDOR:

Flagship Recreation
11123 Upper 33rd St N

Lake Elmo, MN 55042

SHIP TO:

CITY OF ROSEVILLE

2660 CIVIC CENTER DRIVE

ROSEVILLE, MN 55113-1899

BILL TO:

CITY OF ROSEVILLE
2660 CIVIC CENTER DRIVE

ROSEVILLE, MN 55113-1899

VENDOR NO.		VENDOR PHONE NUMBER		TERMS	DATE	REQUIRED DELIVERY DATE	
100936				0	08/15/2023		
SHIPPING INSTRUCTIONS							
Matthew Johnson							
ITEM	QTY	U/M	DESCRIPTION/TASK	PRD CODE	ACCOUNT	UNIT PRICE	AMOUNT
1	0.00		Playground Engagement, Desing, Equipment and Installation		201-04-40-43-0321-23-430000	155,000.00	155,000.00

SUBTOTAL: 155,000.00
TAX: 0.00
SHIPPING: 0.00

TOTAL: 155,000.00

TAXABLE: No
CONFIRMING:

AUTHORIZED SIGNATURE

IMPORTANT: OUR ORDER NUMBER MUST APPEAR ON EVERY INVOICE AND PACKAGE

This order is given upon the representation and guaranty of the manufacturer or seller that no breach of any State or Federal Law or Regulation has occurred in connection with the manufacturing, processing, branding, labeling or transportation of the merchandise herein mentioned. If such breach occurs or is charged by any legally constituted State or Federal authority, the buyer shall be entitled to rescind the order and return the unused merchandise and shall also be held harmless by the manufacturer or seller against any penalty incurred and/or the cost of defense of any proceeding designed to penalize the buyer therefor.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8/21/2023
Item No.: 10.I.

Department Approval



City Manager Approval



Item Description: Adopt a Resolution to Accept Roseville Police Foundation Donation

Background

The Roseville Police Foundation is a local foundation that supports and provides additional resources to the Roseville Police Department in an effort to enhance the Department's capacity to provide quality services to all Roseville community members through outreach initiatives, the pursuit of innovative training, and through the acquisition of supplemental equipment and technology.

In the Spring of 2022, the Roseville Police Department launched a drone program aimed to provide airborne support to police operations in a safe, responsible, and transparent manner to preserve the peace, reduce response times, and increase the quality of life in the city of Roseville. Of note, the services this program provides benefit not only Roseville, but any city or county agency we're able to respond to.

The use of drones has shown to be an effective way of providing law enforcement with critical information to respond to calls for service and emergency situations, and to conduct criminal investigations. Some examples include; providing an overhead view of an area or incident for ground personnel, safely clearing the interior of buildings, providing detailed documentation of crime and crash scenes, and searching for lost or missing persons.

Our drone team has expressed a need for two smaller drones that could be used to search the interior of businesses, dwellings, and smaller structures such as sheds or garages. The Ramsey County SWAT team has already been utilizing smaller drones for structures and found their use very effective and often easier to maneuver than a robot.

In July 2023, the Roseville Police Foundation approved a funding request to expand the department's drone program through the purchase of two smaller drones and accessories. The cost of the drones and accessories is \$4,684.78.

A resolution for acceptance of the funds is required per state law.

Policy Objectives

Allow the Roseville Police Department to accept the \$4,684.78 in funds to be used as requested.

Racial Equity Impact Summary

Investing in innovative tools to keep officers and the community safe benefits all and furthers the City of Roseville and the Roseville Police Department's commitment to creating a safe and livable community for all, including Roseville's historically disadvantaged communities.

Budget Implications

There is no initial cost to the City as there is no match requirement for this funding.

Staff Recommendations

The police department is recommending City Council adopt a resolution allowing the City of Roseville to accept a donation from the Roseville Police Foundation in the amount of \$4,684.78 to enhance its unmanned aerial system program.

Requested Council Action

Adopt a resolution to accept a donation from the Roseville Police Foundation in the amount of \$4,684.78 to enhance its unmanned aerial system program through purchase of two smaller drones and accessories.

Prepared by: Erika Scheider, Chief of Police

Attachments: 1. Resolution

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was duly held on the ____th day of _____, 2023, at 6:00 p.m.

The following members were present: ; and and the following members were absent: .

Member introduced the following resolution and moved its adoption:

**RESOLUTION NO. _____
A RESOLUTION ACCEPTING A DONATION FROM THE ROSEVILLE POLICE
FOUNDATION OF FUNDS FOR THE PURCHASE OF TWO SMALLER UNMANNED
AERIAL SYSTEMS (DRONES) AND ACCESSORIES**

WHEREAS, the City of Roseville is generally authorized to accept donations of real and personal property for the benefit of its residents pursuant to Minnesota Statutes Section 465.03;

WHEREAS, the Roseville Police Foundation has offered to donate to the City funds in the amount of \$4,684.78 for the purchase of two smaller unmanned aerial systems (drones) and accessories as part of the Roseville Police Department's drone program. Drones have become valuable tools, providing airborne support to police operations in a safe, responsible, and transparent manner to preserve the peace, reduce response times, and increase the quality of life in the city of Roseville;

WHEREAS, the above-referenced donation has no further conditions on its acceptance;

WHEREAS, the donation is contributed to the City for the benefit of its residents; and,

WHEREAS, the City Council finds that it is appropriate to accept the donation offered.

NOW, THEREFORE, BE IT RESOLVED, that the Roseville City Council, on behalf of the City of Roseville, Minnesota, hereby accepts the gift of the donation described herein.

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

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the ____th day of _____, 2023, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this ____th day of _____, 2023.

Patrick Trudgeon, City Manager

(SEAL)

FUTURE MEETING AGENDA HIGHLIGHTS

August 21, 2023

August 24, 2023 City Council Meeting

- Commission Applicant Interviews

September 11, 2023 City Council Meeting

- Discuss Use of Cannabis in Public Ordinance

September 18, 2023 EDA Meeting

- EDA Budget Approval
- Approve accepting Ramsey County grant for Community Land Trust

September 18, 2023 City Council Meeting

- Finance Commission Recommendation on Budget
- MnDOT Hwy. 36 Presentation

September 25, 2023 City Council Meeting

- Approve Preliminary Budget and Levy

Future Agenda Review - Longer Term Initiatives

8/17/2023

(items that likely require council discussion/action)

Item	Initiated By	Target Date	Status/Notes
Accept classification & compensation study & recomm's	Staff/Council	Fall '23	implementation strategies discussion to follow
Envision Roseville final report & RFP for strategic plng	Staff/Council	Fall '23	(City Manager goal item)
Off-sale liquor license holders - 1 day suspension for 1st viola	Etten	Fall '23	Increase fine to \$2000 for 1st, staff will bring ord amend
Rooster Regulations	Council	Fall ' 23	Staff will review for changes in code
Commission scope/duties/functions implementation	Etten/Council	Fall '23	
Short term rental code updates	Council	Fall '23	(Issuance of new licenses suspended pending update)
Update SREAP with new goals/objectives	Staff/Council	Late '23	(City Manager goal item)
Strategic planning	Staff/Council	1st qtr '24	(City Manager goal item)
Roseville Fire role in medical transport	Staff	TBD	Ongoing discussions with Allina, etc.
Review need of pet licenses	Council	TBD	Staff review amount of licenses issued and report back
Sister City Relationship with Indigenous Tribal Nation	Strahan	TBD	
Zero Waste Packaging/Compostable Containers	Etten/Strahan	TBD	PWET will continue to work on issue and report back
City Speed Limit Review on Local Streets	Strahan/Council	TBD	PWET will continue to work on issue and report back
Update on shopping carts left in public r-o-w	Strahan	Summer '24	CD Director provided email 7/14 providing update
City/EDA Budget Process			
Fin Comm budget recomm's & prelim levy/budget	Staff/Council	Sep '23	(budget calendar item)
Utility Rates & Fee Schedule	Staff/Council	Nov '23	(budget calendar item)
Adopt final budget, levy, utility rates, & fees	Staff/Council	Dec '23	(budget calendar item)