



City Council Agenda

Monday, September 23, 2024

6:00 PM

City Council Chambers

(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: Etten, Schroeder, Groff, Strahan, and Roe
- 6:01 p.m. **2. Pledge of Allegiance**
- 6:02 p.m. **3. Approve Agenda**
- 6:03 p.m. **4. Public Comment**
- 6:08 p.m. **5. Recognitions and Donations**
a. Indigenous Peoples' Day Proclamation
- 6:13 p.m. **6. Items Removed from Consent Agenda**
- 7. Business Items**
- 6:15 p.m. a. Consider Resolutions and an Ordinance allowing the subdivision of a parcel from the west end of the Roseville Covenant Church property and re-guide and rezone it for low-to-medium density residential development (PF24-004)
- 6:30 p.m. b. Adopt a Preliminary 2025 Tax Levy and Budget
- 7:10 p.m. c. Consider Refunding Water Meter Deposits through Transfer from Sanitary Sewer Fund Balance
- 7:30 p.m. d. Certify Unpaid Utility Charges to the Property Tax Roll
- 8. Council Direction on Councilmember Initiated Agenda Items**
- 7:35 p.m. **9. Approval of City Council Minutes**
- 7:40 p.m. **10. Approve Consent Agenda**
a. Approval of Payments
b. Approve 1 Massage Therapy Establishment License
c. Approve General Purchases Exceeding \$10,000 or Sale of Surplus Items
d. Approve the Amended 2025 Insurance Benefit Renewals and City Cafeteria Contributions
e. Approve Resolution Awarding Contract for the Dale-Owasso Sanitary Sewer Lift Station Project
f. Adopt a Resolution authorizing the Roseville Economic Development Authority to apply for Metropolitan Council Livable Communities affordable homeownership funds on behalf of the City
- 7:45 p.m. **11. Future Agenda Review, Communications, Reports, and Announcements - Council and City Manager**
a. Future Agenda Review
- 7:55 p.m. **12. Adjourn**



Indigenous Peoples' Day October 14, 2024

Whereas: For longer than any other people, Indigenous nations have lived upon the land where our nation and City now stand; and

Whereas: Indigenous Peoples' Day is an important time to celebrate the rich culture, tradition, and history and acknowledge the important contributions of America's original people; and

Whereas: It is also an opportune time to educate the general public about the severe challenges American Indians have faced both historically and in the present, and the ways in which American Indians have worked to conquer these challenges; and

Whereas: The land in present day is located on the ancestral and contemporary lands of American Indian people and home of the original people of Turtle Island since time immemorial, and without whom, the building of this City would not have been possible and holds great historical, spiritual and personal significance for its original stewards; and

Whereas: American Indians over the many years protected and preserved the landscape of Minnesota and the City of Roseville, including their intrinsic traditional knowledge, labor, technology, science, philosophy, arts as well as their cultural belief system that stipulates that they are protectors and stewards of the natural environment for the benefit of all; and

Whereas: American Indian people today face significant disparities that impact their safety, health, wellbeing, education, vitality, and cultural preservation, and the City of Roseville understands that in order to help combat these disparities, government entities, organizations, and other public institutions should change their policies and practices to better reflect the experiences of American Indian people and uplift our country's Indigenous roots, history, and contributions to ensure greater access and opportunity; and

Whereas: In 1990, representatives from 120 Indigenous nations at the First Continental Conference on 500 Years of Indian Resistance unanimously passed a resolution to transform Columbus Day into an occasion to strengthen the process of continental unity and struggle towards liberation, and thereby use the occasion to reveal a more accurate historical record; and

Whereas: The Twin Cities community has a strong history of over four decades of American Indian activism, which the City celebrates and honors; and

Now, Therefore, Be It Resolved that the City Council hereby declares that the City of Roseville observes Indigenous Peoples Day on October 14, 2024 in order to promote appreciation, healing, reconciliation, understanding, friendship and continued partnerships with the American Indian Community.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this 23rd day of September 2024.

Mayor Daniel J. Roe

REQUEST FOR COUNCIL ACTION

Date: 9/23/2024

Item No.: 7.a.

Department Approval

Janice Gundlach

City Manager Approval

Samir J. Trueman

Item Description: Consider Resolutions and an Ordinance allowing the subdivision of a parcel from the west end of the Roseville Covenant Church property and re-guide and rezone it for low-to-medium density residential development (PF24-004)

Background

The subject of this application is the westernmost 120 feet of the Roseville Covenant Church parcel at 2856 Hamline Avenue. The church has no development plans for the western end of its property, but seeks to create a parcel that can be developed by a potential future buyer. If the current application is approved, the only effect on the church property itself would be to reduce its area by about 10%, which would effectively increase the improvement area of the church property to an amount that would remain under the Institutional (INST) zoning district's limit. The rest of this report is a summary analysis of the subdivision and rezoning proposal with respect to the proposed new parcel. The full analysis by Planning Division staff was presented to the Planning Commission and is included as Attachment 1.

Legislative Authority

When considering a request to change the comprehensive plan guidance of a property, or its zoning designation, or both, the role of the City is **legislative**; to review a proposal for its merits in addition to evaluating the potential impacts to the public health, safety, and general welfare of the community. The City has broad discretion when acting in its legislative capacity, such that even if a comprehensive plan change or rezoning request is found to be compatible with the Comprehensive Plan and is otherwise a desirable proposal, the City may still deny the request if the proposal fails to promote the public health, safety, and general welfare.

When considering a subdivision request, the role of the City is **quasi-judicial**; to determine the facts associated with a particular proposal and apply those facts to the legal standards contained in the ordinance and relevant state law. In general, if the facts indicate an application meets the relevant legal standards and will not compromise the public health, safety, and general welfare, then the applicant is likely to be entitled to the approval. The City is, however, able to add conditions to a subdivision approval to ensure that potential impacts on parks, schools, roads, storm sewers, and other public infrastructure on and around the subject property are adequately addressed. Subdivisions may also be modified to provide for the orderly, economical, and safe development of land, and to promote housing affordability for all levels.

Comprehensive Plan Future Land Use Map Change

Given the community survey results documented in Roseville's 2040 Comprehensive Plan encouraging development of vacant or underutilized land and the direct proximity of the subject site to land with a Low Density Residential (LR) future land use guidance, the Planning Commission concurred with the recommendation presented by Planning Division staff to re-guide the subject site from Institutional to LR.

Zoning Change

The recommended LR future land use category corresponds to two zoning districts: the Low Density Residential (LDR) district and the Low to Medium Density Residential (LMDR) district. In light of the

immediate proximity of this site to the abutting LMDR and Institutional zoning districts, as well as the High Density Residential district across the street, The Planning Commission concurred with staff's analysis that it would be inappropriate to rezone this one parcel to become a lone LDR-zoned property among the three other more intensive zoning districts and recommended rezoning the property to the LMDR district.

Preliminary Plat

The proposed lot is 120 feet wide and slightly more than 165 feet deep, which is a little less than half an acre in area. Because the LMDR district requires a minimum density of five dwellings per acre and a maximum of eight dwellings per acre, the proposed lot could accommodate between 2.3 dwellings and 3.6 dwellings. Although specific development plans are not part of this application because the applicant does not intend to be the developer, the proposed lot has enough width and area to accommodate a variety of possible residential development types within the LMDR zoning district. The Planning Commission recommended approval of the proposed preliminary plat, with typical conditions related to storm water management and park dedication.

Public Comment

The public hearing for this application was held by the Planning Commission on September 4, 2024. Draft minutes of the public hearing, emails from the public received by Planning Division staff, memos from members of Roseville's Development Review Committee, and the summary of the developer's open house meeting are included as Attachment 2. In light of the concerns expressed regarding the potential impacts of the proposal on the pond on the church property, staff would like to clarify that this is not a natural pond, but it is a storm water pond built concurrently with the construction of the church in the early 1990s.

Policy Objectives

- Establish public-private partnerships to ensure life-cycle housing throughout that City attracts and retains a diverse mix of people, family types, economic statuses, ages, and so on.
- Explore opportunities to encourage smaller housing units, "non-traditional" housing development (which could include culturally-appropriate housing to reflect the population demographics of the City), and opportunities to address the lack of housing in the "missing middle".

Equity Impact Summary

The policy choice posed by the current application is whether to change the future land use and zoning maps to enable development of new "missing-middle" housing on the subject property. The high cost of housing disproportionately affects communities of color and households with low or fixed incomes, and increasing the supply of new housing at any size or price can help relieve the market pressure driving up housing costs. Even if new dwellings built on the subject property do not meet the technical parameters to be considered 'affordable', per se, missing-middle housing is less costly than comparable housing built as detached homes on larger lots.

Budget Implications

Receipt of park dedication funds commensurate with the number of new dwelling units developed on the proposed new parcel

Staff Recommendations

Planning Division staff recommends three actions.

1. **Adopt a resolution approving the proposed amendment to the 2040 Comprehensive Plan Future Land Use Map** re-guiding the western 120 feet of the subject property from Institutional land uses to Low Density Residential land uses, based on the content of this RCA, public input, and City Council deliberation.

2. **Pass an ordinance approving the proposed Zoning Map change** rezoning the western 120 feet of the subject property from the Institutional district to the Low-to-Medium Density Residential district, based on the content of this RCA, public input, and City Council deliberation.
3. **Adopt a resolution approving the proposed Roseville Covenant Church 2nd Addition plat** creating Lot 1, Block 1 as a developable lot for future residential development and preserving the church and its associated improvements on Lot 2, Block 1, based on the content of this RCA, public input, and City Council deliberation, with the following conditions:
- a. Pursuant to the memo from Public Works staff included in Attachment 1, the applicant shall:
 - i. Dedicate easements as indicated in the preliminary plat; and
 - ii. Provide an Operations and Maintenance Plan, and record an Operations and Maintenance Agreement in favor of the City, pertaining to the maintenance of the private storm water management BMPs.
 - b. Pursuant to the memo from Parks and Recreation staff included in Attachment 1, the applicant shall:
 - i. Dedicate cash in lieu of park land in the amount of \$8,500 prior to filing the plat at Ramsey County; and
 - ii. Pay additional park dedication fee(s) for each dwelling unit beyond the first two prior to the issuance of building permits. The amount of such additional park dedication fee shall be determined by the amount per unit specified in the City Fee Schedule in effect at the time of the building permit application.

Requested Council Action

By Motion:

1. **Adopt a resolution approving the proposed amendment to the 2040 Comprehensive Plan Future Land Use Map** re-guiding the western 120 feet of the subject property from Institutional land uses to Low Density Residential land uses, based on the content of this RCA, public input, and City Council deliberation.
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Prepared by: Bryan Lloyd, Senior Planner

- Attachments:**
- 1. Request for Planning Commission Action
 - 2. Public Comment
 - 3. Draft Resolutions and Ordinance

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ROSEVILLE
REQUEST FOR COMMISSION ACTION

Date: **9/4/2024**Item No.: **6.a.**

Department Approval

Janice Gundlach

Agenda Section

Public Hearing

Item Description: Consider a request to subdivide a parcel from the west end of the Roseville Covenant Church property and re-guide and rezone it for low- to medium-density residential development (PF24-004)

Application Information

Property owner and applicant: Roseville Covenant Church

Location: 2856 Hamline Avenue

Application considered complete: August 1, 2024

City action deadline: September 30, 2024

Land Use Context	Existing Land Use	Guiding	Zoning
Site	undeveloped	INST	INST
North	duplexes	LR	LMDR
West	duplexes	LR	LMDR
South	apartments	HR	HDR
East	church	INST	INST

Background

The subject of this application is the westernmost 120 feet of the Roseville Covenant Church parcel. If the current application is approved, the only effect on the church property itself would be to reduce its area by about 20,000 square feet, which would effectively increase the improvement area of the church property to nearly 60% of the overall lot. Because the resulting improvement area would remain under the Institutional (INST) zoning district's 75% limit, it is easy to confirm the proposal would not create any nonconforming conditions on the church property itself. With this confirmation, the rest of this RPCA will focus solely on the parcel of land subject to the subdivision and rezoning proposal. Roseville Covenant Church has no development plans for the western end of its property, but has submitted an application to create a separate parcel that can be developed by a potential future buyer.

Legislative Authority

When considering a request to change the comprehensive plan guidance of a property, or its zoning designation, or both, the role of the City is **legislative**; to review a proposal for its merits in addition to evaluating the potential impacts to the public health, safety, and general welfare of the community. The City has broad discretion when acting in its legislative capacity, such that even if a comprehensive plan change or rezoning request is found to be compatible with the Comprehensive Plan and is otherwise a desirable proposal, the City may still deny the request if the proposal fails to promote the public health, safety, and general welfare.

When considering a subdivision request, the role of the City is **quasi-judicial**; to determine the facts associated with a particular proposal and apply those facts to the legal standards contained in the ordinance and relevant state law. In general, if the facts indicate an application meets the relevant legal standards and will not compromise the public health, safety, and general welfare, then the applicant is likely to be entitled to the approval. The City is, however, able to add conditions to a subdivision approval to ensure that potential impacts on parks, schools, roads, storm sewers, and other public infrastructure on and around the subject property are adequately addressed. Subdivisions may also be modified to provide for the orderly, economical, and safe development of land, and to promote housing affordability for all levels.

Public Hearing

The purpose of a public hearing for such an application is to **consult** the public. It is an opportunity for the public to learn the relevant facts about a proposal, ask clarifying questions, and provide input pertaining to the relevant facts as well as to the analysis of the facts as presented by City staff.

Comprehensive Plan Analysis

Because the existing INST future land use designation in the comprehensive plan for this location is essentially unsuitable for anything but additional improvements related to the church, a new future land use designation must be selected to make the subject parcel suitable for any other development. The future land use map in Roseville's comprehensive plan shows subject site to be abutting Low Density Residential (LR) areas on the north and west sides and the INST church property to the east, and to be across the street from High Density Residential (HR) areas to the south. Planning Division staff has determined that, in this context, the only reasonable future land use designations would be Medium Density Residential (MR) or Low Density Residential (LR). The MR designation would allow for an intensity of new development that represents something of an average of the surrounding land use categories but, given that the site's most intimate neighbors are the several existing duplexes on the LR properties to the west and north, Planning Division staff believes the LR designation is most appropriate for this site.

While the comprehensive plan did not identify this small area as the location of likely development activity in the coming years, it does report that approximately 60 percent of respondents to an online survey during the comprehensive planning process agreed or strongly agreed with the specific statement, "Development on vacant or under-utilized land should be encouraged." In addition to this, Chapter 5 (Housing) of the comprehensive plan identifies the following strategy to be used to meet the goal that Roseville's housing meets community needs: *Explore opportunities to encourage smaller housing units, "non-traditional" housing development (which could include culturally-appropriate housing to reflect the population demographics of the City), and opportunities to address the lack of housing in the "missing middle" styles.* The current proposal doesn't specifically address the non-traditional or missing-middle aspects of this goal, but the two or three dwellings likely to be developed on this site would contribute to Roseville's supply of missing-

middle housing choices. Therefore, because the comprehensive plan generally advocates for middle-density residential development on underutilized land and LR is the most appropriate alternative future land use designation for the subject parcel, Planning Division staff supports the application to re-guide the area from INST to LR.

Zoning Analysis

The proposed LR future land use category corresponds to two zoning districts: the Low Density Residential (LDR) district and the Low to Medium Density Residential (LMDR) district. In light of the immediate proximity of this site to the abutting LMDR and INST zoning districts, as well as the High Density Residential (HDR) district across the street, Planning Division staff suggests it would be inappropriate to rezone this one parcel to become a lone LR-zoned property among the three other more intensive zoning districts. Therefore, staff supports the application to rezone the property to the same LMDR district as the residential development that surrounds it.

Preliminary Plat Analysis

Detailed plans supporting the proposed plat are included with this RPCA as Attachment 3. Roseville's Development Review Committee (DRC) met several times to review the proposed subdivision plans. Some of the comments and feedback based on the DRC's review of the application are included in the analysis below, and the full comments offered in memos prepared by DRC members are included in Attachment 4.

Proposed Lot

At 120 feet wide and slightly more than 165 feet deep, the proposed lot is a little less than half an acre in area. Although specific development plans are not part of this application because the applicant does not intend to be the developer, the proposed lot has enough width and area to accommodate a variety of possible residential development types within the LMDR zoning district. Because the LMDR district requires a minimum density of five dwellings per acre, the proposed lot would need to include a minimum of two dwellings, presumably developed as a duplex or twin home. Further, the combination of the LDR zoning district in the LR future land use designations limits residential development to eight dwellings per acre, which would allow up to 3.6 dwellings on the proposed lot. In light of these requirements, Planning Division staff presumes the proposed parcel would likely be developed with two or three dwellings, depending on what the housing market demands and what can be built to conform to the standard requirements of the LMDR zoning district.

Utilities and Storm Water

The attached memo from the City Engineer indicates:

- Water and sanitary sewer services mains are available to the property.
- The site must meet storm water standards, and any storm water management BMPs within the site would be privately owned and require private maintenance.

Tree Preservation

The tree preservation and replacement requirements in §1011.04 of the City Code provide a way to quantify the amount of tree material being removed for a given project and to calculate the resulting tree replacement obligation. The preliminary calculation based on the proposed development would elicit the obligation to plant about 113 replacement trees. Should the applicant be unable (or elect

not) to plant all required replacement trees, the ordinance offers an alternative, which is to make a cash-in-lieu payment of \$500 per tree (i.e., \$56,500) or an amount not to exceed 10% of the assessed value of the land (i.e., \$1,924,900 x 10% = \$192,490), whichever is less. But because this is a preliminary plan submitted by the subdivision applicant *who does not intend to be the developer of the subdivided lot*, a tree preservation plan reflecting the actual proposed future development will be required at such time as a potential future developer acquires the subdivided lot and applies for a building permit. At that time, tree removals might lead to a replacement obligation of closer to 200 trees (because the trees on the church property would no longer factor into the calculation as trees being preserved), but the not-to-exceed cap on the fee in lieu of tree replacement would likely be something closer to \$20,000.

Park Dedication

As indicated in the memo from the Parks and Recreation Director in Attachment 4, the Parks and Recreation Commission met to review the proposal on August 8 and recommended a dedication of cash in lieu of park land. Because the plans submitted with the applications show a single detached dwelling on one proposed lot, the Parks and Recreation Commission's recommendation indicates the \$4,250 fee that would be associated with a plat for a single new dwelling unit, based on the 2024 fee schedule, as well as additional fee increments to be paid in the future depending on the number of dwellings ultimately developed on the new lot. As noted above, however, at least two dwellings must be built to meet the minimum density required in the LMDR zoning district, so Planning Division staff recommends raising the initial fee to \$8,500 and requiring payment of the third increment at such time as a building permit might be issued to build a three-unit structure.

Public Comment

The required open house meeting pertaining to the proposed comprehensive plan and zoning map amendments was held on July 17, 2024, and the applicant's summarization of the conversation at the meeting is included with this RPCA in Attachment 4. While the summarization indicates questions on a variety of topics, there does not appear to have been any particular areas of great concern, nor has Planning Division staff received any communication from the public as of the time this report was published.

Staff Recommendation

Planning Division staff recommends three actions.

1. **By motion, recommend approval of the proposed amendment to the 2040 Comprehensive Plan Future Land Use Map** re-guiding the western 120 feet of the subject property from Institutional land uses to Low Density Residential land uses, based on the content of this RPCA, public input, and Planning Commission deliberation.
2. **By motion, recommend approval of the proposed amendment to the Zoning Map** rezoning the western 120 feet of the subject property from the Institutional district to the Low-to-Medium Density Residential district, based on the content of this RPCA, public input, and Planning Commission deliberation.
3. **By motion, recommend approval of the proposed Roseville Covenant Church 2nd Addition plat** creating Lot 1, Block 1 as a developable lot for future residential development and preserving the church and its associated improvements on Lot 2, Block 1, based on the content of this RPCA, public input, and Planning Commission deliberation, with the following conditions:

- a. Pursuant to the memo from Public Works staff in Attachment 4 of this PRCA, the applicant shall:
 - i. Dedicate easements as indicated in the preliminary plat; and
 - ii. Provide an Operations and Maintenance Plan, and record an Operations and Maintenance Agreement in favor of the City, pertaining to the maintenance of the private storm water management BMPs.
- b. Pursuant to the memo from Parks and Recreation staff in Attachment 4 of this PRCA, the applicant shall:
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Requested Planning Commission Action

1. **By motion, recommend approval of the proposed amendment to the 2040 Comprehensive Plan Future Land Use Map** re-guiding the western 120 feet of the subject property from Institutional land uses to Low Density Residential land uses, based on the content of this RPCA, public input, and Planning Commission deliberation.
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Alternative Actions

1. **Pass a motion to table the request for future action.** An action to table consideration the request must be based on the need for additional information or further analysis to make a recommendation. Tabling may require an extension of the action deadline mandated in Minnesota Statute to avoid statutory approval.
2. **Pass a motion to recommend denial of the requested Comprehensive Plan Future Land Use Map amendment, Zoning Map amendment, and/or Preliminary Plat.**
Recommendations of denial should be supported by specific findings of fact based on the Planning Commission's review of the application, applicable zoning or subdivision regulations, and the public record. Denial of the comprehensive plan land use map amendment necessitates the subsequent denial of the rezoning and preliminary plat, both of which rely on the comprehensive plan change.

Prepared by: Bryan Lloyd, Senior Planner

Attachments:

1. Area Map
2. Aerial Photo
3. Proposed Plans
4. Public Comment

Attachment 1: Planning File 24-004



Prepared by:
Community Development Department
Printed: August 27, 2024



Site Location

Data Sources
* Ramsey County GIS Base Map (8/4/2024)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

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

0 50 100 150 Feet



Attachment 2: Planning File 24-004



Prepared by:
Community Development Department
Printed: August 27, 2024

Data Sources

- * Ramsey County GIS Base Map (8/4/2024)
- * Aerial Data: EagleView (4/2024)

For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer: This is a legally recorded map and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.

0 50 100
Feet

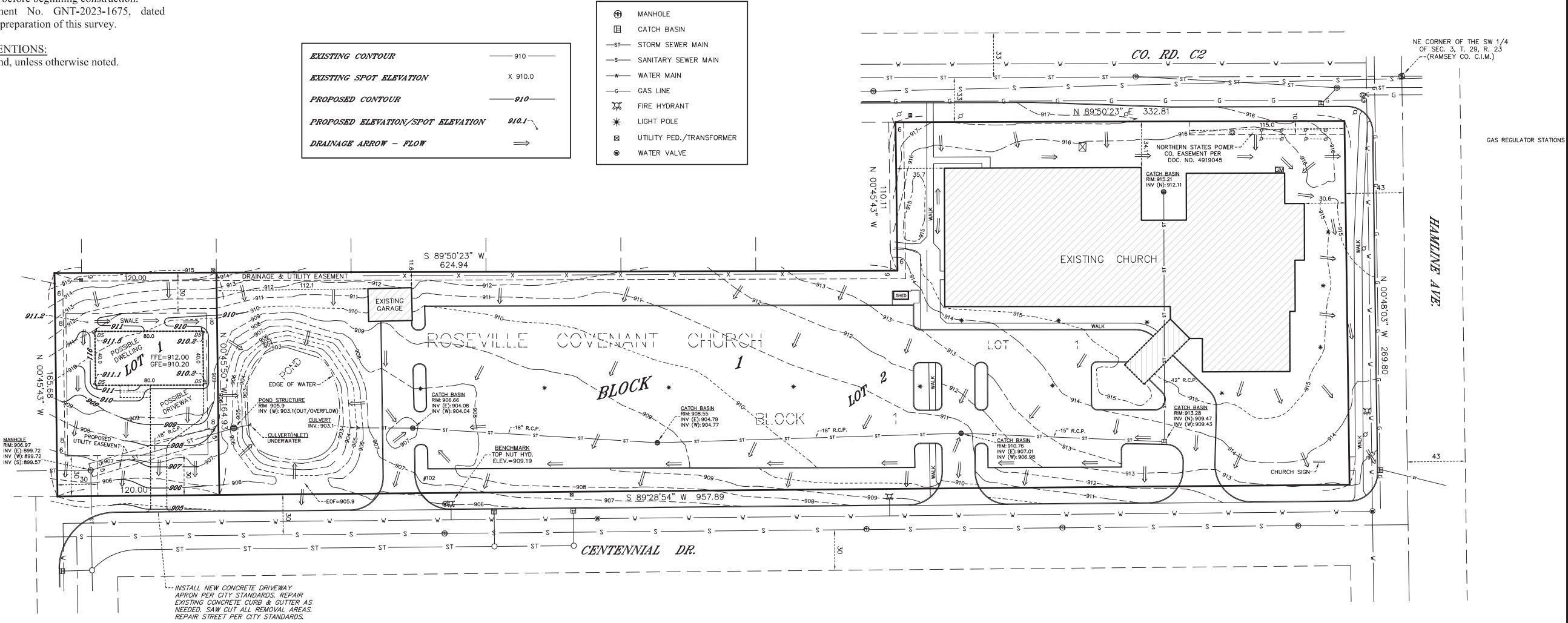


LEGAL DESCRIPTION:
Lot 1, Block 1, Roseville Covenant Church, Ramsey County, Minnesota.

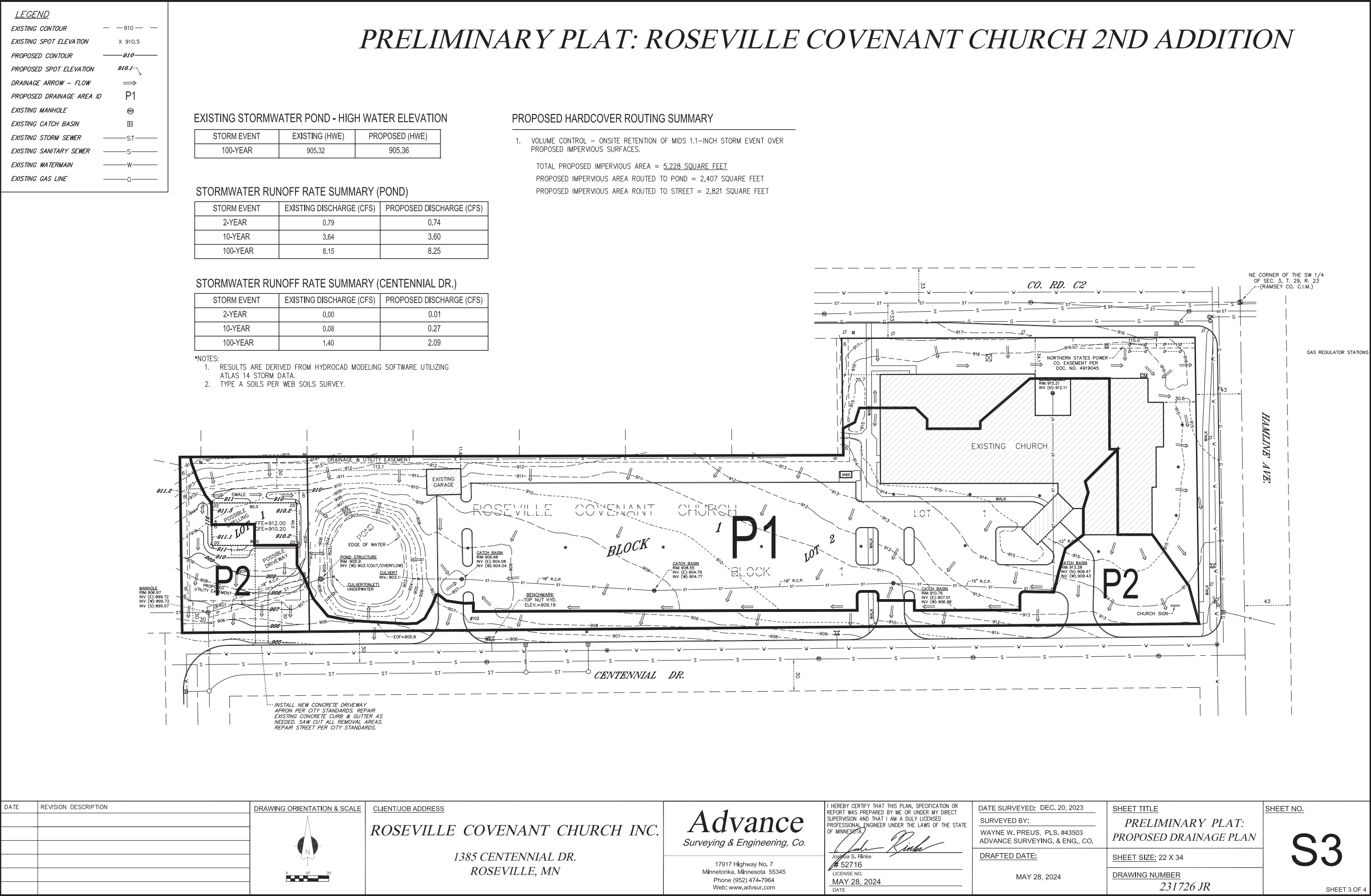
- SCOPE OF WORK & LIMITATIONS:
- Showing the length and direction of boundary lines of the legal description listed above. The scope of our services does not include determining what you own, which is a legal matter. Please check the legal description with your records or consult with competent legal counsel, if necessary, to make sure that it is correct and that any matters of record, such as easements, that you wish to be included on the survey have been shown.
 - Showing the location of observed existing improvements we deem necessary for the survey.
 - Setting survey markers or verifying existing survey markers to establish the corners of the property.
 - Existing building dimensions and setbacks measured to outside of siding or stucco.
 - Showing elevations on the site at selected locations to give some indication of the topography of the site. We have also provided a benchmark for your use in determining elevations for construction on this site. The elevations shown relate only to the benchmark provided on this survey. Use that benchmark and check at least one other feature shown on the survey when determining other elevations for use on this site or before beginning construction.
 - Great North Title Commitment No. GNT-2023-1675, dated December 5, 2023, was used in preparation of this survey.

STANDARD SYMBOLS & CONVENTIONS:
"●" Denotes iron survey marker, found, unless otherwise noted.

PRELIMINARY PLAT: ROSEVILLE COVENANT CHURCH 2ND ADDITION



DATE	REVISION DESCRIPTION	DRAWING ORIENTATION & SCALE	CLIENT/JOB ADDRESS	Advance Surveying & Engineering, Co.	I HEREBY CERTIFY THAT THIS PLAN, SURVEY OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA. Wayne W. Preyhs #43503 LICENSE NO. DECEMBER 21, 2023 DATE	SURVEYED DATE: DECEMBER 20, 2023 DRAFTED DATE: DECEMBER 21, 2023	SHEET TITLE PRELIMINARY PLAT SHEET SIZE: 22 X 34 DRAWING NUMBER 231726 WP	SHEET NO. S1 SHEET 1 OF 4
5/28/24	ADD STORMWATER INFO.		ROSEVILLE COVENANT CHURCH INC. 1385 CENTENNIAL DR. ROSEVILLE, MN	17917 Highway No. 7 Minnetonka, Minnesota 55345 Phone (952) 474-7964 Web: www.advsur.com				

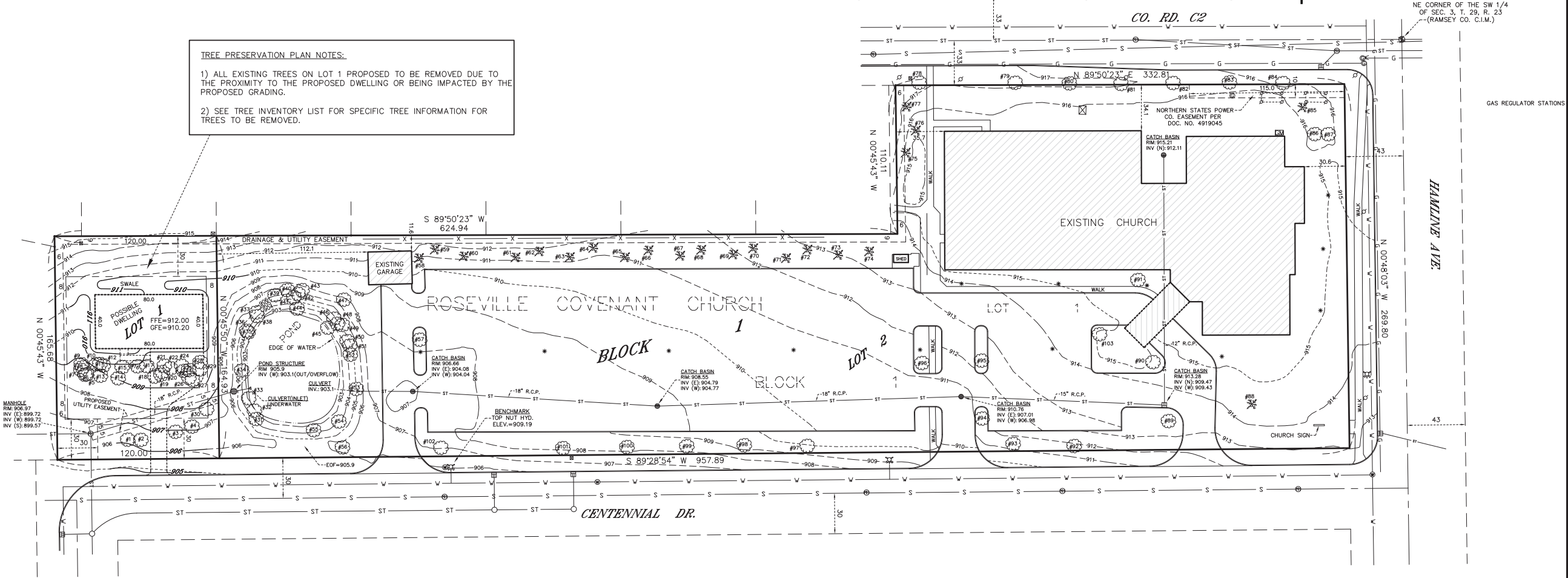


PRELIMINARY PLAT: ROSEVILLE COVENANT CHURCH 2ND ADDITION

Class	Trees/Class		Total Mod DBH	Allowed Removal		Remove/Class		DBH Remove	Net Preserve	Incentive Multiplier	DBH Surplus
	Conif.	Decid.		Percent	DBH	Conif.	Decid.				
Heritage	0	11	339	15%	51	0	6	189	-138	2	-276
Significant	0	45	765	35%	268	0	20	376	-108	1	-108
Common	20	27	365	35%	128	0	4	38	90	0.5	45
Exempt	0	0	0	100%	0	0	0	0	0	0	0
Total	103		1469	n/a	447	30		603	-156	n/a	-339

Calculation by Planning Division staff.

Replacement of 339 caliper inches required.



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5/28/24	ADD STORMWATER INFO.		ROSEVILLE COVENANT CHURCH INC. 1385 CENTENNIAL DR. ROSEVILLE, MN					
8/1/24	TREE PRESERVATION PLAN							

RCC open House Meeting Feedback 7/18/24

We held the meeting Thursday 7/18/24 in the RCC gym with cookies and water. We offered a blown up view of the proposed new plat map and the portion of our land to be designated residential. In attendance from Roseville Covenant Church were Matt Kennedy Lead Pastor, Jon Holter, Business Administrator and JohnKramer Lead Team Representative. See list of attendees attached. 4 people attended.

The most often asked question was what we were intending to build on the land. We shared multiple times that we are not building or developing the land, only that we are asking the city to allow us to rezone the parcel of land residential so we can sell it. We also shared that we have gone through all the necessary engineering, tree plan etc. steps the city requires to get to this stage.

These were the most common questions and comments:

- Meeting Questions and Comments
 - Could this stay commercial and a store be built there for local residents.
 - We do not want any apartments built.
 - Family home would be better than an apartment complex.
 - Now I understand, you just want to sell it, you're not developing it.
 - Why did the city say 2 to 4 units? It looks big enough only for a duplex.
 - Will there be enough space for parking?
- Calls Received Prior to Meeting 3
 - One person called to share a concern about salt from any potential driveway
 - One person called to share a concern about a potential home being built for section 8 or "poor" people and that the yard and house would be a mess. We shared that the church was not planning to develop the land but planned to sell it.
 - One person emailed to ask about the setbacks, drainage and trees. We informed him the church only wanted to reclassify the land to sell it and was not planning to develop the land and that we have gone through all the necessary steps to get to this stage with the city.

INTEROFFICE MEMORANDUM



Date: August 16, 2024

To: Bryan Lloyd, Senior Planner

From: Jennifer Lowry, Roseville Public Works

RE: 1385 Centennial Drive: Roseville Covenant Church lot split

The Public Works Department reviewed the proposed plans for the project noted above and offer the following comments with regard to the project's impact on City services and/or infrastructure:

1. Site Plan

- Due to the minimal amount of lots created, the development did not meet the threshold per City policy to conduct a traffic study. A traffic study was not conducted but any increase to traffic on adjacent streets is expected will not create any significant issues.

2. Utilities

- Water
 - Watermain is available for connections
- Sanitary
 - Sanitary sewer main is available for connections.
- Storm Sewer
 - The development has to meet city stormwater standards. These standards include water quality, rate, and volume requirements that will ensure the property will protect downstream surface waters and not add to any local drainage and flooding issues. Submittals from the developers consulting engineer can meet the requirements of the city. Engineering staff are confident the developer will be able to meet the stormwater requirements with minor plan revisions.
 - The storm sewer improvements within the site would be private.
 - Rice Creek Watershed District permit not required
 - NPDES Permit not required.
 - City Erosion Control, Grading and Storm Water Permit required.
 - An existing storm sewer crosses the proposed lot from the pond to the city storm sewer on the SW corner of the property. The crossing should be protected and exist within a new easement, or it should be rerouted to the storm sewer in the street.

Thank you for the opportunity to provide feedback and on this project at this time. As the project advances, Public Works Department staff will continue to review any forthcoming plans and provide additional reviews and feedback as necessary. Please contact me should there be questions or concerns regarding any of the information contained herein.

INTEROFFICE MEMORANDUM



Date: August 23, 2024

To: Bryan Lloyd, Senior Planner

From: Matthew Johnson, Parks and Recreation Director

RE: Roseville Covenant Church Subdivision

This proposed subdivision qualifies for Park Dedication. It was reviewed by the Parks and Recreation Commission on August 8, 2024 for the purposes of a dedication recommendation. The PRC recommended cash in lieu of land. The current proposal calls for one additional unit (\$4,250).

Due to the uncertain nature of this proposal (the current proposal is for one unit, but more could theoretically be added prior to development), it is recommended that if the subsequent development includes more than one additional unit, additional park dedication of \$4,250 per unit be assessed prior to issuance of construction permits.

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1 **a. Consider a Request to Subdivide a Parcel from the West End of the Roseville**
2 **Covenant Church Property and Re-Guide and Rezone it for Low-to-Medium-**
3 **Density Residential Development (PF24-004)**

4 Chair Pribyl opened the public hearing for PF24-004 at approximately 6:37 p.m. and
5 reported on the purpose and process of a public hearing. She advised this item will be
6 before the City Council on September 23, 2024.

7
8 Senior Planner Lloyd summarized the request as detailed in the September 4, 2024,
9 staff report. He noted three community members reached out to City staff with
10 concerns and opposition to this proposal.

11
12 Member Bauer asked if the Commission follows staff recommendation of allowing
13 this MDR and guiding it LDR for the Comprehensive Plan would the 3.6 max
14 allowed be correct?

15
16 Mr. Lloyd indicated that was correct. He noted mathematically it would be an 8-unit-
17 per-acre density maximum of about 20,000 square feet would be approximately 3.6
18 units.

19
20 Member McGehee indicated the City does not have any obligation to change the
21 Comprehensive Plan and change the zoning and can remain institutional.

22
23 Mr. Lloyd noted that was correct.

24
25 Member McGehee explained she drove by this area and it is a heavily
26 apartment/duplex area and this is one of the only places with large mature trees which
27 is noted in the report. It seemed to her that people do use that and it does provide
28 privacy for the residential neighborhood.

29
30 Chair Pribyl explained regarding cash in-lieu-of parkland, this is an unusual proposal
31 because proposals coming before the Commission are usually from a developer, and
32 in this case, it is the church coming forward to plat a separate lot but is not proposing
33 to do the development and it is unlikely conceivable that the lot will not be sold in the
34 immediate future and have it developed and yet the church is being tasked with
35 paying the cash in-lieu-of parkland fee, assuming it will be developed. She wondered
36 if that was automatic. She wondered if that should be assigned to the church or a
37 future developer.

38
39 Mr. Lloyd explained the typical procedure is once the City is ready to release the plat
40 documents to be recorded at Ramsey County, that is when the applicant pays the park
41 dedication fee and is required. There have in the past been some mechanisms by
42 which park dedication was required at a plat approval but not collected until a builder
43 acquired a property and began building. That was before his time working for the
44 City. He did not think it would be surprising for the church to pass that cost along to
45 a potential buyer. There is no mechanism to delay the initial payment.

46
47 Mr. John Holter, Business Administrator at Roseville Covenant Church was at the
48 meeting for questions.
49

Member McGehee asked why the church was selling that particular parcel.

Mr. Holter explained the church does not have a use for it and there is a building to maintain with a lot of costs associated with it.

Member Aspnes asked if the church had been approached by anyone interested in purchasing the land.

Mr. Holter indicated no one has contacted them and realized it could be a while before the property is sold.

Public Comment

No one came forward to speak for or against this request. The public hearing was closed at 7:01 p.m.

Commission Deliberation

Member McGehee thought this seemed premature to change the Comprehensive Plan at this time and to rezone this. She did not see a need. She did not see development there allowing for anything except more problems with stormwater runoff and the boundary is very close to the pond next door already. She indicated she was strongly leaning towards leaving it as institutional for several reasons but did not think there was a particular reason to rezone it. She did not think this seemed reasonable at this time to her.

Member Bjorum indicated he did not have a problem with rezoning this site and felt it would help with the housing needs in the City and a good use for a duplex or even a triplex in an area that already has developed land and this fits within the context of that neighborhood.

Member Aspnes thought this was a tough position to be in. She was all for the trees and made a huge difference to the environment. She did not think the City would create a heat island there the City allows the church to utilize their land in a way that when it was originally laid out, they had not anticipated. There is a pond in the middle of it which the church probably could not extend their parking lot down there and maybe the church does not need that big of a parking lot. The City has more people that need more places to live. She likes the idea of a duplex. She noted a single-family home is not necessarily affordable to everybody whereas a townhome or duplex is an affordable housing option for them. She would also like to give the landowner the ability to do what they want to with their land without a lot of interference and she felt like telling the church that they cannot take this small parcel and use it to their benefit is the right thing to do. There are many mature trees in the area directly north of the church which is a very well-established neighborhood. Maybe with the reduction of the trees, new trees will be able to be planted where they will be beneficial. She agreed with Member Bjorum and thought this would be a benefit rather than a detriment.

Member Kruzel concurred with Members Aspnes and Bjorum. She indicated she would hate to see a church suffer as well if needed funds down the road for something needed to be done. This could help a family move into the City and school district and may enhance the quality of life.

MOTION

Member Bauer moved, seconded by Member Aspnes, to recommend to the City Council approval of the proposed amendment to the 2040 Comprehensive Plan Future Land Use Map Re-Guiding the Western 120 Feet of the Subject Property from Institutional Land Uses to Low-Density Residential Land Uses, Based on the Content of the RPCA, Public Input and Planning Commission Deliberation (PF23-000).

Ayes: 5

Nays: 1 (McGehee)

Motion carried.

MOTION

Member Bauer moved, seconded by Member Kruzel, to recommend to the City Council approval of the Proposed Amendment to the Zoning Map Rezoning the Western 120 Feet of the Subject Property from the Institutional District to the Low-to-Medium Density Residential District, Based on the Content of the RPCA, Public Input, and Planning Commission Deliberation. (PF23-000).

Ayes: 5

Nays: 1 (McGehee)

Motion carried.

MOTION

Member Bauer moved, seconded by Member Bjorum, to recommend to the City Council approval of the Proposed Roseville Covenant Church 2nd Addition Plat, Creating Lot 1, Block 1, as a Developable Lot for Future Residential Development and Preserving the Church and its Associated Improvements on Lot 2, Block 1, Based on the Content of the RPCA, Public Input, and Planning Commission Deliberation, with Conditions:

a Pursuant to the memo from Public Works staff in Attachment 4 of this PRCA, the applicant shall:

- i Dedicate easements as indicated in the preliminary plat; and**
- ii Provide an Operations and Maintenance Plan, and record an Operations and Maintenance Agreement in favor of the City, pertaining to the maintenance of the private stormwater management BMPs.**

b Pursuant to the memo from Parks and Recreation staff in Attachment 4 of this PRCA, the applicant shall:

- i Dedicate cash in lieu of parkland in the amount of \$8,500 prior to filing the plat at Ramsey County; and**

- Ayes: 5**
Nays: 1 (McGehee)
Motion carried.

Bryan Lloyd

From: dee Saunby
Sent: Wednesday, September 4, 2024 4:52 PM
To: RV Planning
Subject: Re: rezoning of church property.

You don't often get email from darlaleen@gmail.com. [Learn why this is important](#)

Caution: This email originated outside our organization; please use caution.

Dear Bryan Lloyd,

I am contacting you regarding the zoning of the church property. First of all before the board decides to rezone this property, I hope the board will actually look at the property. There is a runoff pond next to the property in question and from what church leaders claim the property to be sold will be within 10 feet of this pond. The pond bottom is filled with garbage that has accumulated for about 25 years. The area is overgrown. There are trees now blocking where the runoff is supposed to come into the pond. There are trees and limbs in the pond and the pond is a dark green color. Under the deep matting of tree leaves there is garbage. My husband and I used to clean this garbage out but have not done it for a number of years now. We stopped cleaning the area as it is so invested with different insects we no longer wanted to be near it. You can see insect swarms in and around the pond. I believe this area is polluted and it needs to be checked before anything is done. I have complained and so have others but nothing has been done.

Not all that long ago County Road C2 was opened up and caused the values of the properties on C2 to fall by 20%. I believe anything other than a regular house or duplex will again cause these same houses to fall more in value. The church's literature indicates there will be 2 to 3 units on this property. I do not believe the property is big enough for this.

If an apartment building is built it will mean some of us will have an apartment building as a backyard neighbor. I am sure you could imagine having an apartment building next to your home. I don't believe anyone would want it.

Lastly, when County Road C2 was opened the people on C2 did not want it. Many people showed up at the board meeting. It made no difference what we wanted. They passed it. I talked with neighbors and asked if they planned to communicate or go to the city hall meeting. The answer was no. The reason is because they did not believe it would matter. I ask that the board does not change the zoning or if they do only allow one unit or a duplex on this parcel.

Thank you,
Darlene Saunby

**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 23rd day of September, 2024 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. 12XXX

**RESOLUTION APPROVING A COMPREHENSIVE PLAN LAND USE MAP CHANGE
FROM INSTITUTIONAL TO LOW-DENSITY RESIDENTIAL AT
2865 HAMLINE AVENUE (PF24-004)**

WHEREAS, Roseville Covenant Church has submitted a valid application for approval of the requested Comprehensive Plan Land Use Map Change of the west 120 feet of Lot 1, Block 1, Roseville Covenant Church, from Institutional to Low-Density Residential; and

WHEREAS, the Roseville Planning Commission held the duly noticed public hearing for this application on September 4, 2024, and voted 5-1 to recommend its approval; and

NOW THEREFORE BE IT RESOLVED by the Roseville City Council, to approve the Comprehensive Plan Land Use Map Change from Institutional to Low-Density Residential, based on the public record and City Council deliberation regarding the applicable goals and strategies of the 2040 Comprehensive Plan.

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

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the ____ day of ____ 2024, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this ____ day of ____, 2024.

Patrick Trudgeon, City Manager

Seal

ORDINANCE NO. ____

**AN ORDINANCE AMENDING TITLE 10 OF THE CITY CODE, REZONING
CERTAIN REAL PROPERTY LOCATED AT 2865 HAMLINE AVENUE FROM
INSTITUTIONAL DISTRICT TO LOW-DENSITY RESIDENTIAL 1 DISTRICT**

The City Council of the City of Roseville does ordain:

Section 1. Real Property Rezoned. Pursuant to Section 1009.06 (Zoning Changes) of the City Zoning Code of the City of Roseville, and after the City Council consideration of PF24-004, the following property is hereby rezoned from Institutional District to Low to Medium Density Residential District.

Said rezoning shall affect the following addressed property:

The west 120 feet of Lot 1, Block 1, Roseville Covenant Church

Section 2. Effective Date. This ordinance amendment to the City Code and Zoning Map shall take effect upon:

1. The passage and publication of this ordinance.

Passed this 23rd day of September 2024.

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

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The following members were present: and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION No. 12XXX

**RESOLUTION APPROVING THE PROPOSED ROSEVILLE COVENANT CHURCH
2ND ADDITION PRELIMINARY PLAT AT 2865 HAMLINE AVENUE (PF24-004)**

WHEREAS, Roseville Covenant Church has submitted a valid application for approval of the propose preliminary plat; and

WHEREAS, the proposed subdivision conforms to all of the applicable standards of the City of Roseville zoning and subdivision codes; and

WHEREAS, the Roseville Planning Commission held the duly noticed public hearing for this application on September 4, 2024, and voted 5-1 to recommend its approval with certain conditions; and

NOW THEREFORE BE IT RESOLVED by the Roseville City Council, to approve the proposed Roseville Covenant Church 2nd Addition preliminary plat, based on the public record and City Council deliberation, with the following conditions:

1. Pursuant to the memo from Public Works staff provided for review with this proposal, the applicant shall:
 - a. Dedicate easements as indicated in the preliminary plat; and
 - b. Provide an Operations and Maintenance Plan, and record an Operations and Maintenance Agreement in favor of the City, pertaining to the maintenance of the private storm water management BMPs.
2. Pursuant to the memo from Parks and Recreation staff provided for review with this proposal, the applicant shall:
 - a. Dedicate cash in lieu of park land in the amount of \$8,500 prior to filing the plat at Ramsey County; and

- b. Pay additional park dedication fee(s) for each dwelling unit beyond the first two prior to the issuance of building permits. The amount of such additional park dedication fee shall be determined by the amount per unit specified in the City Fee Schedule in effect at the time of the building permit application.

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

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the ____ day of ____ 2024, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this ____ day of ____, 2024.

Patrick Trudgeon, City Manager

Seal

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/23/2024

Item No.: 7.b.

Department Approval



City Manager Approval



Item Description: Adopt a Preliminary 2025 Tax Levy and Budget

Background

At the February 12, 2024, City Council meeting, the Council established a general timeline for the 2025 budget process including the following key dates:

2025 Budget Process Timeline	Date
Discuss Annual Budget Process	2/12/2024
Establish 2025 Budget Process Calendar	2/12/2024
Discussion on <i>Preliminary</i> Cash Reserve Levels	3/11/2024
Discussion on 2024 Legislative Impacts & City Council Priorities	6/17/2024
Presentation of the 2025-2044 Capital Improvement Plan	7/15/2024
EDA Budget & Tax Levy Discussion	7/15/2024
Receive the 2025 City Manager Recommended Budget	8/19/2024
Receive Budget Recommendations from the Finance Commission	9/16/2024
Adopt Preliminary 2025 Budget, Tax Levy, & EDA Levy	9/23/2024
Review 2025 Proposed Utility Rates	11/4/2024
Review 2025 Fee Schedule	11/4/2024
Final Budget Hearing (Truth-in-Taxation Hearing)	11/25/2024
Adopt Final 2025 EDA Tax Levy	12/2/2024
Adopt Final 2025 Budget, Tax Levy, Utility Rates, & Fee Schedule	12/2/2024

The next step in the 2025 Budget Process is to adopt a preliminary 2025 Tax Levy and Budget.

State Statute requires all cities in excess of 2,500 in population, to adopt a preliminary tax levy by September 30th for the upcoming fiscal year. Once the preliminary levy is adopted, it can be lowered, but not increased. Accompanying the preliminary tax levy, the City has also historically adopted a preliminary Budget which establishes the need for a tax levy.

The adoption of a preliminary tax levy and budget does not preclude further review. As noted in the table above, additional budget-related discussions will be held later this year leading up to the adoption of the *final* 2025 Tax Levy and Budget tentatively scheduled for December 2, 2024.

Under State Statutes, municipalities with an established Economic Development Authority (EDA) are allowed to establish a separate property tax levy that is designated for economic development purposes.

State Statute requires the preliminary EDA levies to be adopted by September 30th for the upcoming

fiscal year. Once the preliminary levy is adopted, it can be lowered, but not increased. The *final* EDA levy is scheduled to be adopted on December 2, 2024.

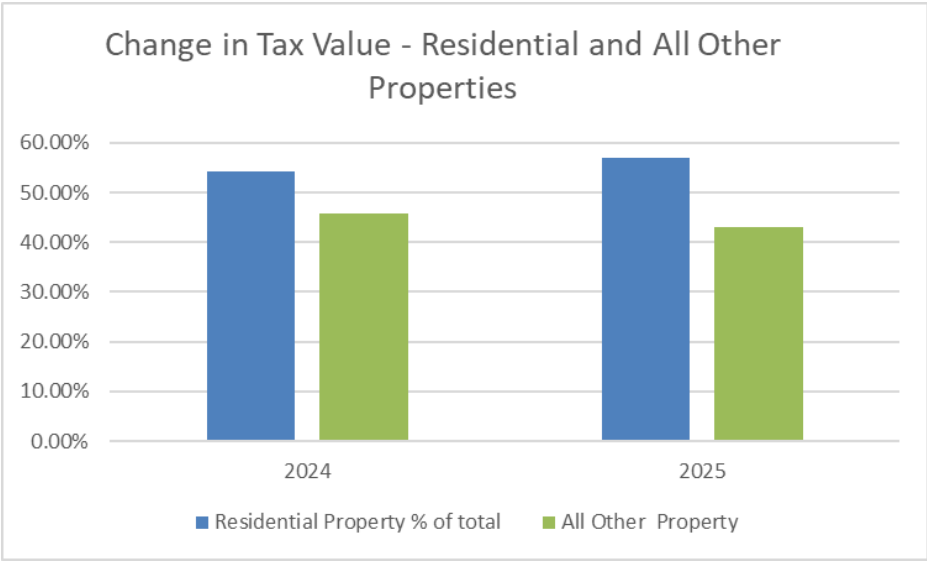
2025 Recommended Tax Levy & Budget

The City Council received the 2025 City Manager Recommended Tax Levy and Budget on August 19, 2024. Attachment 4 contains the City Manager’s Budget Message and PowerPoint from that meeting. Attachment 5 is the consolidated Preliminary 2025 Budget with reconciliations.

The 2025 Recommended Tax Levy is \$30,273,603, an increase of \$1,488,323 or 5.17%. The impact on residents will vary depending on the property’s value and change in value relative to other properties in the city. For comparison purposes, staff provides what the impact of this levy will be on the median valued home in Roseville. According to Ramsey County, the median value of a Roseville single-family home rose 3.03% from 2024 (\$349,900) to 2025 (\$360,500).

For 2025, the median-valued home of \$360,500 can expect to pay approximately \$116.18 per month, which is an increase of \$9.39 or 8.7%, per month from 2024 taxes, based on latest market value data from Ramsey County. The State made some changes to tax classifications and Homestead Market Value Exclusions which impact the city’s tax base. See Attachment 7 for more information.

As a function of legislative changes, local tax capacity has shifted slightly between residential property and all other properties as demonstrated below:



The annual increase in property taxes is a function of property value increases and legislative changes (\$39) and the city budgeted tax levy increase (\$74).

This is independent of the impacts that will result from a lower EDA Levy. The combined effect of the City and EDA levy (as recommended) is depicted in the table below.

2025 ESTIMATED Budget Impact on Median-Valued Home (monthly)

			Dollar	Percent
	<u>2024</u>	<u>2025</u>	<u>Change</u>	<u>Change</u>
Property Tax Levy: City	\$ 106.79	\$ 116.18	\$ 9.39	8.79%
Property Tax Levy: EDA	1.32	1.40	0.08	6.06%
Combined Total	\$ 108.11	\$ 117.58	\$ 9.47	8.76%
Annual Change- City Only	\$1,281.48	\$1,394.16	\$112.68	8.79%
Property Value Impact			\$ 39.00	
Budget Increase Impact			\$ 73.68	

The overall 2025 City Manager Recommended Budget, excluding the EDA, is \$73,410,845, which is an increase of \$3,266,494 or 4.44%. This increase is the result of a \$500,000 investment in capital equipment and infrastructure; \$1.8 million invested in personnel costs and \$900,000 in increased contractual costs and other inflationary costs.

At the September 16, 2024, City Council meeting, the Finance Commission presented a recommendation in support of the City Manager's preliminary budget and tax levy increase.

At the August 19, 2024, meeting, the council raised three items that they wanted to consider adding to the budget. If the Council wants those items included in the budget, now would be the time to add them. The preliminary budget sets the ceiling for the property tax levy and adjustments can be made before the final levy is approved in December. The three items raised in August were:

- Add the HR Manager position – estimated at \$146,000 (Information about the position is included in Attachment 4 as part of the City Manager Budget Memo)
- Add funding for Tubman - \$20,000 (Information about Tubman's services and request as well as additional information about NYFS's program is included as Attachment 9)
- Add increased council pay equal to the staff COLA of 3% or a different amount. (Information about City Council/Mayor pay is included as Attachment 10)

If the HR Manager and funding for Tubman are included in the preliminary budget and tax levy, the city levy increase would be 5.75% versus the current proposal which is a 5.17% increase.

Included in this packet is the estimated impact of the City Manager's recommended tax levy on various valued homesteaded single family residential properties and commercial properties, Attachment 7. These are estimates that only reflect the city's share of the property tax.

On September 16, 2024, the EDA board approved a 2025 preliminary EDA levy of \$364,856. The Council is now asked to formally adopt the 2025 preliminary EDA Levy by resolution, which is included in Attachment 3.

Policy Objectives

Adopting a preliminary budget and tax levy is required under MN State Statutes.

Equity Impact Summary

A continued priority remains 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

Staff recommends the Council adopt the preliminary 2025 Tax Levy and Budget as outlined in this report and in the attached resolutions.

Requested Council Action

The Council is asked to take the following separate actions:

1. Motion to approve the attached Resolution adopting the 2025 Preliminary Tax Levy
2. Motion to approve the attached Resolution adopting the 2025 Preliminary Budget
3. Motion to approve the attached Resolution adopting the 2025 Preliminary EDA Tax Levy

Prepared by: Michelle Pietrick, Finance Director

Attachments:

1. Preliminary levy resolution
2. Preliminary budget resolution
3. Preliminary EDA levy resolution
4. City Manager 2025 Budget Memo and Presentation
5. Preliminary 2025 Budget Summaries and Reconciliations
6. Memo on Taxable Property Values
7. Impact on Various Home Values and Commercial Values-revised
8. Public Input on 2025 Budget
9. Information about Tubman and NYFS services
10. Council and Mayor Salaries (Ramsey County and Metro)
11. Comparable and Ramsey County cities September 2024 preliminary levies
12. Fund Balance Memo March 2024

**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 23rd day of September, 2024 at 6:00 p.m.

The following members were present: and , and the following were absent:

Member introduced the following resolution and moved its adoption:

RESOLUTION

**RESOLUTION SUBMITTING THE PRELIMINARY PROPERTY TAX LEVY
ON REAL ESTATE TO THE RAMSEY COUNTY AUDITOR
FOR THE FISCAL YEAR OF 2025**

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

The City of Roseville is submitting the following tax levy on real estate within the corporate limits of the City to the County Auditor in compliance with the Minnesota State Statutes.

<u>Purpose</u>	<u>Amount</u>
Programs & Services	\$ 24,319,403
Capital	3,745,000
Debt Service	2,209,200
Total	\$ 30,273,603

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, 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 23rd day of September, 2024 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 23rd day of September, 2024.

Patrick Trudgeon
City Manager

Seal

**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 23rd day of September, 2024 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 _____

**RESOLUTION ADOPTING THE PRELIMINARY 2025 ANNUAL BUDGET
FOR THE CITY OF ROSEVILLE**

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

The City of Roseville's Budget for 2025 in the amount of \$73,410,845, which excludes the EDA budget.

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

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 23rd day of September, 2024, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 23rd day of September, 2024.

Patrick Trudgeon
City Manager

Seal

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was held on the 23rd day of September 2024, 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 _____

**A RESOLUTION APPROVING A SPECIAL PROPERTY TAX LEVY, FOR THE BENEFIT
OF THE ROSEVILLE ECONOMIC DEVELOPMENT AUTHORITY, ON REAL ESTATE
TO THE RAMSEY COUNTY AUDITOR FOR THE FISCAL YEAR OF 2025**

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

The request of the Economic Development Authority for a special levy per Minnesota Statutes Section 469.107, is hereby approved in the amount of \$364,856 to be collected in 2025 for the purposes of Minnesota Statutes, Sections 469.090 to 469.1081. This amount does not exceed 0.01813 percent of estimated market value of the city as required under Section 469.107.

The motion for the adoption of the forgoing resolution was duly seconded by Council Member _____ and upon vote being taken thereon, the following voted in favor:

and the following voted against:

WHEREUPON said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

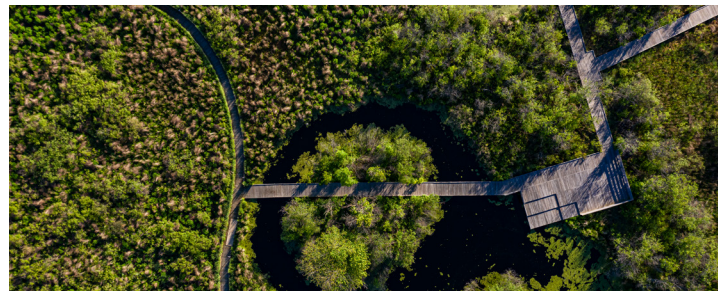
I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 23rd day of September, 2024 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 23rd day of September, 2024.

Patrick Trudgeon
City Manager

Seal

2025 CITY MANAGER BUDGET MEMO



**CITY MANAGER
PATRICK TRUDGEON**
CITY OF ROSEVILLE 8/19/2024



Administration Department

Memo

To: Roseville City Council
cc: Roseville Department Heads
From: Patrick Trudgeon, City Manager
Date: August 19, 2024
Re: City Manager 2025 Proposed Budget

I am pleased to present my proposed 2025 City of Roseville budget. This budget reflects the increase in operational costs for personnel, supplies, equipment and contracts. In addition, there are cost increases relating to adjustments to existing positions and the creation of new positions.

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 2025 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.

We continue to work on funding for the city's capital needs. In the last decade, the City of Roseville has done much work to stabilize our funding for capital needs. 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. In early June, they submitted very responsible budgets based on their knowledge of costs and needs. After the initial review of the budget with Department Heads, I tasked the Department Heads to go back and review their budget requests to determine if any of the proposed increases could be lessened either through elimination from the budget or utilizing non-tax levy fund to help mitigate the costs to the taxpayer. Collectively, we were able to remove nearly 300,000 from the original budget requests, shift another \$450,000 to non-levy funding through the use of existing grant funds and existing fund balances, and inject \$525,00 into targeted capital funds through the use of excess cash reserve fund.

The following pages outline the proposed 2025 budget and its financial impact. They also provide details of my budget priorities and recommendations for new spending.

The proposed 2025 budget totals \$73,410,845 and represents a 4.66% increase from 2024 due to higher personnel and supply costs as well as increased capital equipment purchases.

Below is a chart showing how the 2025 budget is allocated to different categories. Personnel Services comprise the largest amount of the budget followed by Capital Outlay and Utilities.

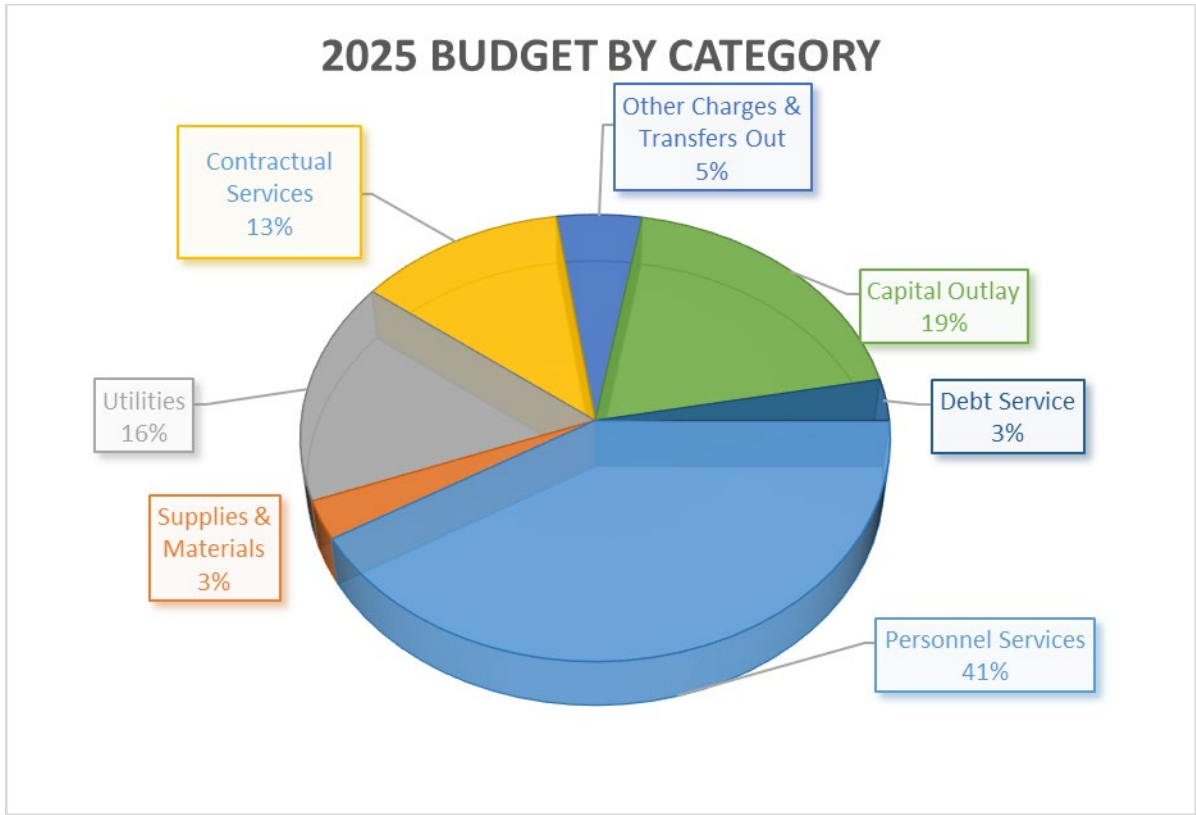


Figure 1

The single-largest funding source for the 2025 budget comes from property taxes. Below is a table showing the breakdown between property tax levy and fee revenues for major city functions in the 2025 budget.

Budget Funding Sources				
<u>Function</u>	<u>Program Revenue</u>	<u>Property Taxes</u>	<u>+/- Other Sources</u>	<u>Total Sources</u>
Police	\$ 2,129,505	\$ 10,555,787	\$ 781,514	\$ 13,466,806
Fire	932,346	4,828,725	646,615	6,407,686
Parks & Recreation	3,721,526	5,930,133	994,534	10,646,193
Public Works & Facilities	2,783,620	5,071,245	2,209,375	10,064,240
General Government	1,452,055	3,887,713	(181,278)	5,158,490
Water, Sewer, Storm	20,801,507	-	(116,862)	20,684,645
Other	7,402,097	-	(419,312)	6,982,785
Total	\$ 39,222,656	\$ 30,273,603	\$ 3,914,586	\$ 73,410,845
* 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

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

Budget Funding Uses				
<u>Function</u>	<u>Operations</u>	<u>Capital</u>	<u>Princ & Int on Debt</u>	<u>Total Uses</u>
Police	\$ 12,946,346	\$ 675,900	\$ -	\$ 13,622,246
Fire	4,859,219	685,850	644,367	6,189,436
Parks & Recreation	7,026,860	2,054,500	1,564,833	10,646,193
Public Works	5,674,930	4,414,395	-	10,089,325
General Government	5,114,715	81,500	-	5,196,215
Water, Sewer, Storm	14,516,645	6,168,000	-	20,684,645
Other	6,937,785	45,000	-	6,982,785
Total	\$ 57,076,500	\$ 14,125,145	\$ 2,209,200	\$ 73,410,845
** Other Funding Uses Include: license center, planning & inspections, TIF and others				

Figure 3

My approach to the 2025 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 \$1,488,323 which is a 5.17% levy increase over 2024. The median-valued Roseville home increased in value from \$349,900 to 360,500 or an estimated 3.03% 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 late August. Once that information is known, staff will share the impact to the City Council.

The next page is a summary of the proposed 2025 City Manager Budget followed by detailed information about the specifics of my identified funding strategies.

Summary of City Manager Proposed 2025 City of Roseville Budget

Proposed 2025 Budget by Use

Police	\$13,622,246
Fire	\$ 6,189,436
Parks and Recreation	\$10,646,193
Public Works and Facilities	\$10,089,325
General Government	\$ 5,196,215
Water, Storm, Sewer	\$20,684,645
Other*	\$ 6,982,785
Total	\$73,410,845

Proposed 2025 Tax Levy Summary

Operations	\$24,319,403
Capital	\$ 3,745,000
Debt	<u>\$ 2,209,200</u>
Total	\$30,273,603

Summary of Tax Levy Changes in 2024 Budget

New Personnel	\$ 194,460
Compensation Adjustments	\$ 939,340
Increased Costs for Supplies, Operations, Contracts	<u>\$ 354,523</u>
Total	\$1,488,323

New Levy Dollar Impact Total \$1,488,323

Proposed Levy Increase %	5.17%
Monthly Cost Impact on Median-Value Home (\$360,500)	TBD
Annual Cost Impact on Median-Value Home (\$360,500)	TBD

*Other includes License Center, planning and inspections, and TIF

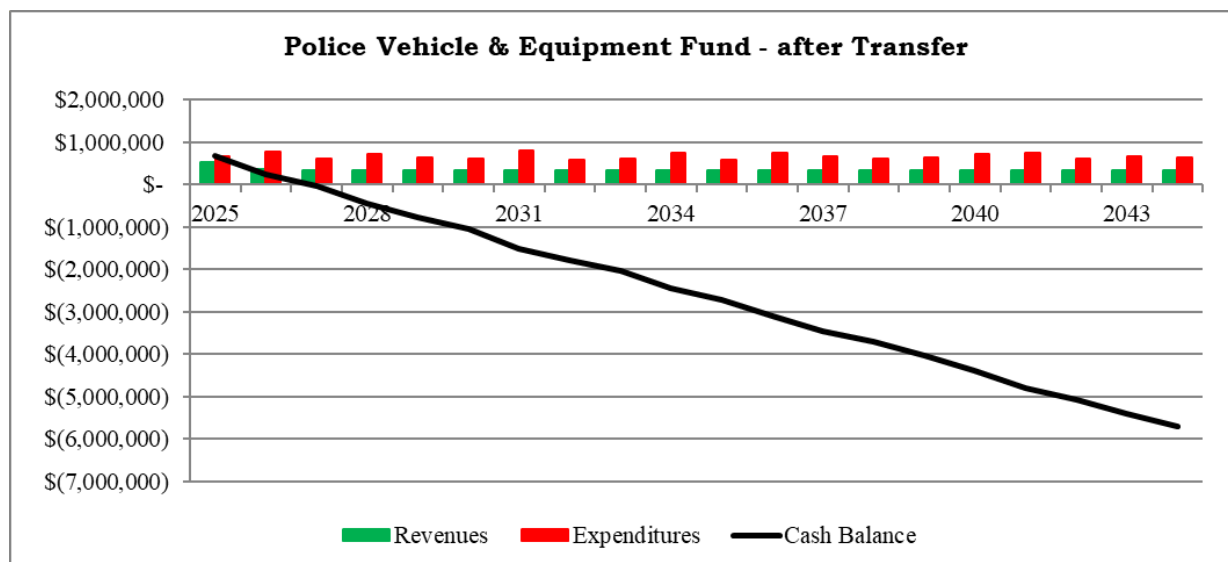
Provide a Modern and Sustainable Infrastructure

The Capital Improvement Plan (CIP) presented to the City Council on July 15, 2024, showed no new levy increase going towards capital funds. Instead, the City Manager is proposing to utilize \$525,000 of the excess cash reserve fund to bolster targeted capital funds as follows:

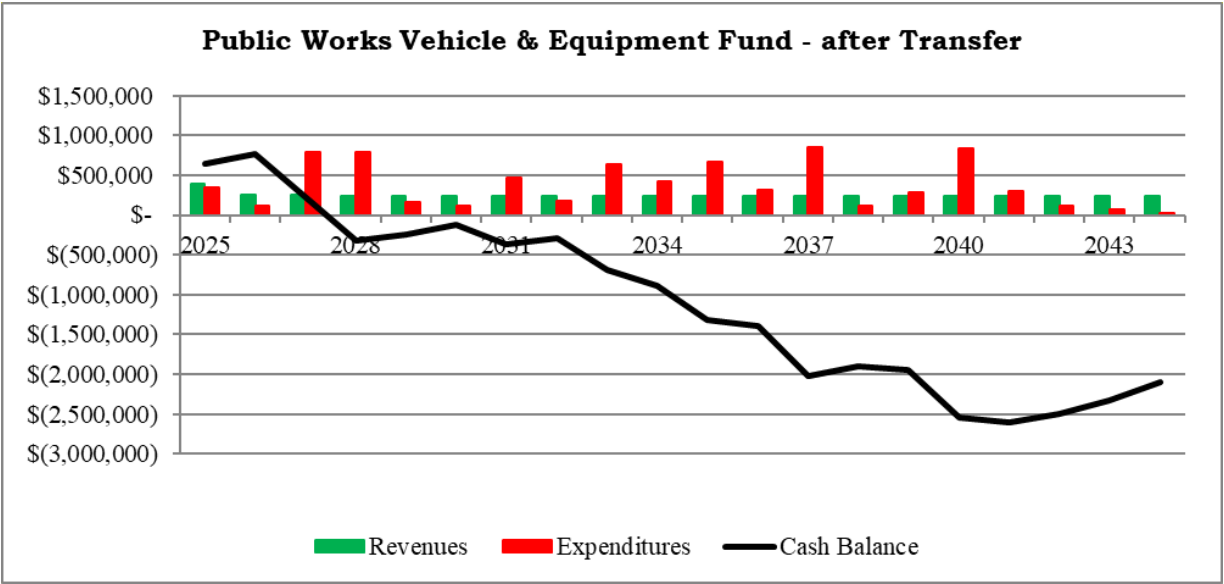
\$200,000 for the Police Vehicle and Equipment Fund
 \$150,000 for the Public Works Vehicle and Equipment Fund
 \$50,000 for the Parks and Recreation Vehicle and Equipment Fund
 \$25,000 for the Streetlight Maintenance Fund
 \$100,000 for the Pathway and Parking Lot Maintenance Fund

Future levy increases and/or issuance of debt will be necessary to fund the capital improvement needs of the city beyond 2025. The use of the Excess Cash Reserve fund has been determined to be the solution to stabilize targeted capital funds in 2025 in lieu of new tax levy increases.

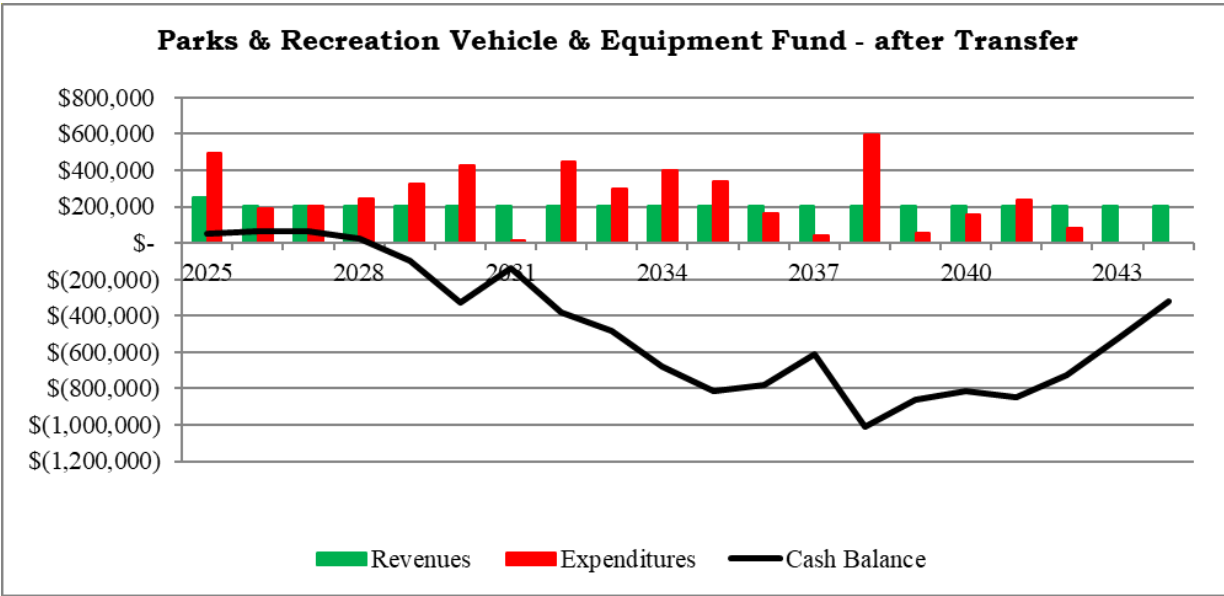
Police Vehicle and Equipment Fund (\$200,000 transfer from Excess Cash Reserve Fund)



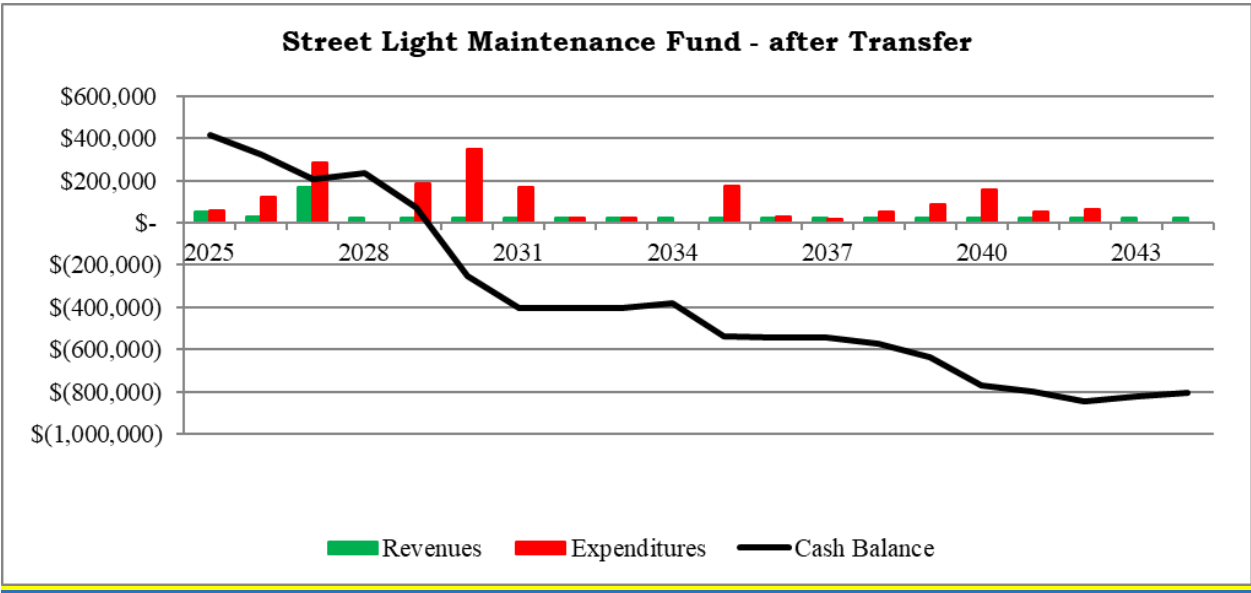
Public Works Vehicle and Equipment Fund (\$150,000 transfer from Excess Cash Reserve Fund)



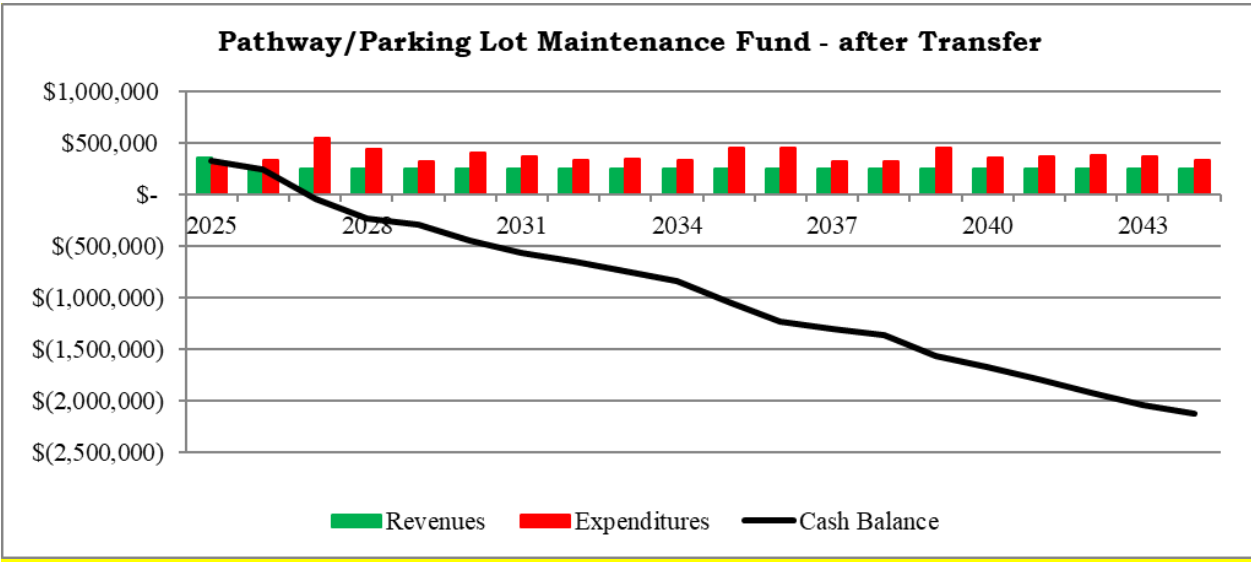
Park and Recreation Vehicle and Equipment Fund (\$50,000 transfer from Excess Cash Reserve Fund)



Street Maintenance Fund (\$25,000 transfer from Excess Cash Reserve Fund)



Pathway and Parking Lot Maintenance Fund (\$100,000 transfer from Excess Cash Reserve Fund)



Investment to Maintain City Programs and Workforce

Reclassification of personnel

Increase Part-Time Forester to Full-Time Forestry and Natural Resources Supervisor

In early 2024, the half-time Forestry Coordinator retired, which allowed the City to reevaluate its approach towards maintaining of the urban forest and overall approach towards natural resources management. In the 2025 budget, the Parks and Recreation Director and I propose to change the half-time position of Forestry Coordinator to a full-time Forestry and Natural Resources Supervisor. This change is needed to provide more capacity to manage the nearly 1,400 new public trees planted as part of the replacement of trees impacted by Emerald Ash Borer. In addition, this position will bring more resources and capacity to help implement the Natural Resources Renewal program, which has been identified as a key priority by the City Council and the community. Additional information about the position and the need for it is included as an attachment to this memo from the Parks and Recreation Director.

Impact to tax levy in 2025: \$0 (Increased cost is \$58,926 in wages and benefits which will be paid from the Park Maintenance Fund)

Increase in Full-Time Equivalent staff (FTE): 0.5 FTE

Increase 3 part-time License Center Representatives to Full-Time

Roseville's License Center, which provides motor vehicle services (e.g. driver license issuance, vehicle title registrations and changes) and processes US Passport applications, continues to see an increase in demand for its services, specifically around its passport and auto dealership business. That coupled, with the increase in business due to closure of the Maplewood License Center, is driving the need to add additional staff hours and staff to the operation. The Finance Director and I are recommending that we increase staff hours for two passport office staff from $\frac{3}{4}$ time to full-time an increase of 0.5 FTE. On the License Center side, it is proposed to increase 1 $\frac{3}{4}$ time position to full-time (0.25 FTE). Additional information about the position and the need for it is included as an attachment to this memo from the Finance Director and License Center Manager.

Impact to tax levy in 2025: \$0 (Increased cost is \$59,650 in wages and benefits which will be paid from the License Center Fund)

Increase in Full-Time Equivalent staff (FTE): Passport 0.5 FTE, License Center 0.25 FTE

New positions

As part of the department budget submittals, there were requests for new employee positions to be included in the 2025 budget. They are as follows:

Finance Department - Accounting Manager/Supervisor

The City currently has an Accountant position in the Finance Department. In order to create an opportunity for growth and career advancement as well as cross-training for future needs, the Finance Director and I are requesting that an Accounting Manager position be created to allow for

a person in the Accountant position be given more responsibility. In this instance, it is proposed that the current employee serving in the Accountant position be promoted to the Accounting Manager position as part of the 2025 budget. This will not be an increase in the overall employee count as the Accountant position will be left vacant once the promotion occurs. In the future, the City will have the ability to hire a new employee in either the Accountant or Accounting Manager position based on experience. Additional information about the position and the need for it is included as an attachment to this memo from the Finance Director.

Impact to tax levy in 2025: Increase of \$2,070 (wages and benefits)
Increase in Full-Time Equivalent staff (FTE): 0 FTE

Reclassification of Recreation Supervisor – Golf to Recreation Manager – Cedarholm

When the new Cedarholm Community Building was constructed in 2016, changes were made to staffing at Cedarholm to increase a part-time position to full-time Recreation Supervisor for Golf in anticipation of an increase in the use of the facility and golf course. Since the opening of the new building, facility use continues to grow with over 200 rentals per year, more complex alcohol and food operations, and increased use of the property for non-golf Park and Recreation activities. Based on the higher need for attention and focus on these activities, as well as keeping succession planning in mind, the Parks and Recreation Director and I propose to reclassify the existing Recreation Supervisor for Golf to Recreation Manager – Cedarholm. This change will better characterize the duties the position undertakes and will allow for some shifting of duties from the rental manager of Cedarholm Community Building to the existing Recreation Supervisor for Facilities. This proposed change will not lead to an increase in staff count. Additional information about the position and the need for it is included as an attachment to this memo from the Parks and Recreation Director.

Impact to tax levy in 2025: \$0 (Increased cost is \$4,490 in wages and benefits which will be paid from the Golf Course fund)
Increase in Full-Time Equivalent staff (FTE): 0 FTE

Fire Department – Housing Officer/Fire Inspector

The Roseville Fire Department manages the City's Multi-Family Housing Licensing Program. As part of that program on-duty fire fighters/inspectors conduct regular inspections of multi-family housing units during their shift. These inspectors also do building plan review and other fire code inspections. Due to individual firefighter/inspection schedules and the increasing call volume, it has proven to difficult to consistency perform all of the department's review and inspection duties. As part of the 2025 budget, the Fire Chief has requested the creation of a civilian Housing Officer/Fire Inspector to take over the Fire Department's inspection duties and thus free up the on-shift firefighters to respond to calls. This position has been requested in the last two budget cycles but was not ultimately included in past budgets. Given the demonstrated needs of the department, the Fire Chief and I are proposing to add this position as part of my 2025 budget proposal. Additional information about the position and the need for it is included as an attachment to this memo from the Fire Chief.

Impact to tax levy in 2025: An increase of \$104,960 of new levy support (wages and benefits)
Increase in Full-Time Equivalent staff (FTE): 1.0 FTE

Police Department – New Lieutenant/Commander position

Over the past five years, there have been significant changes in policing. These dynamics have collectively strained the Police Department's leadership capacity, and it has proven to be difficult to manage the workload consistently and effectively. The number of leadership positions in the Police Department is below our peer communities, particularly for a city of our size and complexity. I and the Police Chief are proposing that another leadership position in the Police Department be created as part of the 2025 budget. (Similar requests were made as part of the 2023 and 2024 budgets). The new leadership position would oversee professional standards (implementation of new legislative standards and training) and administrative functions (compliance and reporting and recruitment and retention of police officers). I am also requesting that the positions of Lieutenants be changed to Commander positions. The change in title will not have any direct budgetary impact but will better reflect their duties and industry norms in policing. Additional information about the position and the need for it is included as an attachment to this memo from the Police Chief.

Impact to tax levy in 2025: An increase of \$87,430 in wages and benefits for 0.5 FTE (The other 0.5 FTE position in the amount of \$87,430 will be paid for by Public Safety Aid funds)
Increase in Full-Time Equivalent staff (FTE): 1.0 FTE

Police Department – 2 Mental Health Coordinators

Currently, the Police Department have three Social Worker/Mental Health positions. Two are Ramsey County employees, with one position fully funded by Ramsey County and the second position funded by the City's American Rescue Plan Act (ARPA) allocation. The use of Ramsey County social workers ends in January 2025. The third position, a Peoples Inc social worker is jointly funded by People's Inc. and the City, using ARPA funds. This position is funded through the end of March 2025. The presence of embedded social workers has proven to be very beneficial to the community and provides for critical support to individuals experiencing mental health crisis and their families.

For the 2025 budget, due to the expiring contracts, the Police Chief and I are proposing to have 2 mental health coordinators employed by the City instead of utilizing Ramsey County and Peoples Inc. employee. They will be embedded within the Police Department and continue the work that the current social workers have provided the community. While these positions will eventually need to be funded by City levy dollars, I am proposing to fund these positions through a combination of Public Safety Aid, Opioid settlement dollars, and the small amount of remaining ARPA dollars. It should be noted that the Police Department is currently finalizing submitting grant application to receive state funds to pay for one of the Mental Health Coordinator positions. As that is not certain at this time, for budget purposes we are showing that these positions will be funded through the combination of funds described below.

Mental Health Coordinator (2)

Cost: \$128,928 per position for full year

Total Cost in 2025: \$257, 856

Funding Sources: Public Safety Aid, Opioid Settlement Funds, ARPA Funds. (Potential uses of these sources may be offset with award of grant funds from the State of Minnesota).

Impact to tax levy in 2025: An increase \$0 (Increased cost of \$257,856 will be paid for by a use of remaining ARPA funds [\$18,000], Opioid Settlement Funds [\$50,000], and Public Safety Aid/Other Grant Funds [\$189,856] for wages and benefits for 2 positions)

Increase in Full-Time Equivalent staff (FTE): 2.0 FTEs

License Center – 0.75 FTE License Center Representative – Passports (wages and benefits)

As described earlier in this memo, the City is experiencing an increase in demand for passport applications. To address that need, the Finance Director and I are proposing to create one $\frac{3}{4}$ position for the Passport office. Additional information about the position and the need for it is included as an attachment to this memo from the Finance Director and License Center Manager.

Impact to tax levy in 2025: \$0 (Increased cost is \$62,700 in wages and benefits which will be paid from the License Center Fund)

Increase in Full-Time Equivalent staff (FTE): 0.75 FTE

It should be noted that one new position (Human Resources Assistant) was requested by the Assistant City Manager but is not included in my proposed budget. Additional staff in human resources is certainly justified given the amount work that needs to be completed. Current HR staff over capacity on the amount of work that needs to be completed. This leads to the Assistant City Manager often being more deeply involved in HR matters than optimal. Nevertheless, to minimize the levy impact and focus on critical staffing needs in other departments, I have not included this in the 2025 budget. This position will be looked at again in the 2026 budget. I have attached the memo from the Assistant City Manager detailing the need for the position.

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Increase in FTEs in 2025 Budget: 6 FTEs Levy Supported: 1.5 FTEs Non-Levy Supported: 4.5 FTEs
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Compensation Adjustments

As the City Council is aware, the City implemented a new compensation plan as part of the 2024 budget. The implementation costs for the new compensation plan were a major driver in the increase in the budget and levy for the 2024 budget. There will continue to be cost impacts in the 2025 budget as non-union employees advance through their wage steps. This is always a factor in each year's budget, but I am mentioning it as more employees will be receiving step adjustments in 2025 as a result of the new compensation plan.

The following is a listing of the compensation adjustments that will impact the levy in the 2025 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 2025 for staff

Another driver for compensation in the 2025 budget will be outstanding union contracts. Four union contracts will expire at the end of 2024. They are the police unions for the Deputy Chief, Lieutenants, and Sergeants, and 49ers union for public works and parks maintenance workers. Negotiations are currently underway for wage adjustments using the same comparable cities used in the classification and compensation study. Funding has been included in the 2025 budget proposal to cover the expected costs. Final numbers for all unions should be known by this fall.

Employer costs for a 5% health insurance increase for employees are also included as part of this number.

Employee step increases and city-covered employee insurance increases are \$624,230, with \$452,087 paid from the new tax levy.

Impact to tax levy: An increase of \$452,087

Employee COLA (3%)

Going into 2025, it appears our comparable cities will be implementing a cost-of-living adjustment of 3% for their union and non-union 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, despite implementing the classification and compensation study last year.

With that in mind, for union contracts going through 2025, a cost-of-living adjustment (COLA) of 3% has been incorporated into the 2025 budget. The same 3% COLA has been allocated for the union that have contracts up at the end of 2024, 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 \$656,703 with \$487,843 of the amount to be paid from new tax levy.

Impact to tax levy: An increase of \$487,843

Costs for Supplies, Operations, and Contractual Services

The 2025 City Budget incorporates increased costs for supplies, operations, and contractual services. The net cost for this increase for levy-supported functions is \$354,523 in 2025.

Strategic Use of Grant Funding

Grant Funding

The City has been diligent in securing alternative revenue funds to help offset the impact to local property taxpayers. For the 2025 budget, I propose to use the following grant funds to offset new costs: ARPA, Public Safety Aid, and Opioid Settlement Funds

ARPA

The City received a total of \$3.9 million as a result of the federal American Rescue Plan Act (ARPA). We will have a small amount of ARPA funds remaining (\$18,000) that can be utilized in 2025.

Mental Health Coordinator (2) \$18,000 (No tax levy impact)

As described earlier in this memo, the funding for the 2 mental health coordinators will be split using various grant funds. I propose to use \$18,000 in remaining ARPA funds to partially pay for these two positions. Beginning in 2026 these positions will need to be funded with levy funds unless other grant dollars can be secured.

Opioid Settlement Dollars

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). As of July 31, 2024, the City has received approximately \$105,000 in settlement dollars.

Mental Health Coordinator (2) \$50,000 (No tax levy impact)

For the 2025 budget, I am proposing to use \$50,000 of the opioid settlement funds to help fund the 2 Mental Health Coordinators embedded in the Police Department. As part of their work, the embedded Mental Health Coordinators often encounter addiction issues combined with mental health issues with the clients they work with. Using opioid settlement dollars to help fund positions that will help those dealing with addiction issues and is an eligible use of the settlement funds.

Public Safety Aid

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. To date, the City has expended/committed \$1,418,546 of PSA funds as shown in the table below. As the City did not need to use any PSA funds for the Commitment to Diversity positions in the Police and Fire Departments, there is a total of \$397,979 available as shown in the table below.

412

Public Safety Aid	
Amount Awarded	\$ 1,594,625
Amounts Used:	
PD equipment fund	\$ 500,000
FD equipment fund	\$ 500,000
PD & FD Commit. to Diversity positions	\$ 221,900
PD/FD Increased dispatch costs	\$ 40,104
PD BCA required IT cost increase	\$ 16,000
PD/FD Wellness & CSO wage increase	\$ 64,500
PD Training tracking program	\$ 5,280
PD Exercise room - Peloton purchase	\$ 3,623
FD Foam purchase	\$ 27,135
PD Ballistic Shields	\$ 36,004
PD Initial patch replacements	\$ 4,000
Sub Total	\$ 1,418,546
Balance remaining	\$ 176,079
Add back unspent Commit. to Diversity positions	\$ 221,900
Available for 2025	\$ 397,979

413

414

415 For the 2025 budget, I am proposing to use the Public Safety Aid as follows:

416

417 **Mental Health Coordinator (2) \$189,856 (No tax levy impact)**

418 For the 2025 budget, I am proposing to use \$189,856 of PSA funds to help fund the 2 Mental
 419 Health Coordinators embedded in the Police Department. The Roseville Police Department is
 420 completing a grant application to the State of Minnesota that will cover \$200,000 of costs for these
 421 employees over an 18-month period. As the City has not been awarded any grant funds to assist
 422 with funding for these positions, I am using the PSA funds as a placeholder for potential grant
 423 funds the City may receive in the future. The Mental Health Coordinator positions will need to be
 424 funded by a combination of grant and tax levy funds in the future.

425

426 **Increased funding for Fire Cadets \$50,880 (No tax levy impact)**

427 The Fire Department currently has two Fire Cadet positions. These positions allow for the Fire
 428 Department to hire individuals that are not traditionally in the fire service (persons of color and
 429 females) and train them to become firefighters. It is hoped that the Fire Cadets will eventually
 430 become full-time firefighters for Roseville, either filling a vacancy or being hired as part of the
 431 Commitment to Diversity program. While funding was included in past budgets, additional
 432 funding is needed for the Fire Cadets to ensure that there are sufficient resources available for
 433 them to complete their training. I am proposing to utilize \$50,880 of PSA funds to ensure enough
 434 funding is available for the two Fire Cadet to participate and complete their training, if needed.

435

436 **Partial Funding for new Lieutenant/Commander position \$87,430 (No tax levy impact)**

As described earlier in this memo, there is a need to add another Lieutenant/Commander position to the Police Department command staff. I am proposing to use \$87,430 of PSA funds to pay for half of the costs for the position. The remaining costs for the position (\$87,430) will be paid from tax levy funds. This position will need to be fully funded by the levy in 2026.

With the proposed use of PSA funds as part of the 2025 budget, the City will have \$69,813 remaining for future use as shown in the table below (assuming no other grant funds are available to pay for the Mental Health Coordinators).

Public Safety Aid - Uses in 2025 Budget	
Starting Balance	\$ 397,979
<u>Proposed Uses</u>	
Partial funding for 2 Mental Health Coordinators	\$ (189,856)
Increased funding for Fire Cadets	\$ (50,880)
Partial funding for new LT./Commander position	\$ (87,430)
Total	\$ 328,166
Remaining Balance of PSA Funds	\$ 69,813

It should be noted that the Commitment for Diversity positions will remain in place. As they are only used on a "as needed" basis and the funding is intended to only be short-term, I feel comfortable that we can fund these positions if needed through remaining PSA funds or other reserves.

The table on the next page shows the breakdown of the use of the levy and non-levy sources to fund the positions mentioned as part of this memo.

Investment to Maintain City Programs and Workforce				
		Tax Levy	Non-Tax Levy	
Reclassification of personnel				
Reclassification of PR Forester (.5 to 1.0 FTE)	Non-Levy		\$ 58,926	Parks Maint Fund Balance
Reclassification of 3 LC Reps (.75 to 1.0 FTE) *	Non-Levy		\$ 59,650	License Center Fund Balance
Fire cadet increase	PS Aid		\$ 50,880	Public Safety Aid
	Sub-Total	\$ -		
New Personnel				
Accounting Manager - Finance	Levy	\$ 2,070		
Recreation Manager - Parks and Recreation (Golf)	Non-Levy	0	\$ 4,490	Golf Course Fund Balance
Licensing Center Representative (0.75 FTE)	Non-Levy	0	\$ 62,700	License Center Fund Balance
Housing Officer/Fire Inspector - Fire	Levy	\$ 104,960	\$ -	
Lieutenant/Commander - Police (.5 FTE)	Levy	\$ 87,430	\$ -	
Lieutenant/Commander - Police (.5 FTE)	PS Aid		\$ 87,430	Public Safety Aid
2 Mental Health Coordinators - Police	Non-Levy	\$ -	\$ 257,856	ARPA/Opioid/PS Aid
	Sub-Total	\$ 194,460		
Compensation Adjustments				
Employee Step Increases	Levy	\$ 452,087	\$ 172,143	Non-Levy Supported Funds
Employee COLA 3%	Levy	\$ 487,253	\$ 169,450	Non-Levy Supported Funds
	Sub-Total	\$ 939,340		
Increased Costs for Supplies, Operations, and Contracts				
	Levy	\$ 354,523		
	Sub-Total			
Total New Tax Levy Support				
		\$ 1,488,323		

Impact to Future Budgets and Tax Levy

As noted in this memo, 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.

2025 Budget Expenditures in 2026 Budget			
Cost Item	Amount	2025 Funding Source	2026 Funding Source
Fire Department Cadet Hours Increase	\$ 50,800	PSA	Levy
PD Lt./Commander .5 FTE Costs	\$ 87,430	PSA	Levy
PD Mental Health Coordinator (2) Costs	\$ 18,000	ARPA	Levy
PD Mental Health Coordinator (2) Costs	\$ 189,856	PSA	Levy
PD Mental Health Coordinator (2) Costs	\$ 50,000	Opioid Sett.	Levy
Total	\$ 396,086		

MEMORANDUM



Date: August 12, 2024

To: Pat Trudgeon, City Manager

From: Matthew Johnson, Parks and Recreation Director 

RE: Proposal to Transition Part-Time Forestry Coordinator Position to Full-Time Forestry and Natural Resources Supervisor

As we have previously discussed in preparation of the 2025 budget, I am proposing a strategic adjustment within the Parks and Recreation Department by transitioning the current half-time Forestry Coordinator position (previously held for more than 20 years by an employee who retired this spring) to a full-time Forestry and Natural Resources Supervisor. This change aligns with our ongoing commitment to maintaining and enhancing our City's green spaces, urban forests, and natural resources and will allow us to better serve the natural resources needs of the community.

RATIONALE

Increased Forestry Demands: Over the past decade, the City's approach to forestry has become more proactive including treating heritage trees (both ash trees and select oak trees) and proactively planting new trees. This approach is far more resource-heavy than response and removal.

Additionally, the impacts of Emerald Ash Borer and the City's commitment to replacing removed ash with new trees has resulted in a younger and more at-risk urban forest. By 2025, the City will have more than 1,400 public trees that are less than three years old. These young trees will require significant watering, pruning, inspection, and replacement in the coming years.

Finally, although most public ash tree removals are now complete, it is anticipated that hazard tree complaints due to failing private ash trees will impact the workload of the community forester for years to come.

Increased Community Expectations for Natural Resources Work: Since 2014 the City has undertaken an aggressive Natural Resources Renewal program. When the program began, no additional staff was provided to manage the program (although the Volunteer Manager now supports several volunteer functions), and the program has been managed by the Parks Superintendent. The Parks Superintendent also manages maintenance of the parks, park projects, and some park planning. As a consequence, the Natural Resources program is at (and possibly beyond) the ceiling of what it can reach with the current structure. Over the years, we have received many requests from volunteer natural resources stewards to provide more staff to the program to allow for more volunteer events, better planning and organization, and better training for volunteers. Additionally, other volunteer programs such as adopt-a-park are not as successful as they could be given the staffing limitations.

As we continue to work through the 2024 Natural Resources Master Plan update, the topic of increased City resources dedicated to natural resources has been a frequent recommendation from the Community Technical Advisory Committee and consultants. The forthcoming plan will include a project list (sample attached) of more than 300 natural resources projects for City staff, consultants, and volunteers to undertake. Execution of these projects will require management and organization from the City.

The elevation of this position to the supervisor level (grade 13) will allow this person to supervise staff and effectively manage volunteers, develop programming, and directly manage projects related to Natural Resources and Forestry.

Recruitment of Qualified Candidates: The previous Part Time Forestry Coordinator position was created, in part, because of the availability of a qualified candidate who wanted to work part-time. Staff feel that we are unlikely to recruit and retain a qualified candidate for a half-time position. Although it is unlikely that we will find a candidate who has sufficient background in both natural resources and forestry, the overlap between education, skill set, and philosophical needs of the two areas will allow us to use the additional 50% time to greatly improve the City's natural resources program.

Sustainability Goals: Transitioning to a full-time Forestry and Natural Resources Supervisor aligns with the City's broader sustainability goals. This position would play a key role in developing and implementing policies that support our climate action plans, enhance biodiversity, and promote ecological resilience.

OUTCOMES

It is anticipated that the transition of the Part-Time Forestry Coordinator Position to Full-Time Forestry and Natural Resources Supervisor will yield the following outcomes in relatively short order:

- Implementation of the forthcoming Natural Resources Master Plan update and project list.
- Creation and execution of a ten-year urban forest master plan.
- Improved training and organization of natural resources volunteers who wish to lead volunteer activities.
- An increased number of "staff led" volunteer natural resource events per year.
- Revitalization of the adopt-a-park program, and integration with the City's natural resources work.
- Improvements in park maintenance and project management.

PARK	Management Unit (MU) Map Label	Community Type	AC	2024 Approx. % Native Ground Cover	2024 Management Unit Summary Comments	2024 Stantec Within-Park Priority Rank (High, Med, Low)	2024 MU Priority Rank Comments	Management Activity	Target Species	2024 Approx. Invasive Species (IS) Cover	Proposed 2030 NRM Objectives	Volunteers	Contract	Activity Timing	Equip, Tools, Supply Needs	Special Training / License Needs
ACORN	OW/LF1	Oak Woodland & Lowland Forest Restoration	7.74	25-50%	Lowland hardwoods; some oak, including old growth savanna white oak ; amur maple present; buckthorn cover higher in SW corner; significant disk golf disturbance; evidence of seeded forbs and grasses.	Med	Disturbance factors must be addressed to sustain any NRM effort									
ACORN	OW/LF1	Oak Woodland & Lowland Forest Restoration	7.74					Invasive tree removal - 1x	amur maple		No invasive trees in canopy/understory	x		winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload
ACORN	OW/LF1	Oak Woodland & Lowland Forest Restoration	7.74					Woody invasives removal by hand - annually	buckthorn, Siberian pea shrub	<25%	<10% woody invasive shrub cover	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID
ACORN	OW/LF1	Oak Woodland & Lowland Forest Restoration	7.74					Invasive brush foliar treatment for re-sprouts/seedlings - annually	buckthorn, Siberian pea shrub, amur maple	<25%	<10% woody invasive shrub cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID
ACORN	OW/LF1	Oak Woodland & Lowland Forest Restoration	7.74					Herbicide spot invasive weed treatment - annually	burdock, creeping Charlie, lawn weed areas	25-50%	<25% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID
ACORN	OW/LF1	Oak Woodland & Lowland Forest Restoration	7.74					Hand-pull weeds	Japanese hedge parsley	<1%	Prevent seed production	x		growing season	Gloves, safety glasses	Training: Plant ID
ACORN	OW/LF1	Oak Woodland & Lowland Forest Restoration	7.74					Native seeding--including site prep in disk golf areas	native woodland edge/savanna mix		>75% native ground cover; increase species richness		x	variable	Herbicide application equip/tools/supplies; mowing equipment	Training/License: MN Pesticide Applicator License; Pesticide handling; Mowing equipment
ACORN	OW/LF2	Oak Woodland & Lowland Forest Restoration	0.64	25-50%	Pin oak, white oak , cottonwood canopy; dead ash; boxelder, black cherry under; ash, black cherry common in shrub layer; buckthorn rare; native ground cover, w/ rare occurrences of garlic mustard, burdock, butter and eggs; needs more native ground cover & species richness.	Low	Smallest W/F unit									
ACORN	OW/LF2	Woodland/Forest Restoration	0.64					Woody invasives removal by hand - 1-2x	buckthorn	<5%	<1% woody invasive shrub cover	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Plant ID
ACORN	OW/LF2	Woodland/Forest Restoration	0.64					Thin native saplings in understory by hand - 1x	black cherry, ash		Increase understory light for native ground cover	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Plant ID, Herbicide application
ACORN	OW/LF2	Woodland/Forest Restoration	0.64					Invasive brush foliar treatment for re-sprouts/seedlings - annually	buckthorn		<10% woody invasive shrub cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID
ACORN	OW/LF2	Woodland/Forest Restoration	0.64					Hand-pull weeds	garlic mustard	<5%	Seed production prevented annually for 5 years	x		spring	Gloves, safety glasses	Training: Plant ID
ACORN	OW/LF2	Woodland/Forest Restoration	0.64					Herbicide spot treat invasive weeds - annually	burdock, butter and eggs	<5%	<5% herbaceous invasives cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID
ACORN	OW/LF2	Woodland/Forest Restoration	0.64					Native seeding - 2-3x	native woodland mix		>75% native ground cover; increase species richness	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design

PARK	Management Unit (MU) Map Label	Community Type	AC	2024 Approx. % Native Ground Cover	2024 Management Unit Summary Comments	2024 Stantec Within-Park Priority Rank (High, Med, Low)	2024 MU Priority Rank Comments	Management Activity	Target Species	2024 Approx. Invasive Species (IS) Cover	Proposed 2030 NRM Objectives	Volunteers	Contract	Activity Timing	Equip, Tools, Supply Needs	Special Training / License Needs
AUTUMN GROVE	W/F	Woodland/Forest Restoration	0.29	<10%	Narrow wooded strip along Hamline Ave w/ very low utility lines; boxelder, black walnut, spruce, silver maple, hackberry, American elm canopy; several mulberry; dead ash present; woody debris & stump sprouts south end; large buckthorn and white mulberry growing up into utility line; needs native ground layer seeding; expand native ground cover west into lawn to create buffer.	High	Social equity (sparse walkable natural resources access in neighborhood); will require high effort for small unit									
AUTUMN GROVE	W/F	Woodland/Forest Restoration	0.29					Woody invasives removal by hand - 1x	buckthorn, mulberry, Siberian elm	>90%	No stems with basal diameter >1/4"; no fruiting plants		x	dormant seasons	Chainsaw/brush saw; herbicide, indicator dye, herbicide daubers	Training: training and safety plan for work next to road & under utility line
AUTUMN GROVE	W/F	Woodland/Forest Restoration	0.29					Invasive brush foliar treatment for re-sprouts/seedlings - 2x	buckthorn, mulberry, Siberian elm	50-75%	<1% woody invasives cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID
AUTUMN GROVE	W/F	Woodland/Forest Restoration	0.29					Herbicide spot treat invasive weeds - annually	broadleaf weeds	<10%	<1% herbaceous invasives cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID
AUTUMN GROVE	W/F	Woodland/Forest Restoration	0.29					Native grass seeding - 2x	woodland species		>75% cover by native grasses	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design
AUTUMN GROVE	W/F	Woodland/Forest Restoration	0.29					Native forb seeding - 2x	woodland edge species		>25% cover by native forbs	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design
CENTRAL PARK DALE EAST	P1 (CP-U5)	Prairie Reconstruction	0.14	50-75%	HANC prairie: Needs dormant brush mow, RxB, spot weed treatments for burdock, curly dock, supplemental seeding.	High	Role in environmental education & interpretation									
CENTRAL PARK DALE EAST	P1 (CP-U5)	Prairie Reconstruction	0.14					Dormant brush mow for brush suppression - 2-3x	native shrubs		Mechanical brush suppression conducted at least 2x		x	dormant seasons	Specialized mowing equipment (walk-behind brush mower or skidsteer forestry mower)	Training: Mowing Equipment Operation; Trailing
CENTRAL PARK DALE EAST	P1 (CP-U5)	Prairie Reconstruction	0.14					Prescribed burn - 1x			1 prescribed burn implemented		x	dormant seasons	RxB equip, specialized Personal Protective Equipment	Training: RxB
CENTRAL PARK DALE EAST	P1 (CP-U5)	Prairie Reconstruction	0.14					Herbicide spot treat invasive weeds - annually	burdock, curly dock		<5% herbaceous invasives cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID
CENTRAL PARK DALE EAST	P1 (CP-U5)	Prairie Reconstruction	0.14					Native seeding - 1-2x	mesic prairie mix		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design

PARK	Management Unit (MU) Map Label	Community Type	AC	2024 Approx. % Native Ground Cover	2024 Management Unit Summary Comments	2024 Stantec Within-Park Priority Rank (High, Med, Low)	2024 MU Priority Rank Comments	Management Activity	Target Species	2024 Approx. Invasive Species (IS) Cover	Proposed 2030 NRM Objectives	Volunteers	Contract	Activity Timing	Equip, Tools, Supply Needs	Special Training / License Needs
CENTRAL PARK DALE EAST	W/F3 - Compost Facility	Woodland/Forest Restoration	1.20					Herbicide spot treat invasive weeds - annually	burdock		<5% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID
CENTRAL PARK DALE EAST	W/F3 - Compost Facility	Woodland/Forest Restoration	1.20					Native seeding - 2-3x	woodland edge mix		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design
CENTRAL PARK DALE EAST	WL1	Wetland Restoration	36.35	>75%	HANC wetland: needs glossy buckthorn (overall <25% cover), amur maple, purple loosestrife control; focus on buckthorn along boardwalk and islands to curb seed production; consider interpretative sign for shrub ID due to diversity present.	High	Maintain good quality & prevent condition decline; interpretive signs present	Woody invasives removal by hand - 1-2x	glossy buckthorn, amur maple	<25%	<5% invasive shrub cover		x	winter	Brush saws; herbicide, indicator dye, herbicide daubers	Training and safety plan for work on ice
CENTRAL PARK DALE EAST	HANC Woodland Garden	Woodland Garden		>75%	Minor weed management needed; scattered reed canary grass; 1 buckthorn, creeping bellflower.	High	Role in environmental education & interpretation	Hand weeding, spot spraying - annually	invasive shrubs & perennials	<1%	Maintain <1% invasive plant cover	x		growing season	Gloves, safety glasses	Training: Plant ID
CENTRAL PARK DALE WEST	W/F4	Woodland/Forest Restoration	0.16	<25%	Cut/treat buckthorn (fruiting shrubs present); spot spray burdock; seed native grasses.	High	High restoration potential by volunteers									
CENTRAL PARK DALE WEST	W/F4	Woodland/Forest Restoration	0.16					Woody invasives removal by hand - 1x	buckthorn	>50%	No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons	Brush saws; Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID
CENTRAL PARK DALE WEST	W/F4	Woodland/Forest Restoration	0.16					Invasive brush foliar treatment for re-sprouts/seedlings - annually	buckthorn, nonnative shrubs/saplings		<1% woody invasive shrub cover; no fruiting plants		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID
CENTRAL PARK DALE WEST	W/F4	Woodland/Forest Restoration	0.16					Herbicide spot treat invasive weeds - annually	burdock		<1% herbaceous invasives cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID
CENTRAL PARK DALE WEST	W/F4	Woodland/Forest Restoration	0.16					Native seeding - 2-3x	woodland grasses, than forb mix		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design
CENTRAL PARK DALE WEST	W/F5	Woodland/Forest Restoration	1.63	25-50%	Forestry mow/brush saw buckthorn; follow-up brush foliar treatments; spot spray broadleaf weeds; remove invasive trees and plan canopy succession to native hardwoods; native seeding; NOTE: Japanese knotweed present at south end near playground area.	High	Sustain gains and continue NRM progress									
CENTRAL PARK DALE WEST	W/F5	Woodland/Forest Restoration	1.63					Invasive tree removal - 1x	Siberian elm, white poplar, white mulberry		No invasive trees		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload
CENTRAL PARK DALE WEST	W/F5	Woodland/Forest Restoration	1.63					Forestry mow woody invasives - 1x	buckthorn, honeysuckle, white mulberry	25-50%	<10% woody invasive shrub cover		x	winter	Specialized mowing equipment (walk-behind brush mower or skidsteer forestry mower)	Training: Mowing Equipment Operation; Trailing



Memo

To: Pat Trudgeon, City Manager
From: Michelle Pietrick, Finance Director and Pam Ryan, License Center Manager
Re: 2025 Staffing Changes

Pat,

For the 2025 budget, the License Center is requesting to increase three of the current $\frac{3}{4}$ time representatives to full time and adding one $\frac{3}{4}$ time position.

The passport office would have 2 of the current $\frac{3}{4}$ staff move to full time and the additional requested $\frac{3}{4}$ position would be on the passport side. Staffing would go from 4 full time and 4 $\frac{3}{4}$ positions to 6 full time and 3 $\frac{3}{4}$ positions.

On the License Center side, we would move one $\frac{3}{4}$ position to full time. Staffing would go from 9 full time and 4 $\frac{3}{4}$ positions to 10 full time and 3 $\frac{3}{4}$ positions.

We have seen a growth in the demand for our passport business and auto dealership business. The passport office staff are shared between passport and auto dealerships. We added one more workstation for accepting passport applications and by adding the staff requested, we should be able to complete 15 or more applications in a day with that workstation fully staffed. By adding the $\frac{3}{4}$ positions, we should have the capacity to pursue other auto dealerships for their business.

For the License Center side, the increase to full time would allow for more consistent staffing of our 10 workstations, which would allow us to assist more customers. We will also be able to expand the hours we schedule for knowledge testing for driver's licenses.

With the closure of the Maplewood License Center, we have seen an increase in the number of customers coming to our facility. Had we known they were going to close, we would have requested an increase in staffing for the 2024 budget. The requested staff changes do not impact the property tax levy and they will increase our revenues by our ability to assist more customers.



Memo

To: Pat Trudgeon, City Manager
From: Michelle Pietrick, Finance Director
Re: Accounting Manager/Supervisor

Pat,

For the 2025 budget, I am requesting an upgrade of the Accountant position to an Accounting Manager/Supervisor position. Over the past few years, the Accountant position has served as a subject matter expert in regard to the City's Financial software – both Springbrook and now BS&A. The position has successfully trained and motivated junior accounting staff and effectively filled the Assistant Finance Director position during its vacancy in 2022 during our audit.

Over the last four years, the Accountant position has taken on additional responsibilities to support the Assistant Finance Director role and as result an Accounting Manager/Supervisor position is proposed to be created to recognize the higher level of work and responsibility that the current Accountant is doing.

In the new position, the Accounting Manager/Supervisor would directly oversee utility billing and Reception staff. The Finance Department operates with a lean staff and we have been cross training all positions to ensure coverage for various accounting functions.

Creating the Accounting Manager/Supervisor position will not increase employee count. The employee currently serving in the Accountant position will be promoted to the Accounting Manager/Supervisor position. The new position will provide a clear career progression within the Finance Department, ensuring continuity and stability in operations should any vacancies arise.



MEMORANDUM

Date: August 12, 2024

To: Pat Trudgeon, City Manager

From: Matthew Johnson, Assistant Parks and Recreation Director 

RE: Recreation Supervisor – Cedarholm: Proposed Reclassification

As we have discussed, as we prepare the 2025 budget, I am proposing reclassification of the Cedarholm Recreation Supervisor Position (Grade 13) to Cedarholm Recreation Manager Position (Grade 15). This change is important to ensure long-term continuity at the Cedarholm Community Building and reflects the change in duties and expected outcomes since the construction of the Community Building in 2018.

RATIONALE

Increased Workload and Change in Demands at Cedarholm: In 2016, in anticipation of completion of construction of the Community Building, the Golf Course Supervisor Position at Cedarholm was expanded from .75 FTE to full time, and the title was changed to Recreation Supervisor for Golf and Cedarholm. However, to justify that .25 increase and add capacity for the Recreation Superintendent position, additional duties (supervision of the community gyms and neighborhood ice rinks) were also added. The net result was a full-time position, but very little added capacity to prepare for the responsibilities that would be added when the Community Building opened.

Since the completion of the Community Building, the workload at Cedarholm has change exponentially.

- The Cedarholm Community Building services 200 rental and/or events per year; prior to the Community Building it averaged fewer than five rentals per year.
- Cedarholm offers more than ten “non-golf” recreational events per year (programmed by Cedarholm staff); prior to the Community Building they did not offer any.
- Cedarholm staff sell beer and wine, including for large events. Until 2020, Cedarholm only had 3.2 license: a significant added responsibility.
- The newer building, and larger footprint of Cedarholm requires more (and higher quality) custodial, maintenance, and capital planning.
- The kitchen/grill continues to be vexing and take a significant amount of staff time.

The bulk of the above tasks are the responsibility (in full or in part) of the Recreation Supervisor for Golf and Cedarholm, in addition to the functions that existed prior to the Community Building (managing seasonal staff, programming golf leagues, managing community gyms, etc). Simply put, Cedarholm is no longer analogous to other 9 hole or executive courses in the Twin Cities, but more similar to a hybrid community center and golf course. However, it lacks staff to support this model.

Capitalizing on Current Staff's Strengths: In April the previous Recreation Supervisor for Cedarholm left the City. At that time, the Recreation Supervisor for Facilities was appointed to fill the Cedarholm Recreation Supervisor position in a lateral move.

The new Cedarholm Recreation Manager position would directly supervise the Recreation Supervisor for Facilities. With this change the Recreation Supervisor for Facilities would be able to handle some of the building rentals at Cedarholm to free up the new Manager position to better support the new needs of the Cedarholm year-round operation. Additionally, this would allow for greater continuity between City rental facilities, and allow the new Recreation Supervisor for Facilities to benefit from their predecessor's experience.

Succession Planning: Creation of the Cedarholm Recreation Manager position will allow for a smoother transition when the long-tenured Cedarholm Superintendent eventually retires. The current staffing structure would leave a concerning leadership and experience vacuum at Cedarholm when the Superintendent retires. The promotion of this position to Manager would enable the City to have a stronger, more experienced team in place to manage the facility while the search and onboarding of a new Superintendent is undertaken.

OUTCOMES

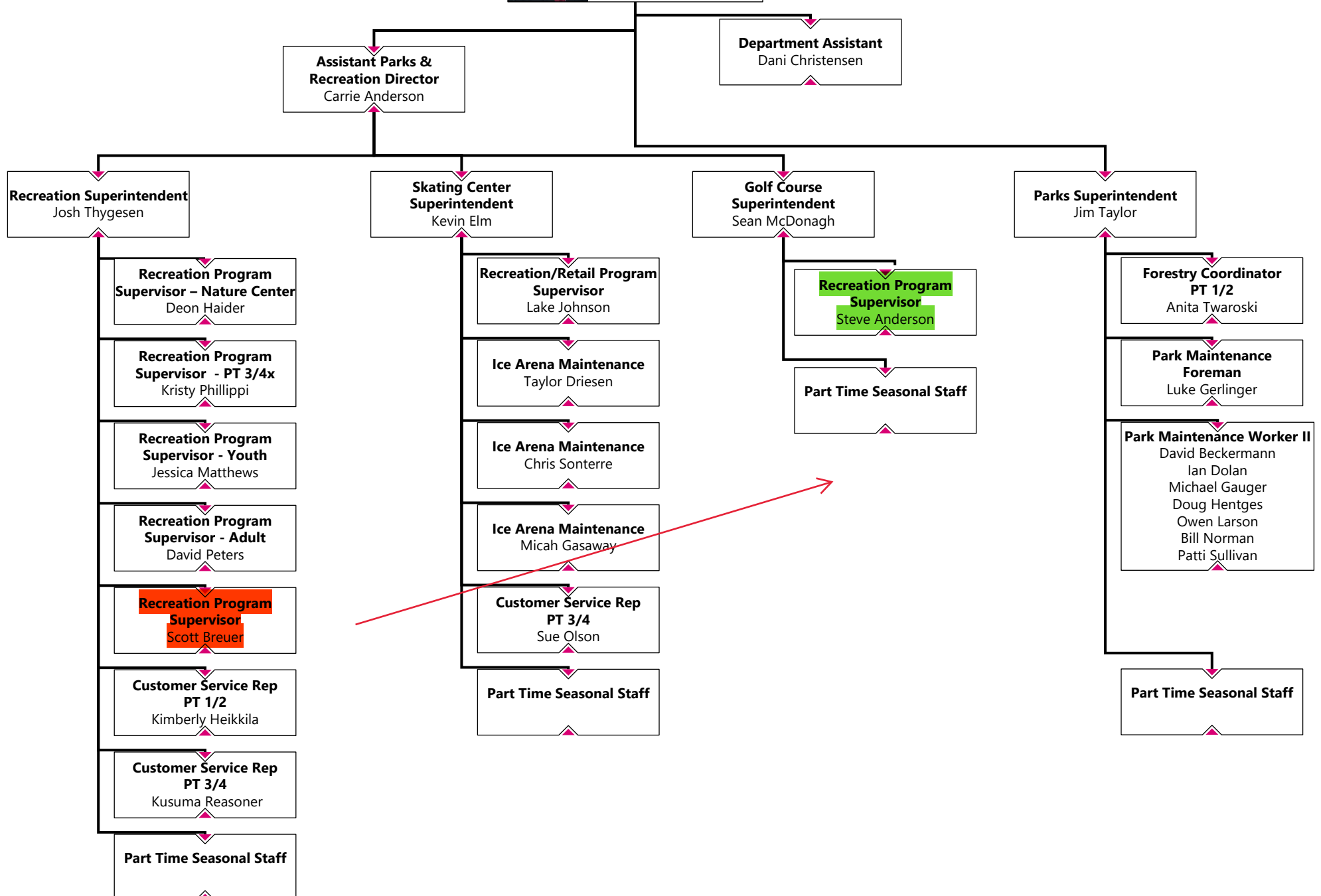
The promotion of the Recreation Supervisor for Cedarholm (Grade 13) to Manager (Grade 15) will provide the following outcomes:

- Greater alignment between City rental facilities (park buildings, picnic shelters, and Cedarholm gathering spaces would operate more seamlessly).
- Greater capacity at Cedarholm to account for the growth that has occurred in year-round, non-golf recreation that occurs there.
- Continuity in both the Cedarholm operations and recreational facilities (park building and picnic shelters) operation.
- An opportunity for a high-performing staff member to utilize their skill to help develop newer staff.
- More depth in operational staff at Cedarholm to better prepare for future staffing transitions.



**Parks & Recreation
Director**
Matt Johnson

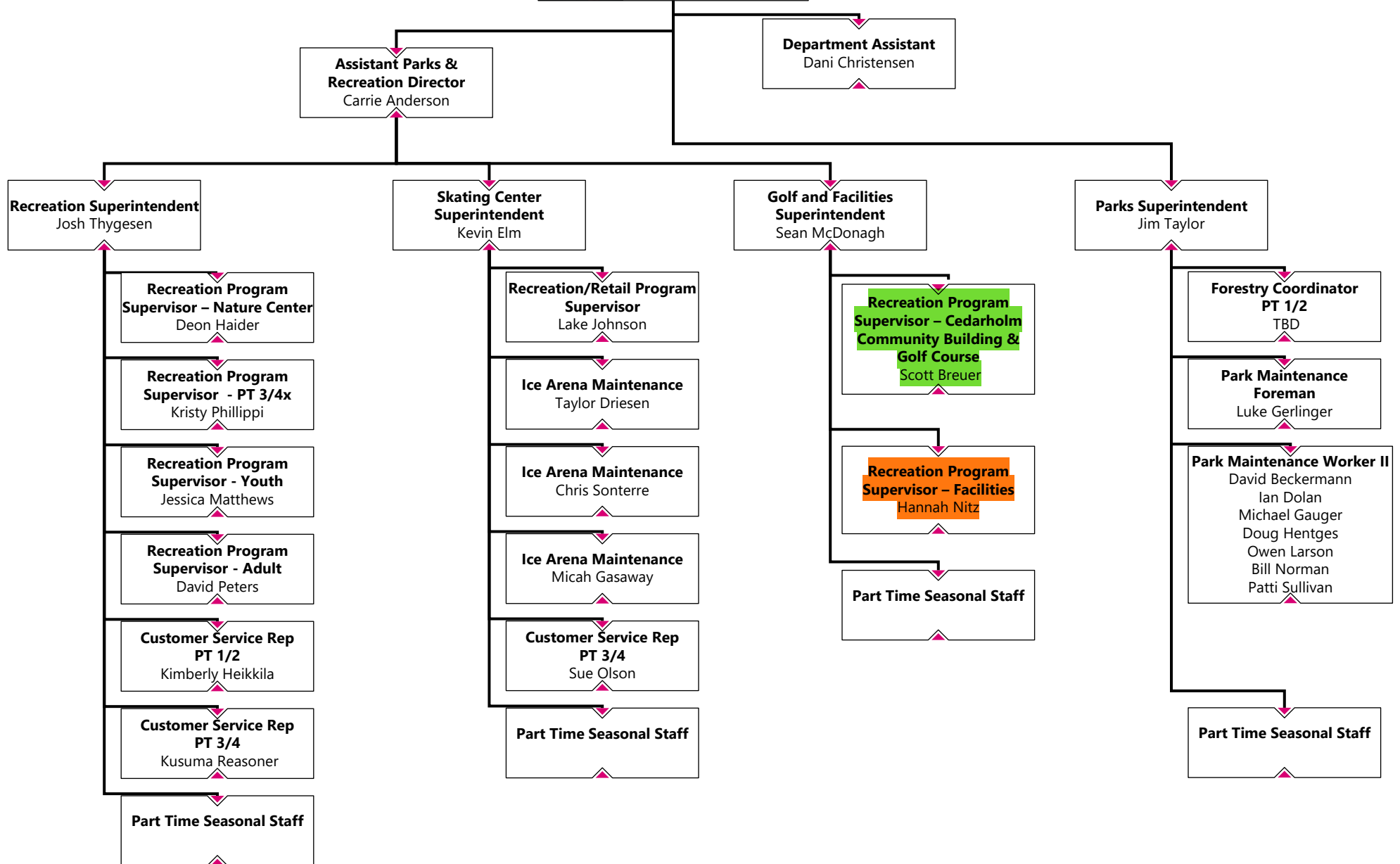
Attachment 4
Parks and Recreation Org Chart Jan, 2025, with
realignment noted.



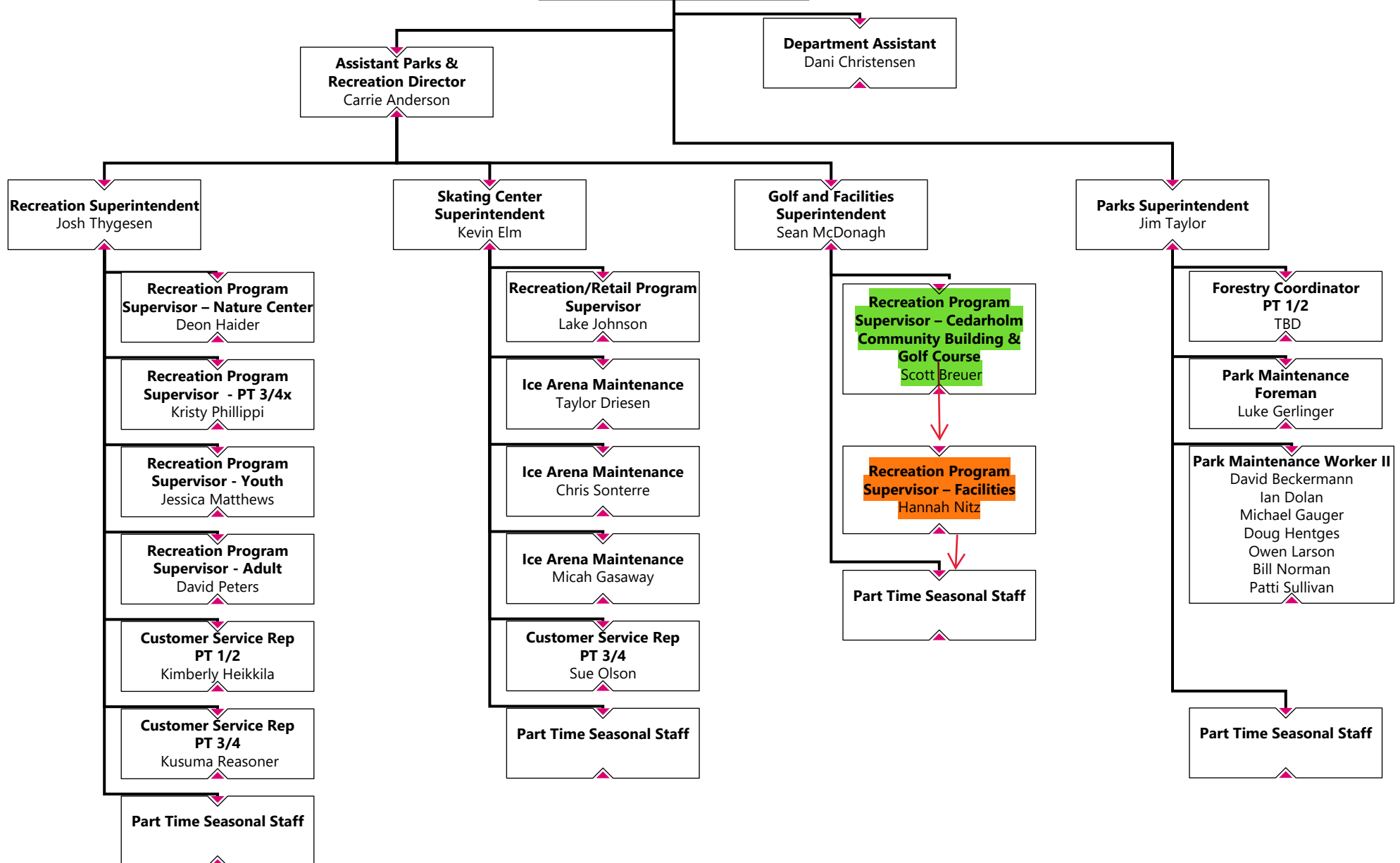


**Parks & Recreation
Director**
Matt Johnson

Attachment 4
Current Parks and Recreation Org Chart (8/13/2024)



Proposed Change to the Parks and Recreation Org Chart





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. 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 2025 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 multiple shift based Firefighter/Fire Inspector role (approximately \$8,000 in savings from each position).

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 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



To: City Manager Patrick Trudgeon

From: Police Chief Erika Scheider

Date: August 13, 2024

Re: Police Department 2025 budget requests

As part of the 2025 budget proposal, the Roseville Police Department (RPD) seeks funding for an additional senior leadership position and two embedded mental health coordinators. These positions are crucial to strengthening our department's leadership capacity and sustaining the critical mental health services that support our community. Below is a detailed summary of the need for these roles.

Additional Senior Leadership Position

The Roseville Police Department (RPD) requests approval for an additional senior command-level position in the 2025 budget to address the growing demands on our department. This position was previously requested in RPD's 2023 and 2024 budget proposals but was not funded. Although the need for this role has existed for several years, the financial strain caused by the COVID-19 pandemic in 2020 and 2021 made it financially unfeasible to request additional leadership positions at that time. Despite these constraints, the necessity for this position has only intensified as the demands on our department have continued to grow.

Currently, our senior leadership team consists of a Chief, a Deputy Chief, and two Lieutenants. For years, this team has managed duties that, in other comparable cities, would typically be distributed among a larger leadership team. Despite the addition of numerous officer and civilian positions over the years, the number of senior command-level positions has remained unchanged for over three decades. This staffing structure is no longer adequate to meet the demands placed on our agency and community.

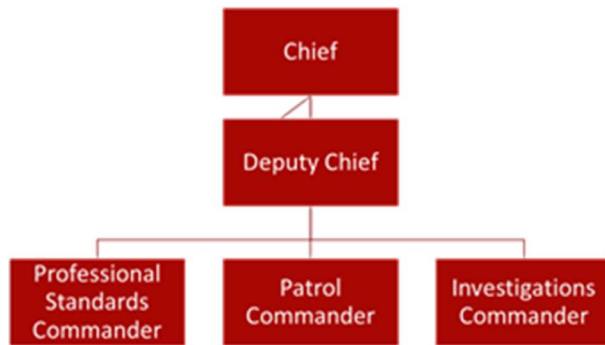
The past few years have seen significant changes in policing, requiring law enforcement leaders to adapt quickly to evolving public safety needs. These changes include increased calls for service, higher crime rates, recruitment and retention challenges, and a growing number of training and legislative mandates. These factors have collectively strained our leadership capacity, making it increasingly difficult to manage the workload effectively.

Roseville's senior leadership structure is now below industry standards, particularly for a city of our size and complexity. As a first-ring suburb and retail center, Roseville faces unique challenges that demand a robust leadership team. Currently, the workload is unmanageable and unsustainable, with many leadership duties being passed down to patrol sergeants. This shift pulls frontline supervisors off the streets, where they are needed most, and into administrative roles, detracting from their ability to provide direct leadership to our officers.

Unlike many of our peer cities, Roseville does not have a dedicated senior leadership position for overseeing professional standards and administrative functions. These responsibilities have been absorbed by our existing leadership team, further compounding their workload. A typical command structure in comparable cities includes a Chief, Deputy Chief, and three command-level positions (Lieutenant, Commander, or Captain), each overseeing a division. Roseville's current structure falls short of this standard, creating challenges in span of control and organizational oversight.

Jurisdiction	Total Sworn	Sergeants	Lts/ Commanders	DCs	Chiefs	Officers & Detectives	Total Command	Command Ratio	Sergeant Ratio
Brooklyn Center	48	7	3	0	1	37	4	9.3	5.3
Burnsville	83	14	3	1	1	64	5	12.8	4.6
Coon Rapids	74	10	2	1	1	60	4	15.0	6.0
Eagan	79	11	4	1	1	62	6	10.3	5.6
Edina	62	11	3	1	1	46	5	9.2	4.2
Fridley	47	6	4	1	1	35	6	5.8	5.8
Maplewood	57	6	3	1	1	46	5	9.2	7.7
Minnetonka	62	12	2	1	1	46	4	11.5	3.8
Oakdale	37	6	2	0	1	28	3	9.3	4.7
Richfield	46	8	3	1	1	33	5	6.6	4.1
Roseville	59	8	2	1	1	47	4	11.8	5.9
St. Louis Park	60	9	3	1	1	46	5	9.2	5.1
AVERAGE	59.50	9.00	2.83	0.83	1.00	45.83	4.67	9.8	5.1

We also plan to transition the title of Lieutenant to Commander. This change more accurately reflects the responsibilities of the position and aligns with industry standards. The proposed leadership structure would consist of a Chief, Deputy Chief, and three Commanders. It is important to note that this title change from lieutenant to commander will have no budgetary impact but will better position the department to meet the evolving needs of our community and ensure consistency with other comparable agencies.



Typical command structure of comparable PD's and proposed RPD structure with added position



Roseville's Current Senior Command Structure

One clear example of the increasing demands on our leadership team is the challenge of recruiting and retaining police officers. Since 2020, we have significantly increased our hiring efforts, going from 3-5 new officers per year to 8-10, with a continuous hiring process. This increase in hiring has placed a considerable burden on our leadership, including responsibilities such as interviewing, conducting background investigations, coordinating new hire academies, and overseeing the field training program. Each of these tasks requires significant time and attention, further stretching our limited resources.



As crime rates and community complexities continue to rise, the strain on our leadership will only intensify. To effectively address these challenges, we must have not only sufficient frontline patrol officers but also the leadership capacity to guide our efforts. Long-term solutions to rising crime and public safety issues require strong leadership at every level of the department.

The addition of a new Commander to oversee administrative and professional standards is essential to ensuring that the Roseville Police Department can continue to meet the evolving needs of our community. We respectfully request that the city approve funding for this critical position in the 2025 budget.

Embedded Mental Health Coordinators

In addition to the request for funding a senior leadership position, the Roseville Police Department (RPD) is also seeking city funding for two embedded mental health coordinators. These positions have been an essential part of our approach to responding to mental health crises in the community. Currently, the RPD has three embedded social workers, but the agreements and funding sources supporting these positions are set to expire in 2025.

The city has successfully utilized American Rescue Plan Act (ARPA) funds to cover 50% of the costs, with Ramsey County and People's Incorporated funding the remaining 50%. However, our agreement with Ramsey County will conclude in January 2025, and the agreement with People's Incorporated will end after the first quarter of 2025. As these agreements expire, RPD will continue to explore and apply for grant funding to help offset the costs. However, given the uncertainty of securing such grants, it is crucial to ensure these positions are included in the budget as a more reliable and sustainable solution.

The presence of embedded social workers has proven invaluable, providing critical support to individuals experiencing mental health crises and their families. Their presence has significantly strengthened our department's capacity to respond with expertise and empathy, ensuring that those in need receive timely and appropriate care. Beyond their immediate impact, these professionals have played a vital role in fostering trust and building stronger relationships within the community.

After careful consideration of the costs and financial impacts on the community, RPD believes that maintaining two full-time mental health coordinators is the most viable option to continue delivering high-quality services. While we explored the possibility of using contracted employees from Ramsey County or non-profits, it became clear that there is a significant advantage to having these positions be city employees.

By bringing these roles under city employment, we can ensure more effective supervision, consistent administrative oversight, and alignment with the city and community's overall priorities and vision. This approach also allows for a more agile and responsive service to our community's needs.

We recommend that the city consider funding these crucial positions in the 2025 budget. Doing so will enable us to sustain the high level of support our community has come to rely on, particularly in responding to mental health crises.



City Manager's Office

Memo

To: Patrick Trudgeon, City Manager
From: Rebecca Olson, Assistant City Manager
Date: May 15, 2024
Re: Administration Staffing Plan

Introduction

In response to the growing demands placed on our Human Resources (HR) division, I am writing to formally request the inclusion of an HR Manager position in the recommended budget for 2025. This request stems from the need to alleviate the significant workload currently handled by the Assistant City Manager, who serves in dual roles as both the HR Director and HR Manager, as well as the Department Head for the Administration department, in addition to duties specific to the role of Assistant City Manager.

Current HR Structure and Workload

The HR division currently comprises an HR Generalist and an HR Assistant, handling the HR needs of 205 full-time employees and approximately 150 seasonal employees and interns annually. This structure is proving insufficient given the increased workload and evolving responsibilities of the HR department.

Increased Workload and Responsibilities

The data below highlights the escalating demands on our HR department:

1. Total Applications and Job Postings:
 - Applications have fluctuated significantly, peaking at 1698 in 2023.
 - Job postings saw a steep rise from 36 in 2020 to 82 in 2022, and data through the beginning of April indicate that there have already been 26 in 2024, putting the city on trend for another busy year.
2. Hires Made:
 - Previously, HR did minimal duties associated with seasonal hiring, however in an effort to formalize the process, ensure compliance with the many HR-related laws and regulations, and improved the privacy of data for applicants, HR staff has now taken on a significant role in seasonal hiring. This alone is a full-time job for one HR staff member.

- Overall hires that HR was responsible for rose from 15 in 2020 to 127 in 2023, indicating a 176% increase. The additional seasonal hiring that HR is handling accounts for most of this increase, but if we remove those, there was still a 40% increase in hiring full-time employees.
3. Additional Pressures:
- Legislative requirements
 - Urgent hiring needs
 - Strategic Racial Equity Action Plan (SREAP) priorities
 - Departmental reorganizations
 - Legal updates and new systems implementation

Industry Standards for HR Staffing

According to industry standards, the ratio of HR staff to employees is a critical metric for ensuring that HR departments can effectively manage their responsibilities. The Society for Human Resource Management (SHRM) suggests a benchmark ratio of 1.4 HR staff per 100 employees for organizations of similar size and complexity.

Currently, our HR department, with just one HR Generalist and one HR Assistant, falls significantly short of this standard. With 205 full-time employees and approximately 150 seasonal employees and interns, our HR staff-to-employee ratio is approximately 0.5 HR staff per 100 employees, which is well below the recommended level. This discrepancy indicates that our HR team is overextended and unable to meet the demands placed on them effectively.

Current Hiring Environment

The current hiring environment has become increasingly competitive and fast-paced, putting additional pressure on our HR staff. Here are some key trends that underscore the urgency of our need for an HR Manager:

1. Speed of Response:
 - According to recent industry reports, top candidates are typically off the market within 10 days. Delays in responding to applications can result in missing out on the best talent. Our HR staff is currently overburdened, making it challenging to provide the near-instantaneous responses required in this environment.
2. Increased Competition:
 - The job market has become highly competitive, with a significant increase in the number of job openings across various sectors. This surge in demand for talent requires our HR team to be more proactive and efficient in their recruitment efforts to attract and retain top candidates.
3. Remote Work and Flexibility:
 - The rise of remote work and the emphasis on work-life balance have shifted candidate expectations. HR needs to be agile and responsive in addressing these new trends, ensuring that our job offers are competitive and appealing.

4. Candidate Experience:

- Enhancing the candidate experience has become crucial in attracting talent. A well-structured and efficient HR team can ensure a smooth and positive recruitment process, from application to onboarding.

Challenges Faced by HR

HR is currently focused on transactional tasks, such as keeping up with day-to-day operations, which hampers our ability to align HR strategies with organizational goals. Furthermore, HR supports various major initiatives, particularly those centered around equity and diversity. Implementing these changes requires resources and time, which are currently inadequate.

Proposed Solution: HR Manager Position

The addition of an HR Manager would enable a clear distribution of tasks across strategic planning, employee development, and daily operational duties. The HR Manager would handle responsibilities such as establishing onboarding processes, conducting supervisor and manager training, managing benefit programs, and overseeing legal compliance and policy implementation. This would allow the Assistant City Manager to focus more on high-level strategic initiatives and organizational development, ultimately aligning HR functions more closely with the city's long-term goals.

Conclusion

The addition of an HR Manager would allow for a more strategic approach to HR management, ensuring compliance, enhancing efficiency, and better supporting the City's workforce. This role is crucial for handling the increased workload and addressing the complexities of modern HR demands.

Given the current hiring environment characterized by smaller talent pools and the need for rapid responses to potential candidates, it is more important than ever to focus on strategic HR direction. Additionally, the training needs of new employees have become more extensive, requiring dedicated attention and resources. These factors were not as pronounced just a few years ago, making the case for an expanded HR team even stronger.

I strongly recommend that this position be included in the budget for 2025 to ensure our continued success and organizational growth.

Thank you for considering this request. I am available to discuss further and provide any additional information needed.

Attachment: HR Duties distribution

Introducing an HR Manager would redistribute the workload more effectively, allowing for a strategic focus on key HR functions and organizational goals. Below is a proposed breakdown of duties with the addition of an HR Manager:

**It should be noted that a second HR Assistant is included here. There is a need for an additional HR Assistant, however, being cognizant of the pressure on the city budget, this position is not being requested at this time. A second HR Assistant would not alleviate the demands on the Assistant City Manager, and therefore greater emphasis is placed on the HR Manager position for an immediate need. It should be noted that currently the Assistant City Manager is performing both the duties outlined under the ACM and the HRM headings as well as many under the HR Generalist..*

ACM	HRM	HR Generalist	HR Assistant #1	HR Assistant #2
Strategic Planning	Establish Onboarding process for employees	Implement onboarding process	Seasonal hiring	Seasonal hiring
Recodification (or special projects)	Supervisor & Manager Training	Regular position hiring & promotions	Benefits Orientation	Background checks
SREAP	Interview Training	Maintain intranet	Filing	DL & Transunion
Commission Handbook update	Pay Equity Reporting	Open enrollment - system access	Wellness Fair	COBRA
Commission Orientation	Job Scoring	FMLA & other leaves	Interview assistance	FSA/Dep Care
Staff Performance Reviews	Benefit - cafeteria contribution rates	Wellness Committee	Wellness Committee	Annual Notices
Union Negotiations	Position requests - council item	ACA	EE Recognition	FOB access
Council Items	Discipline	PAFs	Intern hiring	Employment posters
Org Development	Benefits Committee	Performance Review tracking	Offboarding	Filing
Training	HR Mailbox triage	LELS Reports	Retirements	
Process Improvements	Drug Testing policy/rules/vendor	Drug Testing		
Interpret, analyze Legislative Changes	Implement legislative changes	Tuition Reimbursement		

Invoices	Job Descriptions	Weekly reports to payroll		
Budget	EE File Management	Leave tracking		
Budget Tracking	Timesheets			
Policy Reviews	Policy Implementation			
Data Analysis (HR)	New hire training (Zywave)			
Annual Report (HR, Workforce, Volunteer, CR etc.)	Union contract implementation and interpretation			
Equity Toolkits	Recruitment			
CEI Index	Job Fairs			
Employee Handbook	Intern cohort development			
	Paid leave (new FMLA requirement 2026)			
	Workforce report			

City of Roseville
City Manager Recommended
2025 City Budget



2025 City Manager Recommended Budget

For tonight, we intend to:

- Provide the City Council and public more detail on the proposed 2025 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 23
- Answer any questions you may have regarding the recommended 2025 City Budget

2025 Budget Process Timeline	Date
Discuss Annual Budget Process	2/12/2024
Establish 2025 Budget Process Calendar	2/12/2024
Discussion on <i>Preliminary</i> Cash Reserve Levels	3/11/2024
Discussion on 2024 Legislative Impacts & City Council Priorities	6/17/2024
Presentation of the 2025-2044 Capital Improvement Plan	7/15/2024
EDA Budget & Tax Levy Discussion	7/15/2024
Receive the 2025 City Manager Recommended Budget	8/19/2024
Receive Budget Recommendations from the Finance Commission	9/16/2024
Adopt Preliminary 2025 Budget, Tax Levy, & EDA Levy	9/23/2024
Review 2025 Proposed Utility Rates	11/4/2024
Review 2025 Fee Schedule	11/4/2024
Final Budget Hearing (Truth-in-Taxation Hearing)	11/25/2024
Adopt Final 2025 EDA Tax Levy	12/2/2024
Adopt Final 2025 Budget, Tax Levy, Utility Rates, & Fee Schedule	12/2/2024

City Manager budget focused on three strategies:

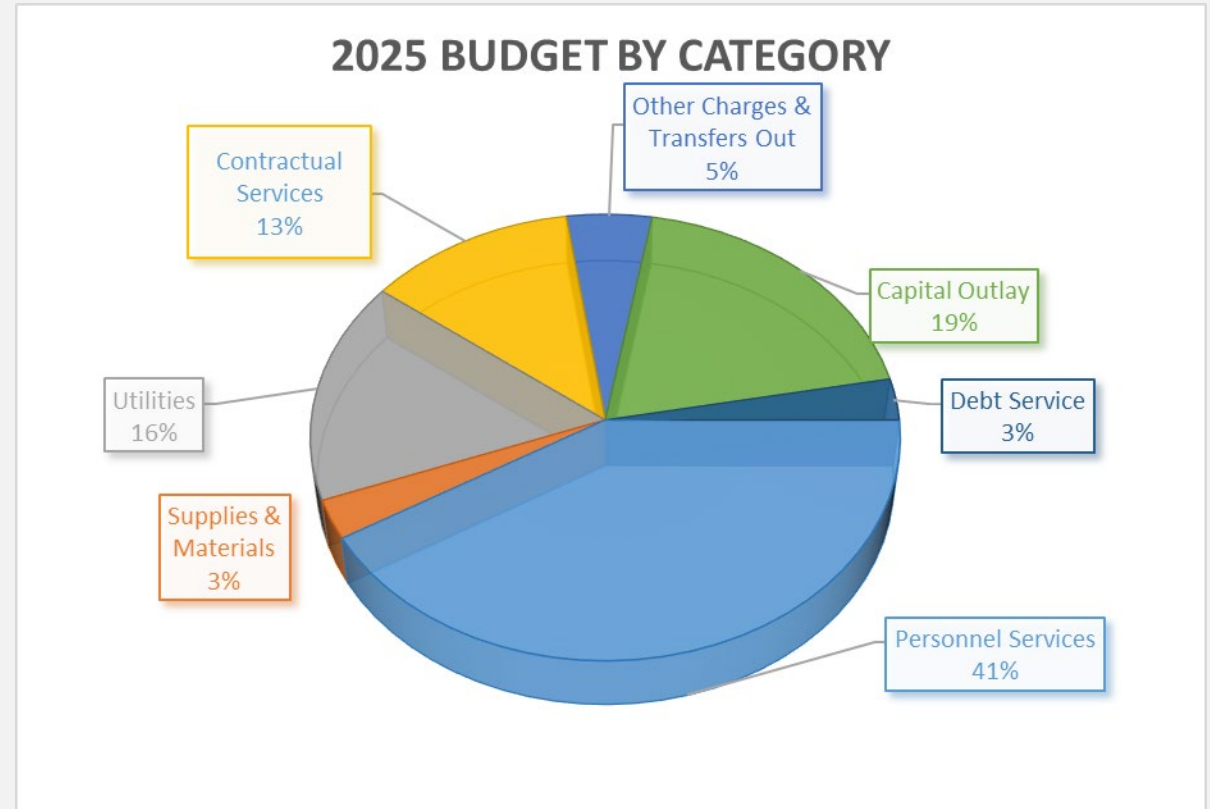
- Provide for a Modern and Sustainable Infrastructure
- Investment to Maintain City Programs and Workforce
- Strategic Use of Grant Funding

2025 City Manager Recommended Budget

Total Budget Allocation

Total Budget : \$73,410,845

- Increase driven by higher personnel and supply costs
- Increased capital equipment purchases

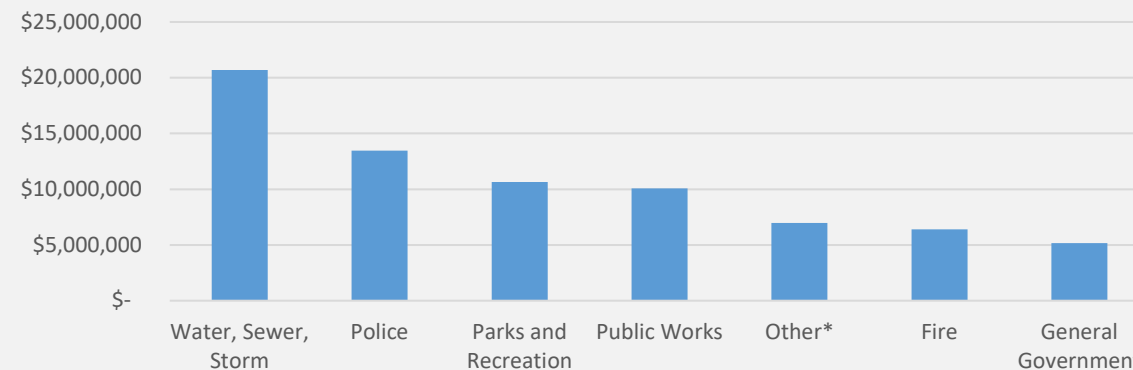


2025 City Manager Recommended Budget

Total Budget Allocation

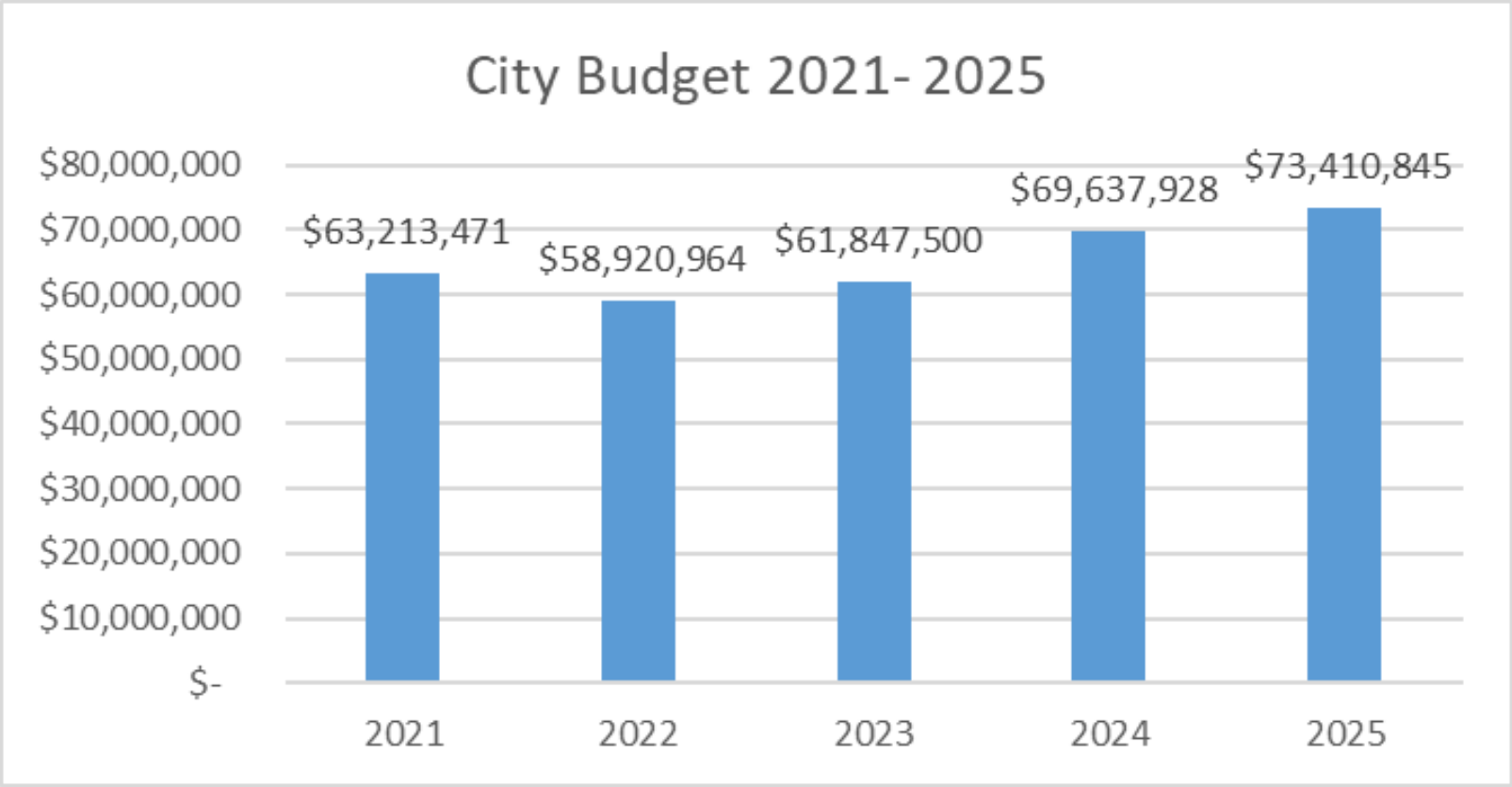
Function	Budget Funding Sources			
	Program Revenue	Property Taxes	+/- Other Sources	Total Sources
Police	\$ 2,129,505	\$ 10,555,787	\$ 781,514	\$ 13,466,806
Fire	932,346	4,828,725	646,615	6,407,686
Parks & Recreation	3,721,526	5,930,133	994,534	10,646,193
Public Works & Facilities	2,783,620	5,071,245	2,209,375	10,064,240
General Government	1,452,055	3,887,713	(181,278)	5,158,490
Water, Sewer, Storm	20,801,507	-	(116,862)	20,684,645
Other	7,402,097	-	(419,312)	6,982,785
Total	\$ 39,222,656	\$ 30,273,603	\$ 3,914,586	\$ 73,410,845
* 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.				

2025 Budget



2025 City Manager Recommended Budget

Proposed 2025 City Budget: \$73,410,845 or about 5.4% increase



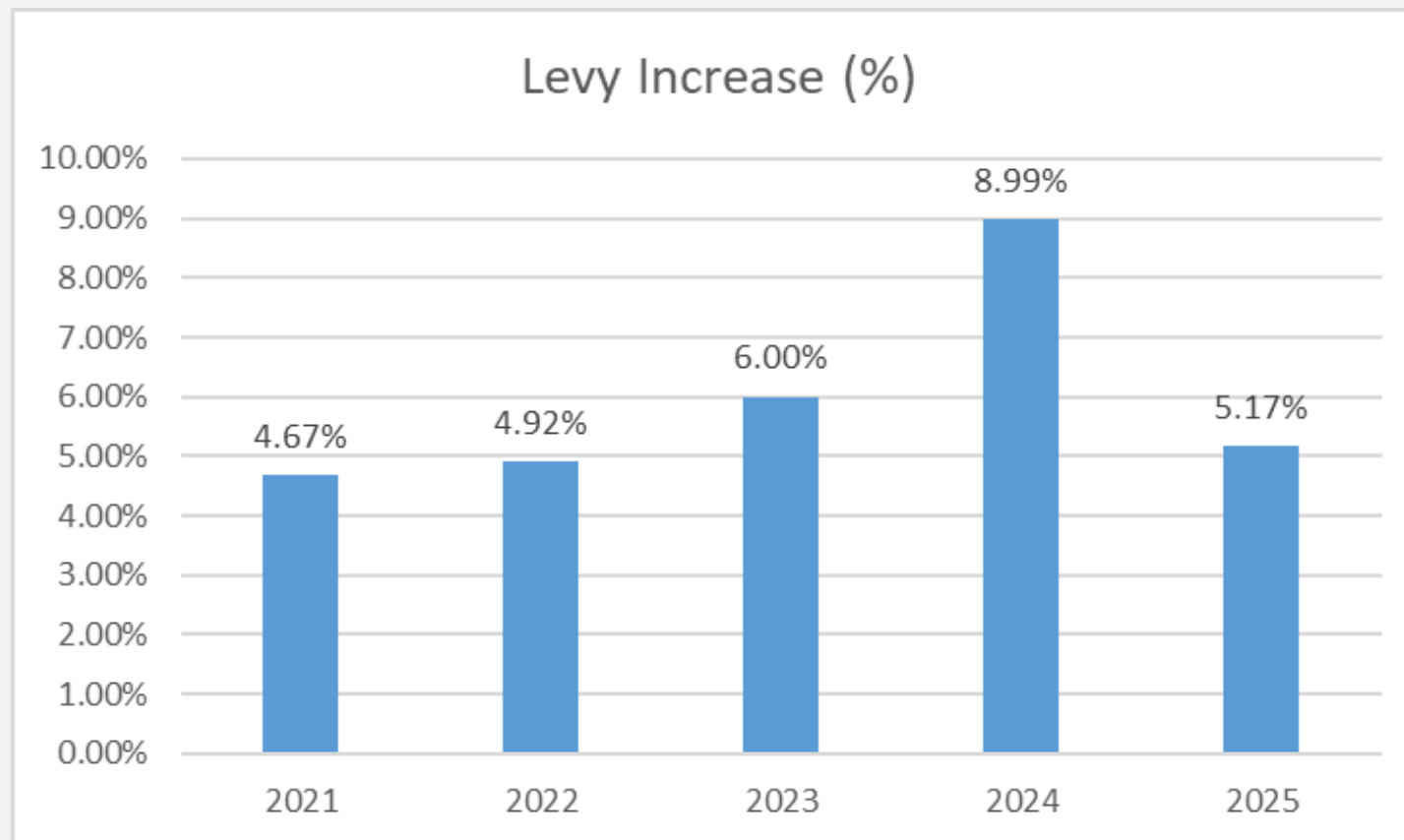
2025 City Manager Recommended Budget

Proposed 2025 City Tax \$30,273,603
Levy Increase \$1,488,323



2025 City Manager Recommended Budget

Proposed 2025 City Tax Levy Increase 5.17% increase



Summary of City Manager Proposed 2025 City of Roseville Budget

Proposed 2025 Budget by Use

Police	\$13,622,246
Fire	\$ 6,189,436
Parks and Recreation	\$10,646,193
Public Works and Facilities	\$10,089,325
General Government	\$ 5,196,215
Water, Storm, Sewer	\$20,684,645
Other*	\$ 6,982,785
Total	\$73,410,845

Proposed 2025 Tax Levy Summary

Operations	\$24,319,403
Capital	\$ 3,745,000
Debt	<u>\$ 2,209,200</u>
Total	\$30,273,603

Summary of Tax Levy Changes in 2024 Budget

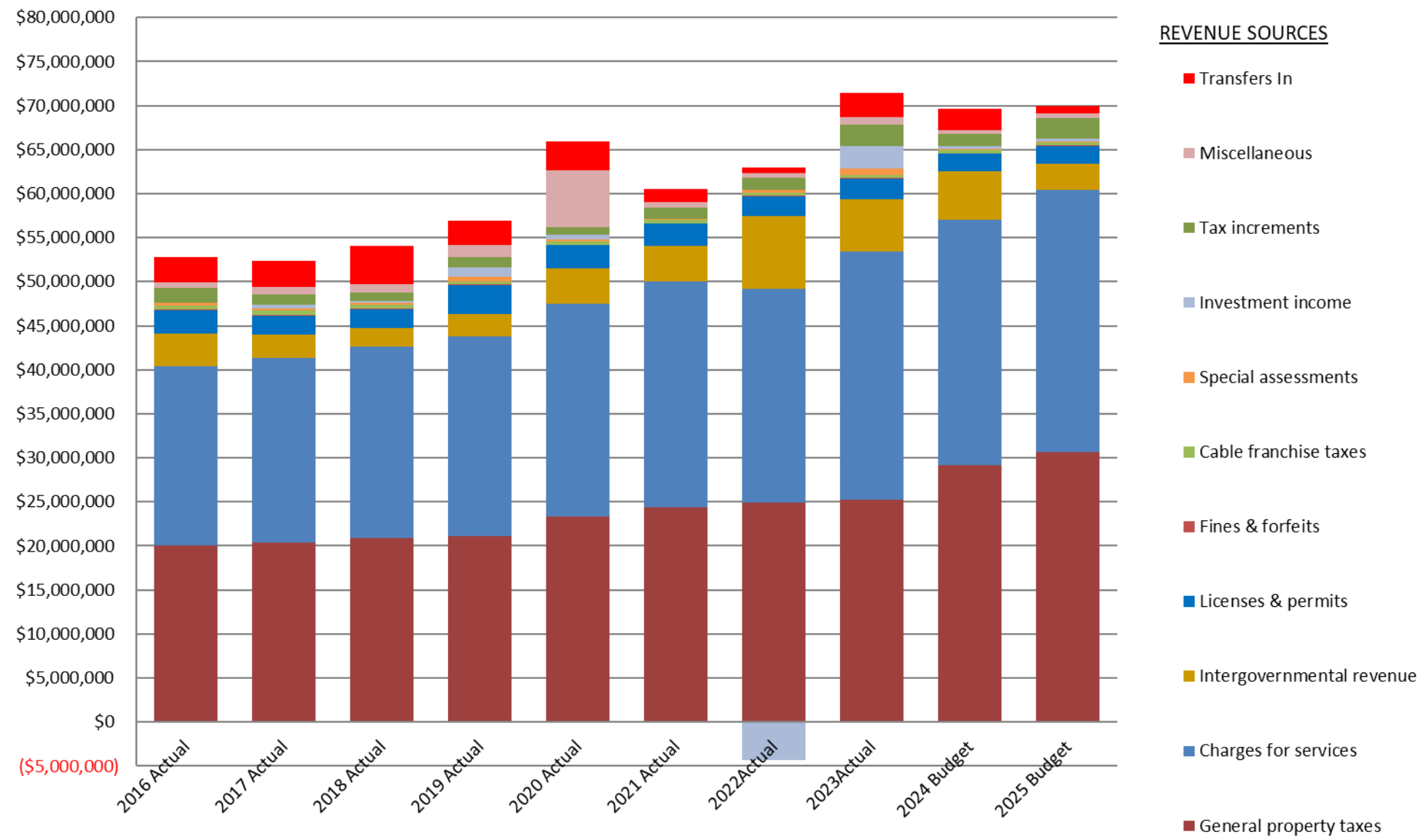
New Personnel	\$ 194,460
Compensation Adjustments	\$ 939,340
Increased Costs for Supplies, Operations, Contracts	<u>\$ 354,523</u>
Total	\$1,488,323

New Levy Dollar Impact Total	\$1,488,323
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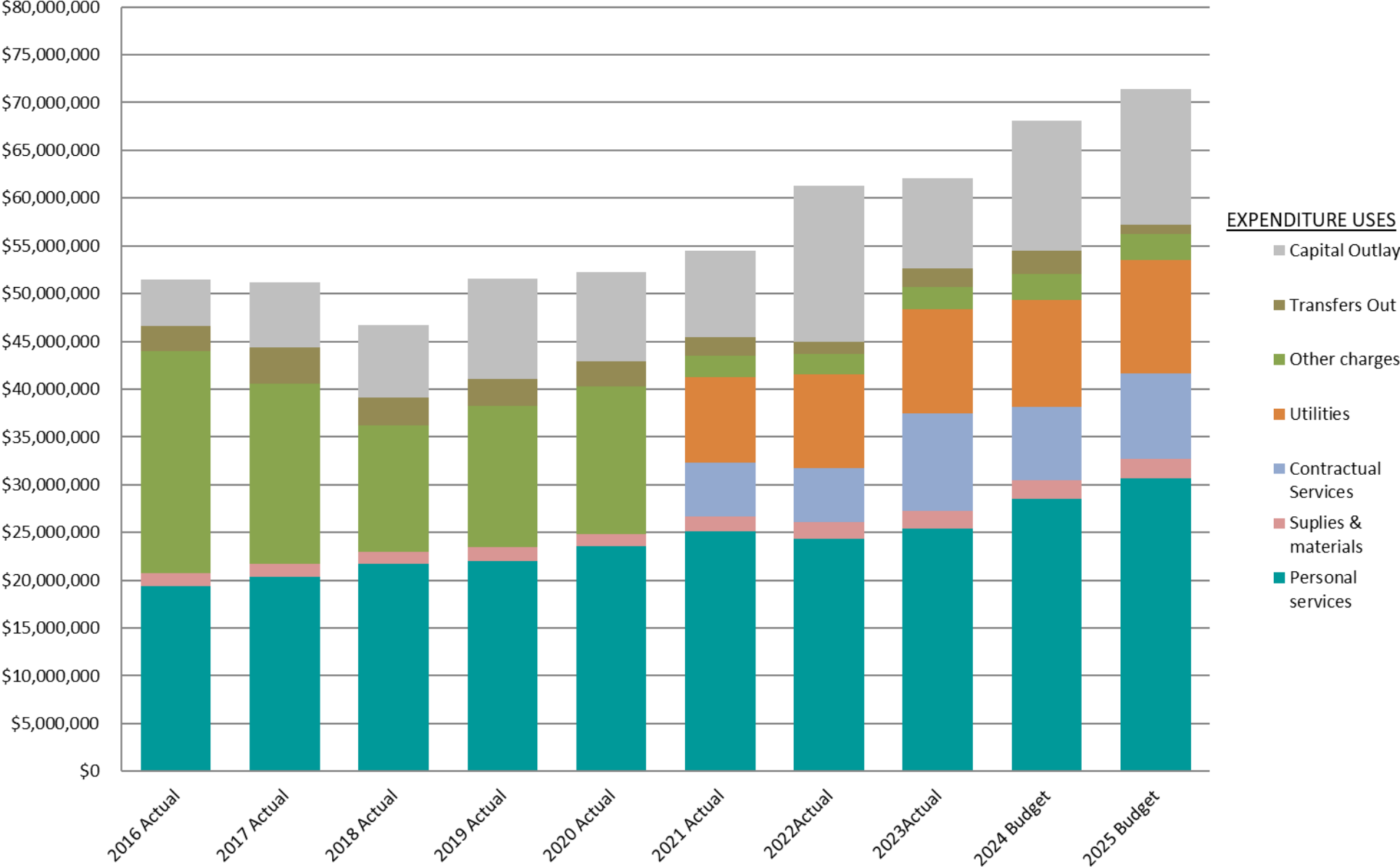
Proposed Levy Increase %	5.17%
Monthly Cost Impact on Median-Value Home (\$360,500)	TBD
Annual Cost Impact on Median-Value Home (\$360,500)	TBD

*Other includes License Center, planning and inspection, TIF

Revenue Sources



Expenditure Uses



Provide for a Modern and Sustainable Infrastructure

Utilize Excess Cash Reserve Fund to transfer \$525,000 into select capital funds

\$200,000 for the Police Vehicle and Equipment Fund

\$150,000 for the Public Works Vehicle and Equipment Fund

\$50,000 for the Parks and Recreation Vehicle and Equipment Fund

\$25,000 for the Streetlight Maintenance Fund

\$100,000 for the Pathway and Parking Lot Maintenance Fund

2025 City Manager Recommended Budget

Budget Strategies

Investment in Maintaining City Programs and Workforce

Investment to Maintain City Programs and Workforce			
		Tax Levy	Non-Tax Levy
Reclassification of personnel			
Reclassification of PR Forester (.5 to 1.0 FTE)	Non-Levy		\$ 58,926 Parks Maint Fund Balamce
Reclassification of 3 LC Reps (.75 to 1.0 FTE) *	Non-Levy		\$ 59,650 License Center Fund Balance
Fire cadet increase	PS Aid		\$ 50,880 Public Safety Aid
	Sub-Total	\$ -	
New Personnel			
Accounting Manager - Finance	Levy	\$ 2,070	
Recreation Manager - Parks and Recreation (Golf)	Non-Levy	0	\$ 4,490 Golf Course Fund Balance
Licensing Center Representative (0.75 FTE)	Non-Levy	0	\$ 62,700 License Center Fund Balance
Housing Officer/Fire Inspector - Fire	Levy	\$ 104,960	\$ -
Lieutenant/Commander - Police (.5 FTE)	Levy	\$ 87,430	\$ -
Lieutenant/Commander - Police (.5 FTE)	PS Aid		\$ 87,430 Public Safety Aid
2 Mental Health Coordinators - Police	Non-Levy	\$ -	\$ 257,856 ARPA/Opioid/PS Aid
	Sub-Total	\$ 194,460	
Compensation Adjustments			
Employee Step Increases	Levy	\$ 452,087	\$ 172,143 Non-Levy Supported Funds
Employee COLA 3%	Levy	\$ 487,253	\$ 169,450 Non-Levy Supported Funds
	Sub-Total	\$ 939,340	
Increased Costs for Supplies, Operations, and Contracts			
	Levy	\$ 354,523	
	Sub-Total		
Total New Tax Levy Support		\$ 1,488,323	

Levy Increase of
\$1.488 million

Increase in FTEs in 2025 Budget: 6 FTEs
+ 2 FTEs (Rosedale Police Officers) approved in 2024

Levy Supported: 1.5 FTEs

Non-Levy Supported: 4.5 FTEs + 2 FTEs (Rosedale Police Officers)

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

• ARPA Funds in 2024 Budget	\$ 18,000
• Opioid Settlement Funds 2024 Budget	\$ 50,000
• Public Safety Aid in 2024 Budget	<u>\$ 328,086</u>
	\$ 396,086

Grant Funds will help cover costs for Fire Department Cadets, Police Department Commander, and 2 Mental Health Coordinators

2025 City Manager Recommended Budget

Budget Strategies

Public Safety Aid

Public Safety Aid	
Amount Awarded	\$1,594,625
Amounts Used:	
PD equipment fund	\$ 500,000
FD equipment fund	\$ 500,000
PD & FD Commit. to Diversity positions	\$ 221,900
PD/FD Increased dispatch costs	\$ 40,104
PD BCA required IT cost increase	\$ 16,000
PD/FD Wellness & CSO wage increase	\$ 64,500
PD Training tracking program	\$ 5,280
PD Exercise room - Peloton purchase	\$ 3,623
FD Foam purchase	\$ 27,135
PD Ballistic Shields	\$ 36,004
PD Initial patch replacements	\$ 4,000
Sub Total	\$1,418,546
Balance remaining	\$ 176,079
Add back unspent Commit. to Diversity positions	\$ 221,900
Avaiable for 2025	\$ 397,979

Public Safety Aid - Uses in 2025 Budget	
Starting Balance	\$ 397,979
Proposed Uses	
Partial funding for 2 Mental Health Coordinators	\$ (189,856)
Increased funding for Fire Cadets	\$ (50,880)
Partial funding for new LT./Commander position	\$ (87,430)
Total	\$ 328,166
Remaing Balance of PSA Funds	\$ 69,813

2025 City Manager Recommended Budget

Future Budget Impact

Impact to Future Budgets and Levy

2025 Budget Expenditures in 2026 Budget			
Cost Item	Amount	2025 Funding Source	2026 Funding Source
Fire Department Cadet Hours Increase	\$ 50,800	PSA	Levy
PD Lt./Commander .5 FTE Costs	\$ 87,430	PSA	Levy
PD Mental Health Cooridinator (2) Costs	\$ 18,000	ARPA	Levy
PD Mental Health Cooridinator (2) Costs	\$ 189,856	PSA	Levy
PD Mental Health Cooridinator (2) Costs	<u>\$ 50,000</u>	Opioid Sett.	Levy
Total	\$ 396,086		

2025 City Manager Recommended Budget

City Budget Next Steps

- September 16 - Receive Finance Commission budget recommendations
- September 23 - Adopt Preliminary City and EDA Tax Levy and Budget
- November 4– Review 2023 Utility Rates and Fee Schedule
- November 25 – Conduct Final Budget Hearing (Truth-in Taxation Hearing)
- December 2– Adopt Final City and EDA Tax Levy and Budget, Utility Rates, and Fee Schedule

2025 City Manager Recommended Budget

City Budget Summary

- 2024 City Manager Recommended Budget
 - \$73,410,845
- Total Proposed City Levy: \$30,273,603 (5.17% increase)
- Budget Priorities
 - Provide for a Modern and Sustainable Infrastructure
 - Investment in Maintaining City Programs and Workforce
 - Strategic Use of Financial Grant Funds
- Staffing
 - Reclassification of Accountant position to Accounting Manager
 - Reclassification of Recreation Supervisor – Golf to Recreation Manager- Cedarholm Community Center
 - Increase of 1.50 FTEs in License Center
 - Increase of half-time City Forester to full-time
 - Creation of Fire Department Housing/Fire Inspector
 - Creation of Police Department Commander (Lieutenant) position
 - Shifting of Police Department embedded Social Workers to City-Funded Mental Health Coordinators



Questions?

2025 PRELIMINARY BUDGET - CITY AND EDA

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City of Roseville

Combined Funds Financial Summary

9/10/2024

	2021	2022	2023	2024	2025	\$ 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	\$ 24,370,936	\$ 24,887,203	\$ 25,197,594	\$ 29,150,515	\$ 30,638,459	\$ 1,487,944	5.10%
Tax Increments	\$ 1,211,482	\$ 1,400,327	\$ 2,429,997	\$ 1,425,000	\$ 2,305,000	880,000	61.75%
Intergovernmental Revenue	\$ 4,066,737	\$ 8,223,843	\$ 5,877,061	\$ 5,486,509	\$ 3,023,270	(2,463,239)	-44.90%
Licenses & Permits	\$ 2,491,345	\$ 2,259,932	\$ 2,391,403	\$ 1,975,352	\$ 2,016,710	41,358	2.09%
Charges for Services	\$ 25,623,567	\$ 24,302,376	\$ 28,263,291	\$ 27,922,390	\$ 29,751,679	1,829,289	6.55%
Fines and Forfeits	\$ 62,025	\$ 87,068	\$ 76,371	\$ 60,000	\$ 70,000	10,000	16.67%
Cable Franchise Fees	\$ 385,750	\$ 374,855	\$ 354,531	\$ 374,000	\$ 354,000	(20,000)	-5.35%
Special Assessments	\$ 156,635	\$ 244,285	\$ 724,896	\$ 153,247	\$ 108,000	(45,247)	-29.53%
Investment Income	\$ (37,009)	\$ (4,293,671)	\$ 2,539,444	\$ 235,410	\$ 329,218	93,808	39.85%
Miscellaneous	\$ 679,221	\$ 535,866	\$ 781,627	\$ 381,359	\$ 491,779	110,420	28.95%
Total Revenues	\$ 59,010,689	\$ 58,022,084	\$ 68,636,215	\$ 67,163,782	\$ 69,088,115	\$ 1,924,333	2.87%
Expenditures							
Personnel Services	\$ 25,118,879	\$ 24,320,640	\$ 25,392,584	\$ 28,538,639	\$ 30,422,748	\$ 1,884,109	6.60%
Supplies & Materials	\$ 1,514,098	\$ 1,751,274	\$ 1,874,572	\$ 1,942,221	\$ 2,072,005	129,784	6.68%
Utilities	\$ 8,933,136	\$ 9,814,977	\$ 10,901,383	\$ 11,183,817	\$ 11,844,455	660,638	5.91%
Contractual Services	\$ 5,656,216	\$ 5,667,405	\$ 10,232,038	\$ 7,706,938	\$ 8,962,715	1,255,777	16.29%
Other Charges	\$ 2,307,275	\$ 2,095,822	\$ 2,251,791	\$ 2,703,660	\$ 2,750,277	46,617	1.72%
Capital Outlay	\$ 9,047,791	\$ 16,315,224	\$ 9,460,471	\$ 13,622,500	\$ 14,125,145	502,645	3.69%
Debt Service	\$ 7,602,318	\$ 2,715,327	\$ 2,740,935	\$ 2,501,672	\$ 2,485,500	(16,172)	-0.65%
Contingency	\$ -	\$ -	\$ -	\$ -	\$ 207,856	207,856	100.00%
Total Expenditures	\$ 60,179,713	\$ 62,680,669	\$ 62,853,774	\$ 68,199,447	\$ 72,870,701	\$ 4,671,254	6.85%
Other Financing Sources (Uses)							
Transfers In /	\$ 1,476,416	\$ 641,056	\$ 2,782,851	\$ 2,426,364	\$ 858,000	\$ (1,568,364)	-64.64%
Transfers Out	(1,879,595)	(1,291,684)	(1,966,920)	(2,418,264)	(990,000)	1,428,264	-59.06%
Sale of Assets/Bond Proceeds	-	-	-	-	-	-	0.00%
Total Other Financing Sources	\$ (403,179)	\$ (650,628)	\$ 815,931	\$ 8,100	\$ (132,000)	\$ (140,100)	-1729.63%
Net Chg. in Fund Balance / Net Assets	(1,572,203)	(5,309,213)	6,598,372	(2,664,876)	(3,914,586)		
Beginning Fund Balance / Net Assets	42,746,093	41,173,890	35,864,677	42,463,049	46,071,810	\$ 70,617,711	
Ending Fund Balance / Net Assets	\$ 41,173,890	\$ 35,864,677	\$ 42,463,049	\$ 39,798,172	\$ 41,195,227	\$ 73,860,701	
						\$ 3,242,990	

City of Roseville

Budget Summary by Function

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$\$	%
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
City Council	\$ 315,348	\$ 284,981	\$ 279,088	\$ 325,187	\$ 281,956	\$ (43,231)	-13.3%
Administration	1,074,122	1,136,947	1,224,263	2,256,640	2,342,221	85,581	3.8%
Elections	104,326	101,927	102,126	105,390	105,740	350	0.3%
Legal	381,199	381,889	372,833	385,000	390,000	5,000	1.3%
Finance Department	706,021	727,288	812,137	895,082	984,707	89,625	10.0%
Central Services	38,306	39,671	53,500	53,500	53,500	-	0.0%
General Insurance	70,000	70,000	70,000	70,000	70,000	-	0.0%
Contingency	-	-	-	-	207,856	207,856	0.0%
General Government	\$ 2,689,322	\$ 2,742,703	\$ 2,913,947	\$ 4,090,799	\$ 4,435,980	\$ 345,181	8.4%
Police Department	8,492,029	9,446,622	10,197,569	11,818,189	12,946,346	1,128,157	9.5%
Fire Administration	533,691	501,189	509,727	565,910	692,610	126,700	22.4%
Fire Fighting	3,022,228	3,337,097	3,556,461	3,906,320	4,100,909	194,589	5.0%
Fire Emergency Management	1,953	1,108	3,709	19,500	18,000	(1,500)	-7.7%
Fire	\$ 3,557,872	\$ 3,839,394	\$ 4,069,897	\$ 4,491,730	\$ 4,811,519	\$ 319,789	7.1%
Fire Relief Association	264,259	48,815	47,725	46,500	47,700	1,200	2.6%
Fire Relief	\$ 264,259	\$ 48,815	\$ 47,725	\$ 46,500	\$ 47,700	\$ 1,200	2.6%
Public Works Administration	987,206	981,024	1,007,343	1,201,560	1,210,090	8,530	0.7%
Street Department	963,573	1,214,460	1,215,313	1,288,950	1,286,000	(2,950)	-0.2%
Street Lighting	183,892	210,871	223,421	225,000	220,000	(5,000)	-2.2%
Building Maintenance	387,981	520,069	560,277	453,215	482,470	29,255	6.5%
Central Garage	232,994	248,941	293,611	238,510	246,690	8,180	3.4%
Public Works	\$ 2,755,646	\$ 3,175,365	\$ 3,299,965	\$ 3,407,235	\$ 3,445,250	\$ 38,015	1.1%
General Fund	\$ 17,759,128	\$ 19,252,899	\$ 20,529,103	\$ 23,854,453	\$ 25,686,795	\$ 1,832,342	7.7%
Parks & Recreation Administration	707,423	699,158	732,251	785,233	819,595	34,362	4.4%
Recreation Fee Activities	1,273,839	1,484,584	1,618,097	1,813,003	1,793,663	(19,340)	-1.1%
Recreation Non-fee Activities	53,279	134,261	159,727	230,295	239,490	9,195	4.0%
Recreation Nature Center	58,222	75,724	82,757	93,400	119,461	26,061	27.9%
Recreation Activity Center	6,339	108,576	115,458	141,430	149,655	8,225	5.8%

City of Roseville

Budget Summary by Function

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$\$	%
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
Skating Center	1,187,209	1,405,629	1,492,259	1,517,170	1,617,020	99,850	6.6%
Parks & Recreation Fund	\$ 3,286,311	\$ 3,907,932	\$ 4,200,549	\$ 4,580,531	\$ 4,738,884	\$ 158,353	3.5%
Planning	609,646	597,402	607,256	679,507	708,810	29,303	4.3%
GIS	25,735	38,580	39,276	42,120	45,410	3,290	7.8%
Code Enforcement	830,700	842,047	945,539	1,037,100	1,065,530	28,430	2.7%
Neighborhood Enhancement	124,242	36,533	44,451	40,580	42,870	2,290	5.6%
Nuisance Code Enforcement	64,111	171,140	111,065	114,510	126,780	12,270	10.7%
Community Development Fund	\$ 1,654,434	\$ 1,685,702	\$ 1,747,587	\$ 1,913,817	\$ 1,989,400	\$ 75,583	3.9%
Information Technology	4,000,110	728,494	857,141	595,864	-	(595,864)	-100.0%
Communications	489,693	532,363	585,139	631,260	678,735	47,475	7.5%
License Center	2,068,280	1,963,318	2,353,890	2,263,806	2,489,106	225,300	10.0%
Engineering Services	276,367	382,210	349,054	300,930	301,960	1,030	0.3%
Lawful Gambling	177,045	147,755	147,101	156,736	149,279	(7,457)	-4.8%
EDA	386,534	400,637	440,881	473,360	449,856	(23,504)	-5.0%
Parks Maintenance	1,359,407	1,354,040	1,462,549	1,539,890	1,677,876	137,986	9.0%
Special Purpose Operating Funds	\$ 8,757,436	\$ 5,508,817	\$ 6,195,755	\$ 5,961,846	\$ 5,746,812	\$ (215,034)	-3.6%
Vehicle & Equipment Replacement	884,870	993,418	1,990,081	2,491,200	2,294,250	(196,950)	-7.9%
Building Replacement	301,062	3,824,750	434,344	1,842,900	1,601,595	(241,305)	-13.1%
Park Improvements	118,988	726,700	788,118	1,434,000	1,476,500	42,500	3.0%
Pathway Maintenance	127,878	171,569	148,484	233,800	289,300	55,500	23.7%
Street Light Replacement	35,575	-	-	52,500	57,500	5,000	9.5%
Streetscape (Boulevard)	66,081	53,595	65,522	83,910	122,000	38,090	45.4%
Capital Replacement Funds	\$ 1,534,454	\$ 5,770,032	\$ 3,426,549	\$ 6,138,310	\$ 5,841,145	\$ (297,165)	-4.8%
Special Assessment Construction	2,032,708	4,569,024	2,191,077	2,905,000	2,125,000	(780,000)	-26.9%
Capital Improvement Funds	\$ 2,032,708	\$ 4,569,024	\$ 2,191,077	\$ 2,905,000	\$ 2,125,000	\$ (780,000)	-26.9%
G.O. Facility Bonds	-	-	-	-	-	-	0.0%
2011 Bonds	5,353,985	219,396	265,793	-	-	-	0.0%
2012 Bonds	1,442,385	1,459,395	1,442,385	1,447,057	1,434,720	(12,337)	-0.9%
2020 Bonds	775,660	779,940	771,330	778,365	774,480	(3,885)	-0.5%

City of Roseville

Budget Summary by Function

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$\$	%
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
Debt Service Funds	\$ 7,572,030	\$ 2,458,731	\$ 2,479,508	\$ 2,225,422	\$ 2,209,200	\$ (16,222)	-0.7%
TIF District Funds	\$ 902,711	\$ 783,810	\$ 1,141,821	\$ 1,475,000	\$ 2,355,000	\$ 880,000	59.7%
Sanitary Sewer	6,224,610	5,739,593	5,185,534	6,316,341	7,144,510	828,169	13.1%
Water	8,678,094	9,580,161	9,664,806	10,207,291	10,589,025	381,734	3.7%
Stormwater	2,520,577	3,275,345	2,993,108	3,294,400	2,951,110	(343,290)	-10.4%
Environmental (Recycling)	586,428	867,109	869,967	1,112,510	1,805,720	693,210	62.3%
Golf Course	520,136	541,762	650,046	632,790	678,100	45,310	7.2%
Enterprise Funds	\$ 18,529,845	\$ 20,003,970	\$ 19,363,461	\$ 21,563,332	\$ 23,168,465	\$ 1,605,133	7.4%

Total Budget by Funding Source

Total Budget: Governmental	\$ 43,112,678	\$ 43,536,310	\$ 41,471,068	\$ 48,581,019	\$ 50,242,380	\$ 486,905	1.0%
Total Budget: EDA	386,534	400,637	440,881	473,360	449,856	(23,504)	-5.0%
Total Budget: Proprietary	18,529,845	20,003,970	19,363,461	21,563,332	23,168,465	2,779,589	12.9%
	\$ 62,029,057	\$ 63,940,917	\$ 61,275,410	\$ 70,617,711	\$ 73,860,701	\$ 3,242,990	4.6%

Total Budget by Major Category

Personnel Services	\$ 25,118,879	\$ 24,320,640	\$ 25,393,809	\$ 28,538,639	\$ 30,630,604	2,091,965	7.3%
Supplies & Materials	1,514,098	1,751,274	1,874,272	1,942,221	2,072,005	129,784	6.7%
Utilities	8,933,136	9,814,977	10,901,383	11,183,817	11,844,455	660,638	5.9%
Contractual Services	5,965,435	6,196,932	7,457,651	7,983,188	9,239,015	1,255,827	15.7%
Other Charges	3,877,689	3,083,139	3,708,316	4,289,524	3,740,277	(549,247)	-12.8%
Debt Services	7,572,030	2,458,731	2,479,508	2,225,422	2,209,200	(16,222)	-0.7%
Capital Outlay	9,047,790	16,315,224	9,460,471	14,454,900	14,125,145	(329,755)	-1.8%
	\$ 62,029,057	\$ 63,940,917	\$ 61,275,410	\$ 70,617,711	\$ 73,860,701	\$ 3,242,990	4.6%

2025 BUDGET - REVENUE RECONCILIATION 2025 VERSUS 2024

9/10/2024

		Total
<u>Property Taxes</u>		
General Fund	\$	1,437,070
Communications	\$	67,475
GO Debt	\$	(16,222)
EDA	\$	(379)
Total Change in Property Taxes	\$	1,487,944
<u>Intergovernmental Revenue</u>		
General - SAFER grant	\$	(51,000)
General - State aid - police & fire	\$	137,200
General - Police & fire training	\$	5,000
General - MSA Maint	\$	36,849
General - Hsg Nav grant	\$	790
General - PS Aid - comittment to diversity	\$	(221,900)
General - PS Aid - increase in dispatch services	\$	(40,104)
General - PS Aid - BCA required IT costs	\$	(16,000)
General - BCA funded police position	\$	(16,370)
General - PS Aid -CSO inc & PD&FD Wellness inc	\$	(64,500)
General - PS Aid- Fire Cadet inc & 1/2 PD LT post	\$	138,310
General-ARPA/Opioid/PS Aid-social workers	\$	257,856
V&E - Fire & Police public safety aid	\$	(1,000,000)
IT- moved to facilities	\$	(77,184)
Facilities-State Bonding	\$	(678,816)
PMP - MSA construction	\$	(880,000)
Recycling - Score & federal grant	\$	(93,370)
Recycling - County Grant	\$	100,000
Total change in intergovernmental	\$	(2,463,239)

2025 BUDGET - REVENUE RECONCILIATION 2025 VERSUS 2024

9/10/2024

	Total
<u>Licenses & Permits</u>	
General- Pawn Shop fees	\$ (1,000)
General - Liquor licenses	\$ (7,000)
General - Business licenses	\$ 6,500
Gen Fund-Fire MF Rental Inspection	\$ 47,708
Gen - Fire inspection permits	\$ (4,950)
Eng. Svcs-ROW, PIC, other permits	\$ (15,200)
Cnty Dev - various permits and licenses	\$ 15,300
Total change in licenses & Permits	\$ 41,358
<u>Charges for Services</u>	
Gen -Fire hotel, safety & plan review fees	\$ (36,200)
Gen - Fire misc fees	\$ 3,500
Gen - RVA admin fees	\$ 3,000
Gen - Police false alarm fees	\$ (10,000)
Gen - Police Rosedale reimburse	\$ 250,000
Gen - Tower Lease Revenues	\$ 451,680
IT fund - Tower lease rev-moved to Gen	\$ (451,680)
Recreation-fee activities	\$ 26,151
Recreation-Non-fee activities	\$ 500
Recreation-Skating Center	\$ 72,200
Recreation-Nature Center	\$ 35,000
CD-Technology Fee	\$ 7,500
License Center-MV, DL, Passports	\$ 100,000
Eng Svcs - Falcon Heights	\$ 35,000
Water - 8% increase per URStudy	\$ 600,000
Water - Increased AH contract	\$ 439,507
Sanitary Sewer-2% increase	\$ 130,000
Storm Drainage-2.5% inc per Utility Rate Study	\$ 94,407
Recycling-increase to cover expenses	\$ 50,112

2025 BUDGET - REVENUE RECONCILIATION 2025 VERSUS 2024

9/10/2024

	Total
Golf-Green fees & Equip sales	\$ 28,612
Total Change in Charges for Services	\$ 1,829,289
<u>Fines and Forfeits</u>	
General-Alcohol & tobacco fines	\$ 10,000
Total change in court fines	\$ 10,000
<u>Cable Franchise Fees</u>	
Communications- based on 5 yr average	\$ (20,000)
<u>Tax Increments</u>	
TIF Pay-as-you-go notes	\$ 880,000
<u>Special Assessments</u>	
Pavement Mgmt & Water private hydrant	\$ (45,247)
Total change in special assessments	\$ (45,247)
<u>Interest Earnings</u>	
Gen fund - 5 year average	\$ 10,000
IT Fund	\$ (2,000)
V & E funds	\$ (8,334)
Pathway fund	\$ 521
Street light Replacement	\$ 3,688
PMP fund	\$ 56,187
PIP Fund	\$ 23,246
Stormwater fund	\$ 8,000
Cedarholm Golf fund	\$ 2,500
Total Change in Interest earnings	\$ 93,808

2025 BUDGET - REVENUE RECONCILIATION 2025 VERSUS 2024

9/10/2024

	Total
<u>Donations & Miscellaneous</u>	
Gen Fund-Metro Inet reimb rent & fin svcs	\$ 11,825
Gen fund-UNW PILOT	\$ (24,208)
Gen - PW state fair sign reimb	\$ (325)
Gen - Street patching	\$ (1,000)
Police V&E - K9 donation	\$ (9,000)
Lawful gambling - based on past year	\$ (8,747)
EDA - NW donations	\$ (23,125)
Sewer-vehicle trade in	\$ 165,000
Total Change in Misc/Transfers In	\$ 110,420
<u>Transfers In</u>	
ARPA Funds	\$ (638,600)
IT - Internal transfers	\$ (65,000)
GEN-IT internal transfers	\$ 65,000
Trf to GEN from IT ops	\$ (595,864)
Parks-from IT capital - computers	\$ (1,530)
GEN-from IT capital-computers	\$ (20,656)
trf from IT to Street Light	\$ (300,000)
trf from IT to V& E	\$ (510,214)
trf from Exc cash reserve to CIP	\$ 525,000
Golf-trf in to cover capital expenses	\$ (26,500)
	\$ (1,568,364)
Total Revenue & Transfer In Changes	\$ 355,969

2025 BUDGET - EXPENDITURE RECONCILIATION 2025 VERSUS 2024

9/10/2024

	Total
<u>PERSONNEL CHANGES</u>	
Steps, turnover, insurance & union changes	\$ 624,230
COLA	\$ 656,703
Increase temp/seasonal-Golf	\$ (5,000)
Increase fire cadets	\$ 50,880
Overtime increase-police	\$ 39,640
Reclassifications - Golf & Finance	\$ 6,560
LC-3pt to ft & add 1 pt	\$ 122,350
New 2 Mental Health Coord - police	\$ 257,856
New Hsg Officer/Fire inspector	\$ 104,960
New Commander in Police Admin	\$ 174,860
Parks-Forestry Supervisor (net of pt forester)	\$ 58,926
	\$ 2,091,965
<u>SUPPLIES & MATERIALS</u>	
Police - Clothing	\$ 35,000
Fire-vehicle & oper. Supplies & clothing	\$ 6,700
Skating Center-Merchandise for slae	\$ 4,000
Park Maint- vehicle & operating supplies	\$ 18,000
Storm-vehicle supplies	\$ 31,500
Golf - operating supplies	\$ 17,000
Other minor cost changes	\$ 17,584
	\$ 129,784
<u>UTILITIES</u>	
Cedarholm	\$ 500
Fire-building utilities	\$ 1,950
Building Maintenance	\$ 2,400
Street Lighting	\$ (5,000)
Park Buildings	\$ 2,135
Skating Center	\$ 40,000

2025 BUDGET - EXPENDITURE RECONCILIATION 2025 VERSUS 2024

9/10/2024

	Total
Park Maintenance	\$ 3,000
License Center	\$ 200
Water	\$ 434,844
Sewer	\$ 180,609
	\$ 660,638

CONTRACTUAL SERVICES

Admin - Metro-INET contract	\$ 38,106
Admin-software maintenance increases	\$ 9,261
Council-strategic plan, cmtly survey	\$ (50,000)
Finance - new software maintenance	\$ 34,805
Police-Dispatch services	\$ 36,446
Police-Software maintenance	\$ 49,975
Police-Ramsey cty Soc Worker contract	\$ (69,600)
Police - Rosedale officers	\$ 250,000
Fire- increased contract maint	\$ 21,000
Bldg Maint-facility repair contracts	\$ 23,305
Streetscape-retaining walls and other things	\$ 40,000
TIF-increased TIF contract payments	\$ 880,000
Environmental-recycling contract	\$ 39,290
EDA- reduced professional services	\$ (22,500)
Other minor cost changes	\$ (24,311)
	\$ 1,255,777

OTHER CHARGES

Police-cont maint vehicles	\$ 27,000
Police-telephone	\$ 13,500
Police-training, conferences & tuition reimb	\$ 16,100
Fire-cont. maint vehicles	\$ 8,000
PW Admin- software operating	\$ (16,250)
Communications - memberships (Nine north)	\$ 23,223
Lic Cntr-minor repairs(paint/floor)	\$ 7,500
Water-software operating	\$ (8,020)

2025 BUDGET - EXPENDITURE RECONCILIATION 2025 VERSUS 2024

9/10/2024

	Total
Sewer-software operating	\$ (9,020)
Storm-software operating	\$ (8,720)
EDA - reduced other charges	\$ (6,934)
Other minor cost changes	\$ 238
	<u>\$ 46,617</u>
<u>DEBT SERVICE CHANGES</u>	
Debt Service - Water	\$ 50
Debt Service -GO	\$ (16,222)
	<u>\$ (16,172)</u>
<u>CAPITAL OUTLAY CHANGES</u>	
Vehicles & Equipment	\$ 635,450
Facilities	\$ (241,305)
Pathways & Parking Lots	\$ 55,500
Street Lighting	\$ 5,000
Park Improvements	\$ 42,500
Pavement Management	\$ (780,000)
Golf equipment	\$ (26,500)
Stormwater capital	\$ (375,000)
Sewer capital	\$ 635,000
Water-capital	\$ (75,000)
Environmental - recycling carts	\$ 650,000
Cmty Dev - vehicle	\$ (23,000)
Total Change in Capital Outlay	<u>\$ 502,645</u>
<u>Transfer Out</u>	
IT Capital - trf to other funds	\$ (832,400)
IT Operating- trf out to GEN for revenues collected	\$ (595,864)
Total Change in Transfers Out	<u>\$ (1,428,264)</u>
 Total Expenditure Changes	 \$ 3,242,990

City of Roseville

General Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
Revenues	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
General Property Taxes	\$ 14,439,519	\$ 14,710,409	\$ 15,739,337	\$ 18,911,398	\$ 20,348,468	\$ 1,437,070	7.6%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	1,743,180	2,103,619	3,961,552	2,016,955	2,183,086	166,131	8.2%
Licenses & Permits	433,526	366,465	562,701	418,002	459,260	41,258	9.9%
Charges for Services	1,157,782	1,221,738	1,568,997	1,296,000	1,957,980	661,980	51.1%
Fines and Forfeits	62,025	87,068	76,371	60,000	70,000	10,000	16.7%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	84	-	145	-	-	-	0.0%
Investment Income	(14,224)	(1,031,774)	808,177	40,000	50,000	10,000	25.0%
Miscellaneous	427,613	196,622	179,000	139,208	125,500	(13,708)	-9.8%
Total Revenues	\$ 18,249,505	\$ 17,654,147	\$ 22,896,280	\$ 22,881,563	\$ 25,194,294	\$ 2,312,731	10.1%
Expenditures							
Personnel Services	\$ 14,236,259	\$ 15,306,045	\$ 16,058,990	\$ 18,218,076	\$ 19,422,921	\$ 1,204,845	6.6%
Supplies & Materials	719,842	897,345	964,125	991,070	1,030,800	39,730	4.0%
Utilities	166,370	430,632	410,401	420,450	419,800	(650)	-0.2%
Contractual Services	1,720,752	1,917,473	5,587,802	3,212,078	3,541,641	329,563	10.3%
Other Charges	915,905	701,404	859,560	1,012,779	1,063,777	50,998	5.0%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	207,856	207,856	100.0%
Total Expenditures	\$ 17,759,128	\$ 19,252,899	\$ 23,880,878	\$ 23,854,453	\$ 25,686,795	\$ 1,832,342	7.7%
Other Financing Sources (Uses)							
Transfers In	\$ 418,988	\$ 241,227	\$ 982,994	\$ 816,520	\$ 265,000	\$ (551,520)	-67.5%
Transfers Out	(30,250)	(31,436)	(200,000)	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ 388,738	\$ 209,791	\$ 782,994	\$ 816,520	\$ 265,000	\$ (551,520)	-67.5%
Net Change in Fund Balance	879,115	(1,388,961)	(201,604)	(156,370)	(227,501)		
Beginning Fund Balance	9,268,280	10,147,395	8,758,434	8,556,830	8,400,460		
Ending Fund Balance	\$ 10,147,395	\$ 8,758,434	\$ 8,556,830	\$ 8,400,460	\$ 8,172,959		

City of Roseville

Budget Detail by Function

9/10/2024

	2021	2022	2023	Amended	2025	\$\$	%
<u>GENERAL FUND</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
City Council							
Personnel Services	\$ 44,632	\$ 41,372	44,869	49,220	49,220	\$ -	0.0%
Supplies & Materials	-			100	100	-	0.0%
Contractual Services	66,238	182,124	89,573	126,000	74,500	(51,500)	-40.9%
Other Charges	204,478	61,485	144,646	149,867	158,136	8,269	5.5%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 315,348	\$ 284,981	\$ 279,088	\$ 325,187	\$ 281,956	\$ (43,231)	-13.3%
Administration							
Personnel Services	\$ 855,112	\$ 927,962	\$ 935,179	\$ 1,037,560	\$ 1,104,970	\$ 67,410	6.5%
Supplies & Materials	6,967	6,410	4,132	7,000	5,500	(1,500)	-21.4%
Contractual Services	147,471	44,435	116,093	989,629	1,031,797	42,168	4.3%
Other Charges	64,572	158,140	168,859	222,451	199,954	(22,497)	-10.1%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 1,074,122	\$ 1,136,947	\$ 1,224,263	\$ 2,256,640	\$ 2,342,221	\$ 85,581	3.8%
Elections							
Personnel Services	\$ 7,250	\$ 4,851	\$ 5,050	\$ 5,390	\$ 5,740	\$ 350	6.5%
Contractual Services	97,076	97,076	97,076	100,000	100,000	-	0.0%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 104,326	\$ 101,927	\$ 102,126	\$ 105,390	\$ 105,740	\$ 350	0.3%
Legal							
Contractual Services	381,199	381,889	372,833	385,000	390,000	5,000	1.3%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 381,199	\$ 381,889	\$ 372,833	\$ 385,000	\$ 390,000	\$ 5,000	1.3%
Finance							
Personnel Services	\$ 621,550	\$ 642,231	\$ 719,644	\$ 797,770	\$ 843,400	\$ 45,630	5.7%
Supplies & Materials	3,837	6,169	2,784	4,600	4,600	-	0.0%
Contractual Services	64,405	62,108	73,641	73,855	116,824	42,969	
Other Charges	16,229	16,780	16,068	18,857	19,883	1,026	5.4%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 706,021	\$ 727,288	\$ 812,137	\$ 895,082	\$ 984,707	\$ 89,625	10.0%
Central Services							
Supplies & Materials	17,189	13,189	25,000	25,000	20,000	(5,000)	-25.0%
Other Charges	21,117	26,482	28,500	28,500	33,500	5,000	14.9%

City of Roseville

Budget Detail by Function

9/10/2024

	2021	2022	2023	Amended	2025	\$\$	%
<u>GENERAL FUND</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 38,306	\$ 39,671	\$ 53,500	\$ 53,500	\$ 53,500	\$ -	0.0%
General Insurance							
Contractual Services	70,000	70,000	70,000	70,000	70,000	-	0.0%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ -	0.0%
Police Department							
Personnel Services	\$ 7,416,088	\$ 8,269,359	\$ 8,674,905	\$ 10,142,875	\$ 10,911,646	\$ 768,771	7.6%
Supplies & Materials	321,992	382,432	388,184	422,700	458,100	35,400	8.4%
Contractual Services	461,529	528,758	830,311	918,179	1,178,000	259,821	28.3%
Other Charges	292,420	266,073	304,169	334,435	398,600	64,165	19.2%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 8,492,029	\$ 9,446,622	\$ 10,197,569	\$ 11,818,189	\$ 12,946,346	\$ 1,128,157	9.5%
Fire Administration							
Personnel Services	\$ 465,208	\$ 425,533	\$ 450,290	\$ 510,360	\$ 633,380	\$ 123,020	24.1%
Supplies & Materials	8,738	868	700	-	-	-	0.0%
Utilities	37,959	58,372	48,005	43,050	45,000	1,950	4.5%
Contractual Services	1,795	-	2,765	-	-	-	0.0%
Other Charges	19,991	16,416	7,967	12,500	14,230	1,730	13.8%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 533,691	\$ 501,189	\$ 509,727	\$ 565,910	\$ 692,610	\$ 126,700	22.4%
Fire Operation							
Personnel Services	\$ 2,746,485	\$ 3,050,609	\$ 3,232,026	\$ 3,545,321	\$ 3,698,445	\$ 153,124	4.3%
Supplies & Materials	92,614	97,825	106,246	109,800	116,500	6,700	6.1%
Contractual Services	112,044	108,712	124,342	169,000	190,000	21,000	0.0%
Other Charges	71,085	79,951	93,847	82,199	95,964	13,765	16.7%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 3,022,228	\$ 3,337,097	\$ 3,556,461	\$ 3,906,320	\$ 4,100,909	\$ 194,589	5.0%
Fire Emergency Mgmt.							
Supplies & Materials	1,155	-	-	-	-	-	0.0%
Utilities	798	1,108	1,004	1,500	1,500	-	0.0%
Contractual Services	-	-	705	12,000	12,500	500	4.2%
Other Charges			2,000	6,000	4,000	(2,000)	-33.3%

City of Roseville

Budget Detail by Function

9/10/2024

	2021	2022	2023	Amended	2025	\$\$	%
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>2024</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
GENERAL FUND							
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 1,953	\$ 1,108	\$ 3,709	\$ 19,500	\$ 18,000	\$ (1,500)	-7.7%
Fire Relief							
Personnel Services	\$ 264,259	\$ 48,815	\$ 47,725	\$ 46,500	\$ 47,700	\$ 1,200	2.5%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 264,259	\$ 48,815	\$ 47,725	\$ 46,500	\$ 47,700	\$ 1,200	2.6%
PW Administration							
Personnel Services	\$ 949,653	\$ 919,111	\$ 949,641	\$ 1,095,200	\$ 1,132,480	\$ 37,280	3.4%
Supplies & Materials	10,076	14,963	11,864	13,000	14,000	1,000	7.7%
Contractual Services	11,939	25,568	27,125	20,700	10,000	(10,700)	-51.7%
Other Charges	15,538	21,382	18,713	72,660	53,610	(19,050)	-26.2%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 987,206	\$ 981,024	\$ 1,007,343	\$ 1,201,560	\$ 1,210,090	\$ 8,530	0.7%
Streets							
Personnel Services	\$ 669,576	\$ 767,020	\$ 789,498	\$ 767,530	\$ 769,050	\$ 1,520	0.2%
Supplies & Materials	211,328	307,584	334,419	370,850	371,850	1,000	0.3%
Contractual Services	70,908	83,738	55,325	87,200	84,200	(3,000)	-3.4%
Other Charges	11,761	56,118	36,071	63,370	60,900	(2,470)	-3.9%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 963,573	\$ 1,214,460	\$ 1,215,313	\$ 1,288,950	\$ 1,286,000	\$ (2,950)	-0.2%
Central Garage							
Personnel Services	\$ 196,446	\$ 209,182	\$ 211,388	\$ 220,350	\$ 226,890	\$ 6,540	3.0%
Supplies & Materials	21,670	41,816	70,698	11,020	11,150	130	1.2%
Contractual Services	56	2,557	50	200	200	-	0.0%
Other Charges	14,822	(4,614)	11,475	6,940	8,450	1,510	21.8%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 232,994	\$ 248,941	\$ 293,611	\$ 238,510	\$ 246,690	\$ 8,180	3.4%
Building Maintenance							
Supplies & Materials	24,276	26,089	20,098	27,000	29,000	2,000	7.4%
Utilities	127,613	163,472	159,646	165,900	168,300	2,400	1.4%
Contractual Services	236,092	330,508	374,963	260,315	283,620	23,305	9.0%
Other Charges	-	-	5,570	-	1,550	1,550	0.0%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 387,981	\$ 520,069	\$ 560,277	\$ 453,215	\$ 482,470	\$ 29,255	6.5%

City of Roseville

Budget Detail by Function

9/10/2024

	2021	2022	2023	Amended	2025	\$	%
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
GENERAL FUND							
Street Lighting							
Utilities		207,680	201,746	210,000	205,000	(5,000)	-2.5%
Other Charges	183,892	3,191	21,675	15,000	15,000	-	0.0%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 183,892	\$ 210,871	\$ 223,421	\$ 225,000	\$ 220,000	\$ (5,000)	-2.2%
Contingency							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ 207,856	\$ 207,856	0.0%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ -	\$ -	\$ -	\$ -	\$ 207,856	\$ 207,856	0.0%
Total General Fund							
Personnel Services	\$ 14,236,259	\$ 15,306,045	\$ 16,060,215	\$ 18,218,076	\$ 19,630,777	\$ 1,412,701	8%
Supplies & Materials	719,842	897,345	964,125	991,070	1,030,800	39,730	4%
Utilities	166,370	430,632	410,401	420,450	419,800	(650)	0%
Contractual Services	1,720,752	1,917,473	2,234,802	3,212,078	3,541,641	329,563	10%
Other Charges	915,905	701,404	859,560	1,012,779	1,063,777	50,998	5%
Capital Outlay	-	-	-	-	-	-	0%
	\$ 17,759,128	\$ 19,252,899	\$ 20,529,103	\$ 23,854,453	\$ 25,686,795	\$ 1,832,342	8%

City of Roseville

Communications Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
Revenues	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
General Property Taxes	\$ 50,249	\$ 104,207	\$ 122,815	\$ 210,160	\$ 277,635	\$ 67,475	32.1%
Tax Increments						-	0.0%
Intergovernmental Revenue						-	0.0%
Licenses & Permits						-	0.0%
Charges for Services	23,084	46,000	46,000	47,000	47,000	-	100.0%
Fines and Forfeits						-	0.0%
Cable Franchise Fees	385,750	374,855	354,531	374,000	354,000	(20,000)	-5.3%
Special Assessments						-	0.0%
Investment Income	196	(66)	(5,089)	100	100	-	0.0%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 459,279	\$ 524,996	\$ 518,257	\$ 631,260	\$ 678,735	\$ 47,475	7.5%
Expenditures							
Personnel Services	\$ 274,968	\$ 280,176	\$ 331,810	\$ 382,140	\$ 406,000	\$ 23,860	6.2%
Supplies & Materials	2,595	1,086	-	1,000	1,000	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	46,127	37,939	39,284	47,600	49,592	\$ 1,992	4.2%
Other Charges	166,003	213,162	214,045	200,520	222,143	\$ 21,623	10.8%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 489,693	\$ 532,363	\$ 585,139	\$ 631,260	\$ 678,735	\$ 47,475	7.5%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ 31,436	\$ 20,444	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ 31,436	\$ 20,444	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	(30,414)	24,069	(46,438)	-	-		
Beginning Fund Balance	160,316	129,902	153,971	107,533	107,533		
Ending Fund Balance	\$ 129,902	\$ 153,971	\$ 107,533	\$ 107,533	\$ 107,533		

City of Roseville

Information Technology Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
Revenues							
General Property Taxes	\$ 150,746	\$ 153,130	\$ 107,122			\$ -	0.0%
Tax Increments	-					-	0.0%
Intergovernmental Revenue	77,184	77,184	77,184	77,184		(77,184)	-100.0%
Licenses & Permits	-					-	0.0%
Charges for Services	3,560,969	459,246	468,253	451,680		(451,680)	-100.0%
Fines and Forfeits	-					-	0.0%
Cable Franchise Fees	-					-	0.0%
Special Assessments	-					-	0.0%
Investment Income	1,142	(117,384)	117,635	2,000		(2,000)	-100.0%
Miscellaneous	-	-	-	-		-	0.0%
Total Revenues	\$ 3,790,041	\$ 572,176	\$ 770,194	\$ 530,864	\$ -	\$ (530,864)	-100.0%
Expenditures							
Personnel Services	\$ 2,339,669					\$ -	0.0%
Supplies & Materials	1,797					-	0.0%
Utilities	-	-		-	-	-	0.0%
Contractual Services	1,218,212	723,343	857,141				
Other Charges	-	-					
Capital Outlay	41,680	5,151		-	-	-	0.0%
Debt Service	-	-	-			-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 3,601,358	\$ 728,494	\$ 857,141	\$ -	\$ -	\$ -	0.0%
Other Financing Sources (Uses)							
Transfers In	\$ 88,278	\$ 90,283	\$ 203,675	\$ 65,000	\$ -	\$ (65,000)	0.0%
Transfers Out	(398,752)			(595,864)	-	595,864	100.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (310,474)	\$ 90,283	\$ 203,675	\$ (530,864)	\$ -	\$ 530,864	0.0%
Net Change in Fund Balance	(121,791)	(66,035)	116,728	-	-		
Beginning Fund Balance	1,974,917	1,853,126	1,712,102	961,997	961,997		
transfer to Metro Inet		(74,989)	(866,833)				
Ending Fund Balance	\$ 1,853,126	\$ 1,712,102	\$ 961,997	\$ 961,997	\$ 961,997		

City of Roseville

Recreation Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
Revenues	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
General Property Taxes	\$ 1,451,761	\$ 1,569,427	\$ 1,565,582	\$ 1,838,410	\$ 1,838,410	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	2,079,957	2,506,942	2,748,546	2,725,591	2,859,442	133,851	4.9%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	(11,448)	(92,413)	31,550	15,000	15,000	-	0.0%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 3,520,270	\$ 3,983,956	\$ 4,345,678	\$ 4,579,001	\$ 4,712,852	\$ 133,851	2.9%
Expenditures							
Personnel Services	\$ 2,143,066	\$ 2,305,283	\$ 2,394,174	\$ 2,756,770	\$ 2,840,452	\$ 83,682	3.0%
Supplies & Materials	143,791	167,485	175,127	227,901	230,415	2,514	1.1%
Utilities	277,591	408,719	401,541	371,000	413,135	42,135	11.4%
Contractual Services	410,236	649,976	718,914	782,190	809,622	27,432	3.5%
Other Charges	231,965	356,152	348,586	442,670	445,260	2,590	0.6%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 3,206,649	\$ 3,887,615	\$ 4,038,342	\$ 4,580,531	\$ 4,738,884	\$ 158,353	3.5%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ 1,530	\$ -	\$ (1,530)	100.0%
Transfers Out	(79,662)	(20,317)	(162,207)	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (79,662)	\$ (20,317)	\$ (162,207)	\$ 1,530	\$ -	\$ (1,530)	100.0%
Net Change in Fund Balance	233,959	76,024	145,129	-	(26,032)		
Beginning Fund Balance	922,580	1,156,539	1,232,563	1,377,692	1,377,692		
Ending Fund Balance	\$ 1,156,539	\$ 1,232,563	\$ 1,377,692	\$ 1,377,692	\$ 1,351,660		

City of Roseville

Park Maintenance Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
Revenues	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
General Property Taxes	\$ 1,427,094	\$ 1,401,123	\$ 1,459,270	\$ 1,539,890	\$ 1,539,890	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	62	1,224	150	-	-	-	0.0%
Investment Income	(6,810)	(51,658)	31,113	-	-	-	0.0%
Miscellaneous	1,761	10,400	10,072	-	-	-	0.0%
Total Revenues	\$ 1,422,107	\$ 1,361,089	\$ 1,500,605	\$ 1,539,890	\$ 1,539,890	\$ -	0.0%
Expenditures							
Personnel Services	\$ 943,113	\$ 971,987	\$ 1,040,574	\$ 1,109,690	\$ 1,226,076	\$ 116,386	10.5%
Supplies & Materials	130,907	160,625	184,310	159,500	178,100	18,600	11.7%
Utilities	53,579	57,440	57,130	57,000	60,000	3,000	5.3%
Contractual Services	167,772	130,836	149,658	173,000	173,000	-	-
Other Charges	64,036	33,152	30,877	40,700	40,700	-	-
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 1,359,407	\$ 1,354,040	\$ 1,462,549	\$ 1,539,890	\$ 1,677,876	\$ 137,986	9.0%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	-	-	\$ -	100.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%
Net Change in Fund Balance	62,700	7,049	38,056	-	(137,986)		
Beginning Fund Balance	325,841	388,541	395,590	433,646	433,646		
Ending Fund Balance	\$ 388,541	\$ 395,590	\$ 433,646	\$ 433,646	\$ 295,660		

City of Roseville

Budget Detail by Function

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ \$	%
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
<u>RECREATION & PARKS MAINTENANCE</u>							
Recreation Administration							
Personnel Services	\$ 574,447	\$ 556,723	\$ 466,060	\$ 622,230	\$ 656,680	\$ 34,450	5.5%
Supplies & Materials	2,490	6,759	3,950	7,588	7,600	12	0.2%
Contractual Services	1,560	1,017	1,223	2,500	2,500	-	0.0%
Other Charges	128,926	134,659	261,018	152,915	152,815	(100)	-0.1%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 707,423	\$ 699,158	\$ 732,251	\$ 785,233	\$ 819,595	\$ 34,362	4.4%
Recreation Fee Programs							
Personnel Services	\$ 789,429	\$ 878,234	\$ 971,481	\$ 1,115,185	\$ 1,088,381	\$ (26,804)	-2.4%
Supplies & Materials	71,659	60,674	55,360	83,283	82,965	(318)	-0.4%
Utilities	23,739	35,087	32,491	40,000	42,135	2,135	5.3%
Contractual Services	266,501	354,108	390,220	410,440	417,947	7,507	1.8%
Other Charges	122,511	156,481	168,545	164,095	162,235	(1,860)	-1.1%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 1,273,839	\$ 1,484,584	\$ 1,618,097	\$ 1,813,003	\$ 1,793,663	\$ (19,340)	-1.1%
Recreation Non-Fee Programs							
Personnel Services	\$ 22,470	\$ 49,096	\$ 56,546	\$ 78,345	\$ 80,665	\$ 2,320	3.0%
Supplies & Materials	6,443	11,938	16,415	30,330	26,800	(3,530)	-11.6%
Contractual Services	21,121	61,771	80,205	80,550	89,905	9,355	11.6%
Other Charges	3,245	11,456	6,561	41,070	42,120	1,050	2.6%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 53,279	\$ 134,261	\$ 159,727	\$ 230,295	\$ 239,490	\$ 9,195	4.0%
Recreation Activity Center							
Personnel Services	\$ 727	\$ 3,189	\$ 2,994	\$ 12,380	\$ 8,905	\$ (3,475)	-28.1%
Supplies & Materials	283	1,646	617	3,350	3,350	-	0.0%
Contractual Services	-	98,177	105,206	117,700	129,400	11,700	9.9%
Other Charges	5,329	5,564	6,641	8,000	8,000	-	0.0%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 6,339	\$ 108,576	\$ 115,458	\$ 141,430	\$ 149,655	\$ 8,225	5.8%
Recreation Nature Center							
Personnel Services	\$ 20,541	\$ 36,295	\$ 48,603	\$ 45,450	\$ 71,411	\$ 25,961	57.1%
Supplies & Materials	8,596	7,856	4,963	9,800	9,800	-	0.0%
Utilities	8,664	10,092	9,556	11,000	11,000	-	0.0%

City of Roseville

Budget Detail by Function

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$\$	%
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
Contractual Services	18,726	19,317	17,300	24,200	24,200	-	0.0%
Other Charges	1,695	2,164	2,335	2,950	3,050	100	3.4%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 58,222	\$ 75,724	\$ 82,757	\$ 93,400	\$ 119,461	\$ 26,061	27.9%
Skating Center							
Personnel Services	\$ 735,452	\$ 781,746	\$ 848,490	\$ 883,180	\$ 934,410	\$ 51,230	5.8%
Supplies & Materials	54,320	78,612	93,822	93,550	99,900	6,350	6.8%
Utilities	245,188	363,540	359,494	320,000	360,000	40,000	12.5%
Contractual Services	102,328	115,586	124,760	146,800	145,670	(1,130)	-0.8%
Other Charges	49,921	66,145	65,693	73,640	77,040	3,400	4.6%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 1,187,209	\$ 1,405,629	\$ 1,492,259	\$ 1,517,170	\$ 1,617,020	\$ 99,850	6.6%
Parks & Recreation Maintenance							
Personnel Services	\$ 943,113	\$ 971,987	\$ 1,040,574	\$ 1,109,690	\$ 1,226,076	\$ 116,386	10.5%
Supplies & Materials	130,907	160,625	184,310	159,500	178,100	18,600	11.7%
Utilities	53,579	57,440	57,130	57,000	60,000	3,000	5.3%
Contractual Services	167,772	130,836	149,658	173,000	173,000	-	0.0%
Other Charges	64,036	33,152	30,877	40,700	40,700	-	0.0%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 1,359,407	\$ 1,354,040	\$ 1,462,549	\$ 1,539,890	\$ 1,677,876	\$ 137,986	9.0%
							0.0%
Total Parks & Recreation Funds							
Personnel Services	\$ 3,086,179	\$ 3,277,270	\$ 3,434,748	\$ 3,866,460	\$ 4,066,528	\$ 200,068	5.2%
Supplies & Materials	274,698	328,110	359,437	387,401	408,515	21,114	5.5%
Utilities	331,170	466,159	458,671	428,000	473,135	45,135	10.5%
Contractual Services	578,008	780,812	868,572	955,190	982,622	27,432	2.9%
Other Charges	375,663	409,621	541,670	483,370	485,960	2,590	0.5%
Capital Outlay	-	-	-	-	-	-	0.0%
	\$ 4,645,718	\$ 5,261,972	\$ 5,663,098	\$ 6,120,421	\$ 6,416,760	\$ 296,339	4.8%

City of Roseville

Community Development Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	1,946,888	1,726,677	1,687,233	1,420,900	1,436,200	15,300	1.1%
Charges for Services	49,705	54,715	50,940	42,500	50,000	7,500	17.6%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	(5,912)	(419,602)	277,142	25,000	25,000	-	0.0%
Miscellaneous	2,790	5,595	2,750	-	-	-	0.0%
Total Revenues	\$ 1,993,471	\$ 1,367,385	\$ 2,018,065	\$ 1,488,400	\$ 1,511,200	\$ 22,800	1.5%
Expenditures							
Personnel Services	\$ 1,283,703	\$ 1,323,377	\$ 1,408,329	\$ 1,481,887	\$ 1,591,310	\$ 109,423	7.4%
Supplies & Materials	8,626	8,992	9,878	11,150	11,950	800	7.2%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	171,467	131,514	154,597	145,500	145,000	(500)	-0.3%
Other Charges	190,638	193,623	173,933	207,280	196,140	(11,140)	-5.4%
Capital Outlay	-	28,196	1,150	68,000	45,000	(23,000)	100.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 1,654,434	\$ 1,685,702	\$ 1,747,887	\$ 1,913,817	\$ 1,989,400	\$ 75,583	3.9%
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	339,037	(318,317)	270,178	(425,417)	(478,200)		
Beginning Fund Balance	3,502,984	3,842,021	3,523,704	3,793,882	3,368,465		
Ending Fund Balance	\$ 3,842,021	\$ 3,523,704	\$ 3,793,882	\$ 3,368,465	\$ 2,890,265		

City of Roseville

Budget Detail by Function

9/10/2024

	2021	2022	2023	Amended	2025	\$	%
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
<u>COMMUNITY DEVELOPMENT</u>							
CD - Planning							
Personnel Services	\$ 495,130	\$ 515,692	\$ 555,275	\$ 598,007	\$ 637,310	\$ 39,303	6.6%
Supplies & Materials	360	435	66	1,000	1,000	-	0.0%
Contractual Services	10,418	9,615	4,546	15,500	10,000		0.0%
Other Charges	103,738	71,660	46,219	65,000	60,500	(4,500)	-6.9%
Capital Outlay	-		1,150			-	0.0%
	<u>\$ 609,646</u>	<u>\$ 597,402</u>	<u>\$ 607,256</u>	<u>\$ 679,507</u>	<u>\$ 708,810</u>	<u>\$ 29,303</u>	<u>4.3%</u>
CD - Code Enforcement							
Personnel Services	\$ 585,688	\$ 573,169	\$ 671,090	\$ 701,470	\$ 754,330	\$ 52,860	7.5%
Supplies & Materials	6,514	8,476	9,512	9,500	10,300	800	8.4%
Contractual Services	158,416	121,871	150,045	130,000	135,000	5,000	3.8%
Other Charges	80,082	110,335	114,892	128,130	120,900	(7,230)	-5.6%
Capital Outlay	-	28,196	-	68,000	45,000	(23,000)	-33.8%
	<u>\$ 830,700</u>	<u>\$ 842,047</u>	<u>\$ 945,539</u>	<u>\$ 1,037,100</u>	<u>\$ 1,065,530</u>	<u>\$ 28,430</u>	<u>2.7%</u>
CD-Nuisance Code Enforcement							
Personnel Services	\$ 64,111	\$ 168,433	\$ 107,993	\$ 111,710	\$ 123,580	\$ 11,870	10.6%
Other Charges	-	2,707	3,072	2,800	3,200	400	14.3%
Capital Outlay	-	-	-	-	-	-	0.0%
	<u>\$ 64,111</u>	<u>\$ 171,140</u>	<u>\$ 111,065</u>	<u>\$ 114,510</u>	<u>\$ 126,780</u>	<u>\$ 12,270</u>	<u>10.7%</u>
CD - GIS							
Personnel Services	\$ 20,795	\$ 34,040	\$ 34,532	\$ 36,470	\$ 39,670	\$ 3,200	8.8%
Other Charges	4,940	4,540	4,744	5,650	5,740	90	1.6%
Capital Outlay	-	-	-	-	-	-	0.0%
	<u>\$ 25,735</u>	<u>\$ 38,580</u>	<u>\$ 39,276</u>	<u>\$ 42,120</u>	<u>\$ 45,410</u>	<u>\$ 3,290</u>	<u>7.8%</u>
CD - Neighborhood Enhancement							
Personnel Services	\$ 117,979	\$ 32,043	\$ 39,439	\$ 34,230	\$ 36,420	\$ 2,190	6.4%
Supplies & Materials	1,752	81	-	650	650	-	0.0%
Contractual Services	2,633	28	6	-	-	-	0.0%
Other Charges	1,878	4,381	5,006	5,700	5,800	100	1.8%
Capital Outlay	-	-	-	-	-	-	0.0%
	<u>\$ 124,242</u>	<u>\$ 36,533</u>	<u>\$ 44,451</u>	<u>\$ 40,580</u>	<u>\$ 42,870</u>	<u>\$ 2,290</u>	<u>5.6%</u>

City of Roseville

Budget Detail by Function

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
Community Development Fund							
Personnel Services	\$ 1,283,703	\$ 1,323,377	\$ 1,408,329	\$ 1,481,887	\$ 1,591,310	\$ 109,423	7.4%
Supplies & Materials	8,626	8,992	9,578	11,150	11,950	800	7.2%
Contractual Services	171,467	131,514	154,597	145,500	145,000	5,000	3.4%
Other Charges	190,638	193,623	173,933	207,280	196,140	(11,140)	-5.4%
Capital Outlay	-	28,196	1,150	68,000	45,000	(23,000)	-33.8%
	\$ 1,654,434	\$ 1,685,702	\$ 1,747,587	\$ 1,913,817	\$ 1,989,400	\$ 81,083	4.2%

City of Roseville

Debt Service Funds Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
Revenues	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
General Property Taxes	\$ 2,224,959	\$ 2,191,028	\$ 2,142,706	\$ 2,225,422	\$ 2,209,200	\$ (16,222)	-0.7%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	34,564	31,002	29,053	-	-	-	0.0%
Investment Income	(15,790)	(195,298)	116,405	-	-	-	0.0%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 2,243,733	\$ 2,026,732	\$ 2,288,164	\$ 2,225,422	\$ 2,209,200	\$ (16,222)	-0.7%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	-	-	-	-	-	-	0.0%
Other Charges	-	-	-	-	-	-	0.0%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	7,572,030	2,458,731	2,479,508	2,225,422	2,209,200	(16,222)	-0.7%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 7,572,030	\$ 2,458,731	\$ 2,479,508	\$ 2,225,422	\$ 2,209,200	\$ (16,222)	-0.7%
Other Financing Sources (Uses)							
Transfers In / Bond Premium	\$ 278,931	\$ 272,931	\$ 265,931	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Debt Issuance / Other	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ 278,931	\$ 272,931	\$ 265,931	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	(5,049,366)	(159,068)	74,587	-	-		
Beginning Fund Balance	7,432,766	2,383,400	2,224,332	2,298,919	2,298,919		
Ending Fund Balance	\$ 2,383,400	\$ 2,224,332	\$ 2,298,919	\$ 2,298,919	\$ 2,298,919		

City of Roseville

Engineering Services Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	110,931	166,790	141,469	136,450	121,250	(15,200)	-11.1%
Charges for Services	100,279	66,291	157,302	40,000	75,000	35,000	87.5%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	(13,862)	(72,836)	55,009	10,000	10,000	-	0.0%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 197,348	\$ 160,245	\$ 353,780	\$ 186,450	\$ 206,250	\$ 19,800	10.6%
Expenditures							
Personnel Services	\$ 230,903	\$ 241,730	\$ 254,923	\$ 265,720	\$ 278,760	\$ 13,040	4.9%
Supplies & Materials	1,791	144	1,404	1,000	1,000	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	40,290	137,479	89,427	10,000	-	(10,000)	-100.0%
Other Charges	3,383	2,857	3,300	24,210	22,200	(2,010)	-8.3%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 276,367	\$ 382,210	\$ 349,054	\$ 300,930	\$ 301,960	\$ 1,030	0.3%
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	(79,019)	(221,965)	4,726	(114,480)	(95,710)		
Beginning Fund Balance	760,932	681,913	459,948	464,674	350,194		
Ending Fund Balance	\$ 681,913	\$ 459,948	\$ 464,674	\$ 350,194	\$ 254,484		

City of Roseville

License Center Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	127,697	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	1,548,412	2,035,841	2,120,745	2,500,000	2,600,000	100,000	4.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	3,518	(5,665)	(19,154)	1,000	1,000	-	0.0%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 1,551,930	\$ 2,030,176	\$ 2,229,288	\$ 2,501,000	\$ 2,601,000	\$ 100,000	4.0%
Expenditures							
Personnel Services	\$ 1,572,764	\$ 1,584,536	\$ 1,621,265	\$ 1,832,480	\$ 2,044,930	\$ 212,450	11.6%
Supplies & Materials	25,717	30,212	35,535	35,500	38,200	2,700	7.6%
Utilities	8,292	9,702	10,349	9,800	10,000	200	2.0%
Contractual Services	34,442	34,764	49,913	46,600	48,000	1,400	3.0%
Other Charges	125,065	127,104	132,510	139,426	147,976	8,550	6.1%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 1,766,280	\$ 1,786,318	\$ 1,849,572	\$ 2,063,806	\$ 2,289,106	\$ 225,300	10.9%
Other Financing Sources (Uses)							
Transfers In	\$ 688,000			\$ -	\$ -	\$ -	0.0%
Transfers Out	(302,000)	(177,000)	(504,318)	(200,000)	(200,000)	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ 386,000	\$ (177,000)	\$ (504,318)	\$ (200,000)	\$ (200,000)	\$ -	0.0%
Net Change in Fund Balance	171,650	66,858	(124,602)	237,194	111,894		
Beginning Fund Balance	174,870	346,520	413,378	288,776	525,970		
Ending Fund Balance	\$ 346,520	\$ 413,378	\$ 288,776	\$ 525,970	\$ 637,864		

City of Roseville

Streetscape Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
Revenues							
General Property Taxes	\$ 60,298	\$ 58,708		\$ 60,000	\$ 60,000	\$ -	0.0%
Tax Increments	-	-		-	-	-	0.0%
Intergovernmental Revenue	-	-		-	-	-	0.0%
Licenses & Permits	-	-		-	-	-	0.0%
Charges for Services	-	-		-	-	-	0.0%
Fines and Forfeits	-	-		-	-	-	0.0%
Cable Franchise Fees	-	-		-	-	-	0.0%
Special Assessments	-	-		-	-	-	0.0%
Investment Income	(2,076)	(14,952)		2,000	2,000	-	0.0%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 58,222	\$ 43,756	\$ -	\$ 62,000	\$ 62,000	\$ -	0.0%
Expenditures							
Personnel Services	\$ 7,774	\$ -	\$ -	\$ 6,910	\$ -	\$ (6,910)	-100.0%
Supplies & Materials	24,542	12,370	15,136	30,000	35,000	5,000	16.7%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	33,765	41,225	50,386	47,000	87,000	40,000	85.1%
Other Charges	-	-	-	-	-	-	0.0%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 66,081	\$ 53,595	\$ 65,522	\$ 83,910	\$ 122,000	\$ 38,090	45.4%
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	(7,859)	(9,839)	(65,522)	(21,910)	(60,000)		
Beginning Fund Balance	212,721	204,862	195,023	129,501	107,591		
Ending Fund Balance	\$ 204,862	\$ 195,023	\$ 129,501	\$ 107,591	\$ 47,591		

City of Roseville

Vehicle & Equipment Funds Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
Revenues	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
General Property Taxes	\$ 1,198,934	\$ 1,372,788	\$ 1,551,514	\$ 1,168,000	\$ 1,168,000	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	39,125	-	-	1,000,000	-	(1,000,000)	100.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	(23,310)	(190,211)	121,612	23,334	15,000	(8,334)	0.0%
Miscellaneous	38,879	89,675	270,897	39,000	30,000	(9,000)	100.0%
Total Revenues	\$ 1,253,628	\$ 1,272,252	\$ 1,944,023	\$ 2,230,334	\$ 1,213,000	\$ (1,017,334)	-45.6%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	-	-	-	-	-	-	0.0%
Other Charges	-	-	-	-	-	-	0.0%
Capital Outlay	884,870	993,418	1,990,081	1,658,800	2,294,250	635,450	38.3%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 884,870	\$ 993,418	\$ 1,990,081	\$ 1,658,800	\$ 2,294,250	\$ 635,450	38.3%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ 200,000	\$ 510,214	\$ 400,000	\$ (110,214)	100.0%
Transfers Out	-	-	-	(832,400)	-	832,400	-100.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ 200,000	\$ (322,186)	\$ 400,000	\$ 722,186	100.0%
Net Change in Fund Balance	368,758	278,834	153,942	249,348	(681,250)		
Beginning Fund Balance	1,545,387	1,914,145	2,192,979	2,346,921	2,596,269		
Ending Fund Balance	\$ 1,914,145	\$ 2,192,979	\$ 2,346,921	\$ 2,596,269	\$ 1,915,019		

City of Roseville

Building Replacement Fund Financial Summary (fund 410 & 415)

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
Revenues	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
General Property Taxes	\$ 779,860	\$ 759,289		\$ 651,000	\$ 651,000	\$ -	0.0%
Tax Increments	-	-		-	-	-	0.0%
Intergovernmental Revenue	-	3,233,022	508,079	756,000	77,184	(678,816)	0.0%
Licenses & Permits	-	-		-	-	-	0.0%
Charges for Services	-	-		-	-	-	0.0%
Fines and Forfeits	-	-		-	-	-	0.0%
Cable Franchise Fees	-	-		-	-	-	0.0%
Special Assessments	-	-		-	-	-	0.0%
Investment Income	96,816	(427,964)	184,291	3,000	3,000	-	0.0%
Miscellaneous	-	700		-	-	-	0.0%
Total Revenues	\$ 876,676	\$ 3,565,047	\$ 692,370	\$ 1,410,000	\$ 731,184	\$ (678,816)	-48.1%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services							
Other Charges							
Capital Outlay	301,062	3,824,750	434,344	1,842,900	1,601,595	(241,305)	-13.1%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 301,062	\$ 3,824,750	\$ 434,344	\$ 1,842,900	\$ 1,601,595	\$ (241,305)	-13.1%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ 16,851	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ 16,851	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	575,614	(259,703)	274,877	(432,900)	(870,411)		
Beginning Fund Balance	3,553,316	4,128,930	3,869,227	4,144,104	3,711,204		
Ending Fund Balance	\$ 4,128,930	\$ 3,869,227	\$ 4,144,104	\$ 3,711,204	\$ 2,840,793		

City of Roseville

Street Lighting Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
Revenues							
General Property Taxes	\$ 21,104	\$ 20,548	\$ 20,326	\$ 21,000	\$ 21,000	\$ -	0.0%
Tax Increments	-					-	0.0%
Intergovernmental Revenue	18,543		18,543			-	0.0%
Licenses & Permits	-					-	0.0%
Charges for Services	-					-	0.0%
Fines and Forfeits	-					-	0.0%
Cable Franchise Fees	-					-	0.0%
Special Assessments	-					-	0.0%
Investment Income	(1,284)	(10,430)	6,456	500	4,188	3,688	737.6%
Miscellaneous	2,695	-	-	-	-	-	0.0%
Total Revenues	\$ 41,058	\$ 10,118	\$ 45,325	\$ 21,500	\$ 25,188	\$ 3,688	17.2%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services							
Other Charges							
Capital Outlay	35,576	-	-	52,500	57,500	5,000	9.5%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 35,576	\$ -	\$ -	\$ 52,500	\$ 57,500	\$ 5,000	9.5%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ 300,000	\$ 25,000	\$ (275,000)	100.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ 300,000	\$ 25,000	\$ (275,000)	100.0%
Net Change in Fund Balance	5,482	10,118	45,325	269,000	(7,312)		
Beginning Fund Balance	86,731	92,213	102,331	147,656	416,656		
Ending Fund Balance	\$ 92,213	\$ 102,331	\$ 147,656	\$ 416,656	\$ 409,344		

City of Roseville

Pathway Maintenance Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
Revenues							
General Property Taxes	\$ 246,219	\$ 249,509	\$ 246,810	\$ 255,000	\$ 255,000	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	(686)	(11,921)	2,434	2,036	2,557	521	100.0%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 245,533	\$ 237,588	\$ 249,244	\$ 257,036	\$ 257,557	\$ 521	0.2%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	-	-	-	-	-	-	0.0%
Other Charges	-	-	-	-	-	-	0.0%
Capital Outlay	127,878	171,569	148,484	233,800	289,300	55,500	23.7%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 127,878	\$ 171,569	\$ 148,484	\$ 233,800	\$ 289,300	\$ 55,500	23.7%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	100.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	100.0%
Net Change in Fund Balance	117,655	66,019	100,760	23,236	68,257		
Beginning Fund Balance	84,775	202,430	268,449	369,209	392,445		
Ending Fund Balance	\$ 202,430	\$ 268,449	\$ 369,209	\$ 392,445	\$ 460,702		

City of Roseville

Park Improvement Program Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
Revenues	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
General Property Taxes	\$ 788,905	\$ 768,095	\$ 759,787	\$ 785,000	\$ 785,000	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	75,000	50,000	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	(29,675)	(221,637)	187,570	5,000	28,246	23,246	464.9%
Miscellaneous	-	9,000	-	-	-	-	0.0%
Total Revenues	\$ 759,230	\$ 630,458	\$ 997,357	\$ 790,000	\$ 813,246	\$ 23,246	2.9%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services							
Other Charges							
Capital Outlay	118,988	726,700	788,118	1,434,000	1,476,500	42,500	3.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 118,988	\$ 726,700	\$ 788,118	\$ 1,434,000	\$ 1,476,500	\$ 42,500	3.0%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ 548,492	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ 548,492	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	640,242	(96,242)	757,731	(644,000)	(663,254)		
Beginning Fund Balance	1,425,138	2,065,380	1,969,138	2,726,869	2,082,869		
Ending Fund Balance	\$ 2,065,380	\$ 1,969,138	\$ 2,726,869	\$ 2,082,869	\$ 1,419,615		

City of Roseville

Street Infrastructure Replacement Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
Revenues	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
General Property Taxes	\$ 1,075,323	\$ 1,095,881	\$ 1,084,027	\$ 1,120,000	\$ 1,120,000	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	485,905	2,546,616	602,152	1,455,000	575,000	(880,000)	-60.5%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	101,978	213,171	668,333	128,247	83,000	(45,247)	100.0%
Investment Income	(13,503)	(580,616)	364,308	54,440	110,627	56,187	103.2%
Miscellaneous / Developer Fee	-	-	-	-	-	-	0.0%
Total Revenues	\$ 1,649,703	\$ 3,275,052	\$ 2,718,820	\$ 2,757,687	\$ 1,888,627	\$ (869,060)	-31.5%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	-	-	-	-	-	-	0.0%
Other Charges	-	-	-	-	-	-	0.0%
Capital Outlay	2,032,708	4,569,024	2,191,077	2,905,000	2,125,000	(780,000)	-26.9%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 2,032,708	\$ 4,569,024	\$ 2,191,077	\$ 2,905,000	\$ 2,125,000	\$ (780,000)	-26.9%
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	(383,005)	(1,293,972)	527,743	(147,313)	(236,373)		
Beginning Fund Balance	4,960,459	4,577,454	3,283,482	3,811,225	3,663,912		
Ending Fund Balance	\$ 4,577,454	\$ 3,283,482	\$ 3,811,225	\$ 3,663,912	\$ 3,427,539		

City of Roseville

Water Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	(5,736)	11,280	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	7,239,868	7,979,421	9,961,145	9,000,000	10,039,507	1,039,507	11.6%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	29,775	23,000	23,000	-	100.0%
Investment Income	(159)	12,573	(47,420)	-	-	-	0.0%
Miscellaneous	6,255	11,275	156,314	22,000	22,000	-	100.0%
Total Revenues	\$ 7,245,964	\$ 7,997,533	\$ 10,111,094	\$ 9,045,000	\$ 10,084,507	\$ 1,039,507	11.5%
Expenditures							
Personnel Services	\$ 575,180	\$ 707,241	\$ 689,466	\$ 788,980	\$ 818,340	\$ 29,360	3.7%
Supplies & Materials	269,695	276,277	233,096	276,000	277,000	1,000	0.4%
Utilities	5,393,523	5,982,647	6,897,660	6,751,636	7,186,480	434,844	6.4%
Contractual Services	173,849	35,837	60,673	44,000	44,000	-	0.0%
Other Charges	153,032	121,323	115,979	166,425	157,905	(8,520)	-5.1%
Capital Outlay	1,697,527	1,815,240	1,021,505	1,519,000	1,444,000	(75,000)	-4.9%
Debt Service	30,288	256,596	261,427	276,250	276,300	50	100.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 8,293,094	\$ 9,195,161	\$ 9,279,806	\$ 9,822,291	\$ 10,204,025	\$ 381,734	3.9%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ 500,000	\$ 638,600	\$ -	\$ (638,600)	100.0%
Transfers Out	(385,000)	(385,000)	(385,000)	(385,000)	(385,000)	-	0.0%
Bond Issuance Costs	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (385,000)	\$ (385,000)	\$ 115,000	\$ 253,600	\$ (385,000)	\$ (638,600)	-251.8%
Net Change in Assets	(1,432,130)	(1,582,628)	946,288	(523,691)	(504,518)		
Beginning Net Assets-Unrestricted	794,533	(637,597)	(2,220,225)	891,181	367,490		
Ending Net Assets-Unrestricted	\$ (637,597)	\$ (2,220,225)	\$ 891,181	\$ 367,490	\$ (137,028)		

City of Roseville

Sewer Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	274,096	5,270	349,840	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	6,042,776	6,287,511	6,624,922	6,500,000	6,630,000	130,000	2.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	18,047	(2,842)	(4,003)	-	-	-	0.0%
Investment Income	(5,048)	(160,170)	(18,137)	-	-	-	0.0%
Miscellaneous	-	-	3,961	-	165,000	165,000	100.0%
Total Revenues	\$ 6,329,871	\$ 6,129,769	\$ 6,956,583	\$ 6,500,000	\$ 6,795,000	\$ 295,000	4.5%
Expenditures							
Personnel Services	\$ 512,436	\$ 484,353	\$ 393,795	\$ 452,900	\$ 473,430	\$ 20,530	4.5%
Supplies & Materials	36,882	44,086	86,341	51,700	53,400	1,700	3.3%
Utilities	3,008,750	2,898,402	3,088,627	3,536,631	3,717,240	180,609	5.1%
Contractual Services	85,005	72,446	157,368	117,500	115,500	(2,000)	-1.7%
Other Charges	185,369	239,141	225,940	257,610	249,940	(7,670)	-3.0%
Capital Outlay	2,111,168	1,716,165	948,463	1,615,000	2,250,000	635,000	39.3%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 5,939,610	\$ 5,454,593	\$ 4,900,534	\$ 6,031,341	\$ 6,859,510	\$ 828,169	13.7%
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	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (285,000)	\$ (285,000)	\$ (285,000)	\$ (285,000)	\$ (285,000)	\$ -	0.0%
Net Change in Assets	105,261	390,176	1,771,049	183,659	(349,510)		
Beginning Net Assets-Unrestricted	1,350,142	1,455,403	2,379,733	4,655,044	4,838,703		
Ending Net Assets-Unrestricted	\$ 1,455,403	\$ 2,379,733	\$ 4,655,044	\$ 4,838,703	\$ 4,489,193		

City of Roseville

Stormwater Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ 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	1,241,191	98,211	81,908	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	2,503,754	2,224,606	2,950,670	3,815,593	3,910,000	94,407	2.5%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	1,900	1,730	1,443	2,000	2,000	-	100.0%
Investment Income	553	(103,498)	19,300	2,000	10,000	8,000	0.0%
Miscellaneous	1,551	37,340	15,109	-	-	-	0.0%
Total Revenues	\$ 3,748,949	\$ 2,258,389	\$ 3,068,430	\$ 3,819,593	\$ 3,922,000	\$ 102,407	2.7%
Expenditures							
Personnel Services	\$ 433,789	\$ 520,333	\$ 517,326	\$ 542,070	\$ 570,250	\$ 28,180	5.2%
Supplies & Materials	78,438	65,859	84,312	76,500	109,000	32,500	42.5%
Utilities	12,310	10,819	18,962	20,000	20,000	-	0.0%
Contractual Services	141,584	150,572	394,166	241,500	214,500	(27,000)	-11.2%
Other Charges	58,122	50,535	47,247	115,330	113,360	(1,970)	-1.7%
Capital Outlay	1,696,334	2,377,227	1,831,095	2,199,000	1,824,000	(375,000)	-17.1%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 2,420,577	\$ 3,175,345	\$ 2,893,108	\$ 3,194,400	\$ 2,851,110	\$ (343,290)	-10.7%
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	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ -	0.0%
Net Change in Assets	1,228,372	(1,016,956)	75,322	525,193	970,890		
Beginning Net Assets-Unrestricted	134,127	1,362,499	(1,557,222)	2,560,879	3,086,072		
Ending Net Assets-Unrestricted	\$ 1,362,499	\$ (1,557,222)	\$ 2,560,879	\$ 3,086,072	\$ 4,056,962		

City of Roseville

Environmental Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	87,513	90,657	88,826	181,370	188,000	6,630	3.7%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	765,140	861,343	965,219	960,638	1,010,750	50,112	5.2%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	(2,729)	(27,844)	13,873	-	-	-	0.0%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 849,924	\$ 924,156	\$ 1,067,918	\$ 1,142,008	\$ 1,198,750	\$ 56,742	5.0%
Expenditures							
Personnel Services	\$ 33,603	\$ 43,273	\$ 67,585	\$ 89,080	\$ 93,000	\$ 3,920	4.4%
Supplies & Materials	-	1,284	2,261	5,000	5,000	-	100.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	528,415	795,642	772,393	987,420	1,026,710	39,290	4.0%
Other Charges	4,410	6,910	7,728	11,010	11,010	-	0.0%
Capital Outlay	-	-	-	-	650,000	650,000	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 566,428	\$ 847,109	\$ 849,967	\$ 1,092,510	\$ 1,785,720	\$ 693,210	63.5%
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	263,496	57,047	197,951	29,498	(606,970)	(636,468)	
Beginning Net Assets-Unrestricted	107,185	370,681	427,728	625,679	655,177		
Ending Net Assets-Unrestricted	\$ 370,681	\$ 427,728	\$ 625,679	\$ 655,177	\$ 48,207		

City of Roseville

Golf Course Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ 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%
Charges for Services	466,841	473,722	515,552	458,388	487,000	28,612	6.2%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	(621)	(7,482)	7,194	-	2,500	2,500	100.0%
Miscellaneous	6,564	7,201	3,832	-	-	-	0.0%
Total Revenues	\$ 472,784	\$ 473,441	\$ 526,578	\$ 458,388	\$ 489,500	\$ 31,112	6.8%
Expenditures							
Personnel Services	\$ 300,533	\$ 309,149	\$ 388,346	\$ 370,880	\$ 417,750	\$ 46,870	12.6%
Supplies & Materials	69,016	84,219	83,047	75,900	101,140	25,240	33.3%
Utilities	12,721	16,616	16,713	17,300	17,800	500	2.9%
Contractual Services	16,013	24,748	21,551	32,200	30,300	(1,900)	-5.9%
Other Charges	121,853	19,246	34,235	42,010	43,110	1,100	2.6%
Capital Outlay	-	87,784	106,154	94,500	68,000	(26,500)	100.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 520,136	\$ 541,762	\$ 650,046	\$ 632,790	\$ 678,100	\$ 45,310	7.2%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ 5,179	-	\$ 94,500	\$ 68,000	\$ (26,500)	100.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ 5,179	\$ -	\$ 94,500	\$ 68,000	\$ (26,500)	100.0%
Net Change in Assets	(47,352)	(63,142)	(123,468)	(79,902)	(120,600)	\$ (40,698)	
Beginning Net Assets-Unrestricted	(134,472)	(120,446)	(106,045)	(133,834)	(213,736)		
Ending Net Assets-Unrestricted	\$ (120,446)	\$ (106,045)	\$ (133,834)	\$ (213,736)	\$ (334,336)		

City of Roseville

Lawful Gambling Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	172	(946)	-	-	-	-	0.0%
Miscellaneous	166,988	144,933	139,692	158,026	149,279	(8,747)	-5.5%
Total Revenues	\$ 167,160	\$ 143,987	\$ 139,692	\$ 158,026	\$ 149,279	\$ (8,747)	-5.5%
Expenditures							
Personnel Services	\$ 36,045	\$ 36,755	\$ 27,101	\$ 36,736	\$ 29,279	\$ (7,457)	-20.3%
Supplies & Materials	-	-	-	-	-	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	141,000	111,000	113,209	120,000	120,000	-	0.0%
Other Charges	-	-	-	-	-	-	0.0%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 177,045	\$ 147,755	\$ 140,310	\$ 156,736	\$ 149,279	\$ (7,457)	-4.8%
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	(9,885)	(3,768)	(618)	1,290	-		
Beginning Fund Balance	128,918	119,033	115,265	114,647	115,937		
Ending Fund Balance	\$ 119,033	\$ 115,265	\$ 114,647	\$ 115,937	\$ 115,937		

City of Roseville

Tax Increment Financing Funds Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	1,211,482	1,400,327	2,429,997	1,425,000	2,305,000	880,000	61.8%
Intergovernmental Revenue	100,000			-	-	-	0.0%
Licenses & Permits	-			-	-	-	0.0%
Charges for Services	-			-	-	-	0.0%
Fines and Forfeits	-			-	-	-	0.0%
Cable Franchise Fees	-			-	-	-	0.0%
Special Assessments	-			-	-	-	0.0%
Investment Income	(848)	(386,774)	169,537	50,000	50,000	-	0.0%
Miscellaneous / Developer Fee	-	-	-	-	-	-	0.0%
Total Revenues	\$ 1,310,634	\$ 1,013,553	\$ 2,599,534	\$ 1,475,000	\$ 2,355,000	\$ 880,000	59.7%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials						-	0.0%
Utilities						-	0.0%
Contractual Services	623,780	510,879	831,426	1,475,000	2,355,000	880,000	59.7%
Other Charges						-	0.0%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 623,780	\$ 510,879	\$ 831,426	\$ 1,475,000	\$ 2,355,000	\$ 880,000	59.7%
Other Financing Sources (Uses)							
Transfers In	\$ 2,219		\$ 44,464	\$ -	\$ -	\$ -	0.0%
Transfers Out	(278,931)	(272,931)	(310,395)	-	-	-	0.0%
Sale of Assets / Bonds	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (276,712)	\$ (272,931)	\$ (265,931)	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	410,142	229,743	1,502,177	-	-		
Beginning Fund Balance	3,363,954	3,774,096	4,003,839	5,506,016	5,506,016		
Ending Fund Balance	\$ 3,774,096	\$ 4,003,839	\$ 5,506,016	\$ 5,506,016	\$ 5,506,016		

City of Roseville

EDA General Fund Financial Summary

9/10/2024

	2021	2022	2023	Amended 2024	2025	\$ Increase (Decrease)	% Incr. (Decr.)
Revenues	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
General Property Taxes	\$ 455,965	\$ 433,061	\$ 398,298	\$ 365,235	\$ 364,856	\$ (379)	-0.1%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	85,000	85,000	85,000	85,000	85,000	-	100.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	8,579	(175,103)	115,638	-	-	-	0.0%
Miscellaneous	24,125	23,125	-	23,125	-	(23,125)	0.0%
Total Revenues	\$ 573,669	\$ 366,083	\$ 598,936	\$ 473,360	\$ 449,856	\$ (23,504)	-5.0%
Expenditures							
Personnel Services	\$ 195,074	\$ 206,402	\$ 198,900	\$ 204,320	\$ 210,250	\$ 5,930	2.9%
Supplies & Materials	459	1,290	-	-	-	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	103,507	161,732	184,130	225,350	202,850	(22,500)	-10.0%
Other Charges	87,494	31,213	57,851	43,690	36,756	(6,934)	-15.9%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 386,534	\$ 400,637	\$ 440,881	\$ 473,360	\$ 449,856	\$ (23,504)	-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	187,135	(34,554)	158,055	-	-		
Beginning Fund Balance	609,693	796,828	762,274	920,329	920,329		
Ending Fund Balance	\$ 796,828	\$ 762,274	\$ 920,329	\$ 920,329	\$ 920,329		



Memo

To: Mayor and City Council and Pat Trudgeon, City Manager
From: Michelle Pietrick, Finance Director
Re: Taxable Property Values

At the June 17, 2024, council meeting we provided an update on preliminary 2025 property tax base changes based on data that was available from the County Assessor's website. The County Assessor's data is based on overall market value and showed an increase for 2025 of 1.10% over the 2024 market value. These values do not factor in what property is taxable and at what classification of taxability.

The County provides us with the total tax capacity of all properties (which is determined by each property's tax classification rate) and then subtracts the tax increment property values and the amount of value related to the fiscal disparities' contribution from our commercial properties. The result is our local tax capacity. Our final 2024 local tax capacity property value was \$71,587,958. Our estimated 2025 local tax capacity property value is \$69,640,693, which is a reduction of \$1,947,265 or 2.7%.

Attached is a table showing how the property tax impact is determined for the median valued home in Roseville using this data.

There are three main contributors to this reduction in the local tax capacity rate:

1. The legislature changed the classification of 4d property to 4d(1) which is an apartment classification for low income housing. Previously there was a two-tiered formula where the first tier was classified at .75% and the second tier has a class rate of .25%. All of these properties are now at one tier of .25% starting for taxes payable in 2025. While this only affected 13 parcels, it reduced our local tax capacity value by about \$600,000.
2. Minnesota Statute 273.13 changed the Homestead Market Value Exclusion Calculation. Previously, the exclusion was equal to 40% of the first \$76,000 minus 9% of the value between \$76,000 to \$413,800, with no exclusion for property valued over \$413,800. The new exclusion is equal to 40% of the first \$95,000 minus 9% of the value between \$95,000 to \$517,200, with no exclusion for property values over \$517,200. This reduced our local tax capacity value by about \$700,000 across all homestead parcels. Decreasing the market value of a property reduces the tax burden for a homeowner and shifts the burden to other classes of property such as higher valued homes and commercial/industrial properties.
3. Fiscal Disparity (FD) contribution value for Roseville commercial property is approximately \$1.2 million higher for 2025 versus 2024. FD contribution is a subtraction from the tax capacity values used to determine the local tax rate.

PROPOSED PAY 2025 PROPERTY TAX IMPACT WORKSHEET

City of Roseville

STEP 1 - Calculate the Taxing District's Tax Rate:

Item	Actual Pay 2024 (A)	Proposed Pay 2025 (B)	% Change (C)
1. Levy before reduction for state aids	28,785,280	30,273,603	5.2%
2. State Aids -	0	0	0.0%
3. Certified Property Tax Levy =	28,785,280	30,273,603	5.2%
4. Fiscal Disparity Portion of Levy -	2,133,816	2,244,129	5.2%
5. Local Portion of Levy =	26,651,464	28,029,474	5.2%
6. Local Taxable Value "Estimate" ÷	71,587,958	69,640,693	-2.7%
7. Local Tax Rate =	37.229%	40.249%	8.1%

STEP 2 - Calculate the Impact of the Taxing District's Rate on Residential Homestead Taxes:

13. Assumes a **3.03%** change in market value, which is the city median change.

(D)	(E)	(F)	(G)	(H)
Market Value Before Exclusion	Homestead Market Value Exclusion	Taxable Market Value	Tax Capacity	Taxing District Portion of Tax

Actual Pay 2024				
Pay 2024 MV	76,000 @40% - rem @ 9%	(D) - (E)	500,000@1.0% rem @ 1.25%	(A7 x G)
14. 349,900	5,700	344,200	3,442	\$1,281.42
15. 276,600	12,300	264,300	2,643	\$983.96
16. 354,300	5,400	348,900	3,489	\$1,298.92
17. 388,200	2,300	385,900	3,859	\$1,436.67
18. 436,800	0	436,800	4,368	\$1,626.16

Median Value Home 2024

Proposed Pay 2025				
Pay 2025 MV X 1.030	95,000 @40% - rem @ 9%	(D) - (E)	500,000@1.0% rem @ 1.25%	(B7 x G)
19. 360,500	14,100	346,400	3,464	\$1,394.21
20. 285,000	20,900	264,100	2,641	\$1,062.97
21. 365,000	13,700	351,300	3,513	\$1,413.94
22. 400,000	10,600	389,400	3,894	\$1,567.28
23. 450,000	6,100	443,900	4,439	\$1,786.64

Median Value Home 2025

Annual Dollar Changes in Values, Exclusions and Tax Impact					Annual Change	Per Month Tax Increase
24. 10,600	8,400	2,200	22	113		9.40
25. 8,400	8,600	-200	-2	79		6.58
26. 10,700	8,300	2,400	24	115		9.59
27. 11,800	8,300	3,500	35	131		10.88
28. 13,200	6,100	7,100	71	160		13.37

PROPOSED PAY 2025 PROPERTY TAX IMPACT WORKSHEET

Roseville EDA

STEP 1 - Calculate the Taxing District's Tax Rate:

Item	Actual Pay 2024 (A)	Proposed Pay 2025 (B)	% Change (C)
1. Levy before reduction for state aids	365,235	364,856	-0.1%
2. State Aids -	0	0	0.0%
3. Certified Property Tax Levy =	365,235	364,856	-0.1%
4. Fiscal Disparity Portion of Levy -	36,073	27,716	-23.2%
5. Local Portion of Levy =	329,162	337,140	2.4%
6. Local Taxable Value "Estimate" ÷	71,587,958	69,640,693	-2.7%
7. Local Tax Rate =	0.460%	0.484%	5.3%

STEP 2 - Calculate the Impact of the Taxing District's Rate on Residential Homestead Taxes:

13. Assumes a 3.03% change in market value, which is the city median change.

(D)	(E)	(F)	(G)	(H)
Market Value Before Exclusion	Homestead Market Value Exclusion	Taxable Market Value	Tax Capacity	Taxing District Portion of Tax

Actual Pay 2024				
Pay 2024 MV	76,000 @40% - rem @ 9%	(D) - (E)	500,000@1.0% rem @ 1.25%	(A7 x G)
14. 349,900	5,700	344,200	3,442	\$15.83
15. 276,600	12,300	264,300	2,643	\$12.15
16. 354,300	5,400	348,900	3,489	\$16.04
17. 388,200	2,300	385,900	3,859	\$17.74
18. 436,800	0	436,800	4,368	\$20.08

Median Value Home 2024

Proposed Pay 2025				
Pay 2025 MV X 1.030	95,000 @40% - rem @ 9%	(D) - (E)	500,000@1.0% rem @ 1.25%	(B7 x G)
19. 360,500	14,100	346,400	3,464	\$16.77
20. 285,000	20,900	264,100	2,641	\$12.79
21. 365,000	13,700	351,300	3,513	\$17.01
22. 400,000	10,600	389,400	3,894	\$18.85
23. 450,000	6,100	443,900	4,439	\$21.49

Median Value Home 2025

	Annual Dollar Changes in Values, Exclusions and Tax Impact					Annual Change	Per Month Tax Increase
24.	10,600	8,400	2,200	22	0.94	0.08	
25.	8,400	8,600	-200	-2	0.64	0.05	
26.	10,700	8,300	2,400	24	0.97	0.08	
27.	11,800	8,300	3,500	35	1.11	0.09	
28.	13,200	6,100	7,100	71	1.41	0.12	

2025 ESTIMATED Budget Impact on Median-Valued Home (monthly)

	<u>2024</u>	<u>2025</u>	<u>Dollar</u> <u>Change</u>	<u>Percent</u> <u>Change</u>
Property Tax Levy: City	\$ 106.79	\$ 116.18	\$ 9.39	8.79%
Property Tax Levy: EDA	1.32	1.40	0.08	6.06%
Combined Total	\$ 108.11	\$ 117.58	\$ 9.47	8.76%
Annual Change- City Only	\$1,281.48	\$1,394.16	\$112.68	8.79%
Property Value Impact			\$ 39.00	
Budget Increase Impact			\$ 73.68	

2025 Preliminary Levy - ESTIMATED Impacts to Homesteaded Single Family Properties
Depending on Estimated Market Values

\$285,000 Valued Homesteaded SF Residential Property

City Manager Recommended Budget-monthly

	2024	2025	\$ Chg.
Property Tax Levy: City	\$ 82.00	\$ 88.58	\$ 6.58
Property Tax Levy: EDA	\$ 1.01	\$ 1.07	\$ 0.06
Combined Total	\$ 83.01	\$ 89.65	\$ 6.64

\$360,500 Median Valued Homesteaded SF Residential Property

City Manager Recommended Budget-monthly

	2024	2025	\$ Chg.
Property Tax Levy: City	\$ 106.79	\$ 116.18	\$ 9.39
Property Tax Levy: EDA	\$ 1.32	\$ 1.40	\$ 0.08
Combined Total	\$ 108.11	\$ 117.58	\$ 9.47

\$365,000 Valued Homesteaded SF Residential Property

City Manager Recommended Budget-monthly

	2024	2025	\$ Chg.
Property Tax Levy: City	\$ 108.24	\$ 117.83	\$ 9.59
Property Tax Levy: EDA	\$ 1.34	\$ 1.42	\$ 0.08
Combined Total	\$ 109.58	\$ 119.25	\$ 9.67

\$400,000 Valued Homesteaded SF Residential Property

City Manager Recommended Budget-monthly

	2024	2025	\$ Chg.
Property Tax Levy: City	\$ 119.72	\$ 130.61	\$ 10.89
Property Tax Levy: EDA	\$ 1.48	\$ 1.57	\$ 0.09
Combined Total	\$ 121.20	\$ 132.18	\$ 10.98

\$450,000 Valued Homesteaded SF Residential Property

City Manager Recommended Budget-monthly

	2024	2025	\$ Chg.
Property Tax Levy: City	\$ 135.51	\$ 148.89	\$ 13.38
Property Tax Levy: EDA	\$ 1.67	\$ 1.79	\$ 0.12
Combined Total	\$ 137.18	\$ 150.68	\$ 13.50

Annual Estimated Tax Impact: General Commercial

<u>Value of Property</u>	2024	2025	<u>\$ Chg.</u>
1,000,000	\$ 7,190	\$ 7,748	\$ 558
2,000,000	\$ 14,659	\$ 15,798	\$ 1,138
3,000,000	\$ 22,129	\$ 23,847	\$ 1,719
4,000,000	\$ 29,598	\$ 31,897	\$ 2,299
5,000,000	\$ 37,068	\$ 39,947	\$ 2,879

noreply@civicplus.com <noreply@civicplus.com>

Fri 8/30/2024 9:49 AM

To:*RVCouncil <city.council@cityofroseville.com>;Pat Trudgeon <pat.trudgeon@cityofroseville.com>;Corey A. Yunke <corey.yunke@cityofroseville.com>;Shannon Prather <shannon.prather@cityofroseville.com>

Caution: This email originated outside our organization; please use caution.

2025 Roseville Resident Budget Priorities

The City of Roseville believes that those who are affected by a decision have a right to be involved in the decision-making process. in this spirit, City staff and City Council encourage residents to provide feedback and to ask questions throughout the budget process and in advance of the adoption of the 2025 budget.

Contact Information

First Name	roger
Last Name	hess jr
Address 1	1906 wagener place
Address 2	Field not completed.
City	roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	

1. In what ways does the preliminary budget align with your priorities for Roseville?	continues needed programs and services
2. In what ways does the preliminary budget not align with your priorities for Roseville?	a lot of "nice to have" things that are not necessary to the city's basic functions
What changes would you suggest for the 2025 City Budget?	i would hope the city will not continue to waste money to have the right to rent some fencing that will never be used. by the time the fence is installed the emergency would be over. better to spend the money on security covers that can be quickly installed over first level city hall doors and windows. stop hiring so many outside consultants! it has gotten out of hand the last 2-3 years!

NOTE: If you submit this form, please DO NOT mail the Roseville Resident Budget Priorities Form included in the September/October City News. Thank you!

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Thu 9/5/2024 5:05 PM

To:*RVCouncil <city.council@cityofroseville.com>;Pat Trudgeon <pat.trudgeon@cityofroseville.com>;Corey A. Yunke <corey.yunke@cityofroseville.com>;Shannon Prather <shannon.prather@cityofroseville.com>

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2025 Roseville Resident Budget Priorities

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Contact Information

First Name	Eric
Last Name	Schwartz
Address 1	1972 Prior Avenue North
Address 2	Field not completed.
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	

1. In what ways does the preliminary budget align with your priorities for Roseville?	It wants to pay the city workers well and hopefully help with the health insurance and other benefits.
---	--

2. In what ways does the preliminary budget not align with your priorities for Roseville?	This new budget is ridiculous. It in no way aligns with my priorities for Roseville. Last year Mr. Trudgeon asked for a 9% increase. He didn't get it and has not yet learned how to budget, even though he's been doing this for years. Now he's asking to basically get that with the difference between what was given him then and now. What's it going to be next year? Another 5% to fix the shortfalls of his continued mistakes?
---	--

More money for a new license center? It was just overhauled a few years ago. Do you all remember the water bill fiasco? The one where he made a mistake and we had to pay for it? How many consultants are paid to just take their ideas and pocket them? Do you remember the consultants for the cool new

"signs" to get people to Roseville? I do. Where are they? What about that wall for the police that he brought up the day before it was due? That helps no one, but he used emergency funds to pay for it - and the council let him. Attachment 8

While I have been a resident (11 years now) he keeps needing to up what we pay and not once have I seen the council tell him to go back to his office and find the money or spend better.

I love living here and this man is going to price us out of town with his increases and inability to look to the future.

What changes would you suggest for the 2025 City Budget?

I would suggest Mr. Trudgeon find a way to spend the money he has to help the city and the staff and not keep spending it on consultants and updating things that were updated and don't need it. I would suggest Mr. Trudgeon learn to work with what he has and he be penalized for shortfalls instead of keep giving this guy money to spend. That's what happens to us. Have you seen a water bill? Late? 10% penalty. Automatically. My CC company doesn't even charge that. My mortgage company doesn't even charge that. But the city utility. The gall. Changes? Go back to the drawaing board, find the most important shortfalls, get rid of the excess and use that for the shortfalls. If he can't do that - get rid of him and find someone who can.

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Sun 9/8/2024 11:42 AM

To:*RVCouncil <city.council@cityofroseville.com>;Pat Trudgeon <pat.trudgeon@cityofroseville.com>;Corey A. Yunke <corey.yunke@cityofroseville.com>;Shannon Prather <shannon.prather@cityofroseville.com>

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2025 Roseville Resident Budget Priorities

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Contact Information

First Name	Alicia
Last Name	House
Address 1	Owasso Hills Dr
Address 2	Field not completed.
City	Field not completed.
State	Field not completed.
Zip Code	Field not completed.
Home or Cell Phone Number	
Email Address	

1. In what ways does the preliminary budget align with your priorities for Roseville?	“Strategic use of grant funding” Please do proper vetting with grant funds. Do not spend more than 5% of the grant funds to distribute the grant funds. Decide what your goals are before granting out money and be sure people know what those are and have a detailed way of meeting those goals prior to being funded. Otherwise you are just throwing money into the wind, hoping something catches.
2. In what ways does the preliminary budget not align with your priorities for Roseville?	You say “investment to maintain city programs and workforce” Is this necessary? What if some of these programs are no longer needed? What if they are outdated programs? Can we reevaluate admin costs and roles? I am certain that there are staffing changes that could be consolidated or are not making a direct impact on the city.

What changes would you suggest for the 2025 City Budget?

Please stop increasing revenue and take a deep look at every penny and how it's currently being spent. I think everyone can agree there are costs we can cut. Continuing to tax your city will do it no favors. You must learn how to be responsible with funds and cut costs. This is budget 101.

Attachment 8

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noreply@civicplus.com <noreply@civicplus.com>

Sun 9/8/2024 12:56 PM

To:*RVCouncil <city.council@cityofroseville.com>;Pat Trudgeon <pat.trudgeon@cityofroseville.com>;Corey A. Yunke <corey.yunke@cityofroseville.com>;Shannon Prather <shannon.prather@cityofroseville.com>

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2025 Roseville Resident Budget Priorities

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Contact Information

First Name	austin
Last Name	stroming
Address 1	Field not completed.
Address 2	Field not completed.
City	Field not completed.
State	Field not completed.
Zip Code	Field not completed.
Home or Cell Phone Number	Field not completed.
Email Address	

1. In what ways does the preliminary budget align with your priorities for Roseville?	The preliminary budget supports fire and police departments which are crucial to keeping Roseville residents safe.
2. In what ways does the preliminary budget not align with your priorities for Roseville?	I do not support a tax increase of 5.17%. The cost of living for residents is already high and may are struggling financially. Increasing taxes will only stress residents budgets more. Find ways to make cuts to the city budget to prevent a tax increase. Start with cutting staff from Public Works and General Government areas. Then cut unnecessary programs like the Neighborhood Enhancement Program. Finally reduce the number of permits required by residents for non-critical things such as owning a chicken coup. This will reduce workload on staff allowing for roles and responsibilities to be changed to more important tasks or even staff reduction to decrease the necessary budget.
What changes would you suggest for the 2025 City	Make necessary budget cuts, including decreasing staff and programs to prevent a tax increase as residents are already

Budget?

struggling financially due to increased cost of living.

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Mon 9/9/2024 11:13 AM

To:*RVCouncil <city.council@cityofroseville.com>;Pat Trudgeon <pat.trudgeon@cityofroseville.com>;Corey A. Yunke <corey.yunke@cityofroseville.com>;Shannon Prather <shannon.prather@cityofroseville.com>

Caution: This email originated outside our organization; please use caution.

2025 Roseville Resident Budget Priorities

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Contact Information

First Name	Jane
Last Name	Engebretson
Address 1	2742 Sheldon Street
Address 2	Field not completed.
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
1. In what ways does the preliminary budget align with your priorities for Roseville?	Field not completed.
2. In what ways does the preliminary budget not align with your priorities for Roseville?	The City of Roseville needs to “live within its means” like so many of its citizens must do. I own my own home and am really hoping to be able to keep it. A substantial increase in taxes every single year makes this goal a little harder. Please consider this request.
What changes would you suggest for the 2025 City Budget?	Field not completed.

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Thu 9/12/2024 4:57 PM

To:*RVCouncil <city.council@cityofroseville.com>;Pat Trudgeon <pat.trudgeon@cityofroseville.com>;Corey A. Yunke <corey.yunke@cityofroseville.com>;Shannon Prather <shannon.prather@cityofroseville.com>

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2025 Roseville Resident Budget Priorities

The City of Roseville believes that those who are affected by a decision have a right to be involved in the decision-making process. in this spirit, City staff and City Council encourage residents to provide feedback and to ask questions throughout the budget process and in advance of the adoption of the 2025 budget.

Contact Information

First Name	Jonathan
Last Name	Simmons
Address 1	3036 Pascal Street
Address 2	Field not completed.
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	Field not completed.
Email Address	

1. In what ways does the preliminary budget align with your priorities for Roseville?	I agree with investing in city infrastructure and programs.
2. In what ways does the preliminary budget not align with your priorities for Roseville?	Why does the proposed tax go up 0.5% more than the projected expenses? Do not tax more than is necessary.
What changes would you suggest for the 2025 City Budget?	Check where expenses can be cut given that inflation is hitting residents hard.

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tubman.org

July 2, 2024

Pat Trudgeon
City of Roseville
Roseville City Hall
2660 Civic Center Dr.
Roseville, MN 55113

Tubman Chrysalis Center
4432 Chicago Ave S
Minneapolis, MN 55407

Harriet Tubman Center East
1725 Monastery Way
Maplewood, MN 55109

Dear Mr. Trudgeon,

I wanted to reach out to provide an update to your City Council regarding the status of funding conversations with Ramsey County regarding our legal advocacy services. In April, Tubman's CEO, Jen Polzin, and I had an opportunity to meet with Commissioner Reinhardt, Commissioner Martinson, County Manager Berg, and St. Paul and Ramsey County Intervention Project CEO, Shelley Cline, to discuss this issue further. You were also in attendance at that meeting.

As you may recall, our commissioners highlighted these vital services for victim/survivors of relationship violence within our communities and expressed interest in advocating for additional state and federal dollars. ***However, they are not able to provide further county funding.*** It is my understanding that they would like us to continue to reach out to the suburban city governments for additional support.

As outlined in my previous letter to systems partners (attached), Ramsey County provides grants for Tubman's NorthStar Youth Outreach Center and emergency housing support. Tubman is so grateful for the current county support we receive, but unfortunately, the inability to provide additional county funding is not helpful in terms of preserving our legal advocacy services. These monies can only be used for their designated purpose, and our youth outreach center is specifically focused on "local homeless prevention aid for youth."

In our previous email exchange, you asked for additional information regarding Tubman legal services to residents of Roseville, what a service contract may look like, and the proposed cost to the City. Please see the requested information below.

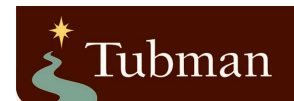
Tubman legal services to the community of Roseville in 2023 included the following:

144 clients received 960 legal advocacy services (an average of 7 services per client)
-including ongoing safety planning, criminal and civil legal advocacy, drafting Orders for Protection, emotional support, Safe at Home confidentiality address application assistance, connection to internal and external resources, and communication with city prosecutors and law enforcement on their behalf.

The staffing costs to support these legal advocacy services in 2023 was \$44,834.34.

9 clients received attorney services on 10 cases (provided from other funding sources)
-including legal advice, e-filing services, brief services clinics, and representation.

In addition to our legal services, Tubman offers emergency shelter for people of all genders experiencing violence and our Safe Journeys onsite transitional housing program for youth who are victims of sex trafficking or relationship violence; rapid rehousing in scattered sites across



Ramsey County; mental and chemical health counseling; youth diversion, mentorship, and leadership development; the NorthStar Youth Outreach Center; support groups, a closing closet, financial assistance through our Freedom Fund, and more.

Over the last year, as we looked at ways to preserve our legal advocacy services to victim/survivors in Ramsey County, my team and I met with 11 of the 15 suburban city governments (most more than once), and we are thankful for the financial support we have received from the following cities:

Falcon Heights- \$5,000 for both 2023 and 2024

Mounds View--\$25,500 for both 2023 and 2024

Vadnais Heights--\$14,000 for 2024

For each of the above cities, Tubman entered into a yearly Professional Services Agreement to provide a number of specific advocacy services to victim/survivors of relationship violence within their city. I would be happy to provide additional details on these contracts as requested.

In addition, Ramsey County Attorney Choi committed \$40,000 to Tubman's Legal Advocacy program in 2024 in a one-time award from the county's civil forfeiture funds. He also recommended having further conversations with the County Board and city governments to discuss sustainable options moving forward. As directed, I have had several additional conversations with suburban city officials in the last several months and would really appreciate the opportunity to meet with your Council as well.

I hope all of this information is helpful. Please let me know if you have any additional questions, and I look forward to meeting to talk further.

With gratitude,
Jennifer

Jennifer Dickinson (she/her/hers)

Director of Legal Services

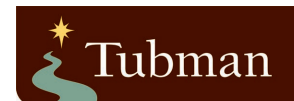


direct: 651-789-6720

crisis: 612-825-0000

jdickinson@tubman.org

www.tubman.org



Get Help: 612.825.0000
Give Help: 612.825.3333
tubman.org

February 19, 2024

Tubman Chrysalis Center
4432 Chicago Ave S
Minneapolis, MN 55407

Dear Systems Partners,

Harriet Tubman Center East
1725 Monastery Way
Maplewood, MN 55109

I hope all of you are doing well as we settle into 2024.

As most of you know, Tubman had several conversations with suburban Ramsey County city governments in the last year regarding our need for additional sustainable funding to preserve our legal advocacy services within the communities we serve. In fact, many of you were part of those conversations. We deeply appreciate your support and feedback as we evaluate next steps in this process.

I am reaching out to share additional detailed information regarding Tubman's Ramsey County legal advocacy services, impacts due to lack of necessary funding, and the steps taken to address the ongoing need for additional support. Tubman is interested in having further conversations on both the state and local levels in the hopes of securing additional funding to continue these critical services for victim-survivors of relationship abuse.

Tubman's Ramsey County Legal Advocacy team specifically provides criminal and civil legal advocacy services to all of our suburban Ramsey County cities. Tubman is the **only** community advocacy agency that provides criminal legal advocacy to victims of relationship violence in the suburbs (occasionally providing co-advocacy with culturally-specific organizations), and our advocates work closely with the suburban city prosecutors and law enforcement agencies to obtain information, provide victim input, and act as a liaison between the victim and the system—and we no longer receive any funding from Ramsey County to provide these services.

Legal Services Provided:

Tubman's legal services include the following: partnering with law enforcement in all the suburban jurisdictions to provide intervention services in response to domestic assault 911 calls; covering all of criminal court advocacy to ensure victims' rights are met through the criminal legal system; legal clinics regarding divorce, custody, child support, and other family law issues; pro bono attorney representation; and assistance drafting Orders for Protection, including providing civil advocacy throughout the process of obtaining this important order. Further, since COVID began, Tubman advocates have been drafting Orders for Protection remotely with clients, and a Tubman staff attorney e-files the orders on their behalf. We continue to offer this service remotely, as client feedback strongly indicates that this allows for much easier access and flexibility to complete this process. Tubman is unique in Minnesota because of our comprehensive continuum of services across the entire organization. We serve each victim-survivor and their family holistically and address their legal situation as well as other needs through



other Tubman programs and external resources with the goal of removing barriers to access, so the client and their family can move forward with as much support as possible.

Last fiscal year, Tubman assisted 4,100 victim-survivors of domestic abuse through the criminal and/or civil court processes, 1,154 of whom were in Ramsey County.

Ramsey County Legal Funding History:

Tubman applies for the “Domestic Violence Support Services” grant through Saint Paul-Ramsey County Public Health when it comes up for RFP to request support for our Ramsey County Legal Advocacy program. Tubman’s history with this grant is as follows:

- May 2020-present: \$0
- May 2015- April 2020: \$25,000/yr
- 2010-2014: \$39,317/yr
- 2005-2009: \$45,038/yr

NOTE: There was a separate Joint Prosecution Project grant in partnership with the County Attorney’s office funded by MN Office of Justice Programs that provided \$46,500 each year for 2015-2016, but that project did not continue after the funding period.

Impact of Funding Cuts:

Unfortunately, we have had to make some difficult decisions in the last few years after the entirety of the Ramsey County Domestic Violence Support Services funding was awarded to the St. Paul Intervention Project. Tubman’s loss of Ramsey County funding plus the fact that State crime victim services funding has remained at the same level since 2018 despite rising costs meant that we had to cut staffing as well as limit the scope of service to Ramsey County residents—even while demand for legal services rose dramatically. Previously the Ramsey County Legal Advocacy Team was staffed at 4.5 FTEs. In 2020, due to the reduction of county funding to zero, we eliminated a .5 FTE Legal Advocate position. In October 2021, we had to go a step further and eliminate an additional full-time Legal Advocate position leaving only 3 FTEs on the team. Because of this, we no longer had enough capacity to serve all victims of domestic violence in suburban Ramsey County and made the very hard decision to focus on intimate partner relationship violence only. That reduction has resulted in over 20% less clients served in the last year.

Additionally, although we have had to reduce services, requests for legal assistance have continued to skyrocket. Tubman received over 3,900 calls related to requests for legal services in the last fiscal year. That is in addition to the information and referrals that criminal and civil court clients received in person, in writing, or by phone. This data reflects the ongoing high demand for legal services, and additional resources are needed to meet that need.

Additional Services Tubman Provides to Ramsey County Residents:

In addition to our legal services, Tubman offers emergency shelter for people of all genders experiencing domestic violence and our Safe Journeys onsite transitional housing program for youth who are victims of sex trafficking or relationship violence (both located at Tubman East in Maplewood); rapid rehousing in scattered sites across Ramsey County; mental and chemical health counseling; youth diversion, mentorship and leadership development; in-school violence prevention curriculum; the NorthStar Youth Outreach Center in Maplewood Mall; support groups, a clothing closet, Jobs Education & Finance support, and more.

Each year more than 16,000 people access Tubman services to develop safety plans, meet their goals, and keep going forward from fear to freedom. A preliminary review of last year's data shows that 3,960 clients served in all programs were Ramsey County residents. Another 6,954 people didn't share what county they were from—and based on consistent data history, it's likely that at least 1/3 of them are from Ramsey County.

Recent Ramsey County funding for services other than legal includes:

- 2022: Awarded \$15,000/yr for 3 years for emergency housing support
- 2024: Awarded \$112,125/yr for 5 years to expand staffing and hours at NorthStar Youth Outreach Center at Maplewood Mall to better serve homeless youth.

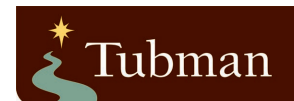
Suburban City Funding:

Over the last year, we have looked at ways to preserve our legal advocacy services. Tubman's Director of Legal Services and Ramsey County Legal Advocacy staff met with 11 of the 15 suburban city governments (most more than once) to share information about Tubman's services and explore ways to work together to maintain these services within their communities. We are thankful for the financial support we have received from the cities of Falcon Heights, Maplewood, Mounds View, and Vadnais Heights. However, several of the suburban city councils indicated that they faced tough budget years and could not provide any support. Several councilmembers across cities also shared their belief that this service should be funded by Ramsey County instead and have directed us to pursue conversations with our County Commissioners.

Further, we have been in communication with Ramsey County Attorney Choi, and he has committed \$40,000 to Tubman's Ramsey County Legal Advocacy program for 2024 in a one-time award from the county's civil forfeiture funds. He also recommended having further conversations with the County Board and city governments to discuss sustainable funding options moving forward.

Next steps:

In that regard, Tubman CEO, Jen Polzin, and I met with Ramsey County Commissioner Victoria Reinhardt at the end of last year to share our concerns. Commissioner Reinhardt asked that we provide additional information regarding this issue, which was



sent to her via email in January 2024. It is our understanding that she planned to share this information with the full County Board, and we hope to have further discussions with them in the near future. In addition, I will be reaching out once again to our suburban city governments to have further conversations around potential funding support for 2025.

Finally, due to continued stagnant state funding affecting victim services agencies across the state, there is also a pending bill in the state legislature requesting an increase of \$20 million in crime victims services funding in this session. Tubman is a member of the Violence Free Minnesota (VFMN) Coalition, who is one of the coalitions representing several victim service agencies in this request.

As demonstrated, Tubman is committed to exploring all avenues to reach the goal of developing a sustainable funding model to provide these essential services to victim-survivors of domestic violence moving forward.

I hope this information is helpful. Please feel free to reach out with any questions or if you would like to talk further. I'm happy to share additional information as needed.

As always, thank you for your ongoing commitment in meeting the safety needs of your communities. Tubman is incredibly grateful for your support, and we look forward to working in partnership to provide these services for many years to come.

Sincerely,

Jennifer Dickinson
Director of Legal Services
Tubman
jdickinson@tubman.org
651-789-6720



Memo

To: Roseville City Council
From: Patrick Trudgeon, City Manager
Date: September 18, 2024
Re: NYFS Domestic Violence and Sexual Assault Services

As the City Council is considering funding for Tubman, a non-profit that among other things, provides legal advisory services to victims of domestic violence and sexual assault (DVSA), I have been asked to by Councilmember Etten to provide information about a new program that Northeast Youth and Family Services (NYFS) has recently begun. The new program provides counseling and legal advocacy to victims of domestic violence and sexual assault.

Police Chief Erika Scheider and I met with Angela Lewis Dmello, Executive Director of NYFS and learned the following:

- NYFS received a federal grant from the Office of Justice Programs (OJP) in the amount of \$350,000 to set up the program. NYFS expects OJP to continue funding the program annually at that same amount for the next 5 years.
- The grant award allowed them to set up the program and staff it with two advocates and two therapists. One of the advocates would focus on providing adults with DVSA services, the other would focus on providing a wide range of services to youth (under 21) that would include DVSA services. The two therapists would provide therapy (group and individual) to the victims.
- These positions are in addition to the Community Advocate that is already in place and funded by several cities, including Roseville.
- They are fully staffed in all 4 of the new positions and have been operating since April, 2024.
- On the advocacy side, the NYFS programs would provide similar services that Tubman does such as helping victims file order for protections and restraining orders as well as helping them navigate through the legal system. However, one big difference is that NYFS does not provide 24-hour advocacy services like Tubman does.
- Like Tubman, NYFS does not charge the users for using their DVSA services.
- NYFS does not have a need for any direct city funding at this time but may in the future once federal funding runs out.

- To this point, the RPD has not fully utilized the new NYFS program, and we discussed ways to make sure it is an option for the City to utilize to assist victims.

It should be noted that since NYFS does not provide 24-hour services, there would be a gap in being able to provide victims of DVSA immediate help if an incident occurs overnight. Having victims able to access assistance 24-hours a day has been a big national priority for the past 25-years. The City would still need to rely on using organizations such as Tubman to help provide DVSA victims with services in the overnight hours. Having said that, the new NYFS program is a valuable addition to the DVSA programs in Ramsey County and the City intends to utilize NYFS when the circumstances are right.

Domestic Violence and Sexual Assault Services

HOME • COMMUNITY SERVICES • DOMESTIC VIOLENCE AND SEXUAL ASSAULT SERVICES

Restoring Power Program

NYFS is excited to be launching Domestic Violence and Sexual Assault advocacy and therapeutic services for our community. At NYFS we work together as an interdisciplinary team to provide wrap-around supports and services to help you meet your goals.

Our Restoring Power Program is here to support you as you seek safety, stability, and healing while navigating an experience of interpersonal trauma.

At NYFS we support victim- survivors who have experienced a range of abusive behaviors from others, including emotional, psychological, physical, technological, and sexual violence. If you are interested in more information about what constitutes abuse, click [HERE](#).



compassion & trust

EXPLORE MORE

[Community Advocate Program](#)

[Youth Diversion](#)

[Community Connections](#)

EXIT THIS PAGE QUICKLY

work with children, adolescents, and adults. In our work with children, we recognize and help to heal the effects of
experiencing violence, even when the child has not directly experienced abuse. If you are interested in more information about

the effects of witnessing violence on youth, click [HERE](#).

Attachment 9

We support individuals and families as they seek safety in many different ways. People come to NYFS with a variety of situations and needs, which can include:

- The family wants to stay together and for the violence to stop
- A person is in the process of leaving or has left an abusive relationship
- The relationship violence was years or decades ago and the person is interested in deepening their healing and sense of connection to themselves, others, and/or a larger sense of meaning and purpose.

If you think you or someone you care for has experienced any form of abuse or trauma, please reach out today to get support and resources to help you seek safety and recovery.

NYFS offers many different services within our Restoring Power Program:

- Safety Planning
- Emotional Support and Coping Skills
- Learning about abuse, its effects, and opportunities for healing
- Information about victim rights and resources
- Case Management and Resource Referral
- Legal advocacy – court and law enforcement interview accompaniment, applying for an Order for Protection or Harassment and Restraining Order
- Individual Therapy – for all ages and is typically helpful for reducing mental health symptoms of trauma
- Group Therapy – a variety of groups for all ages
 - Victim Survivor Therapeutic Support Group – Thursdays starting October 3, 2024 at the White Bear Lake office. See [flyer](#) or call 651-486-3808 to find out more about participating. Zero cost to participate.

► **Youth and Young Adult Advocacy (12 – 21 years old)**

► **Adult Advocacy (21 and older)**

► **Youth Therapy (4 – 17 years old)**

► **Adult Therapy (18+ years old)**

City Council/Mayor Salaries			
Ramsey County Cities			
	City Council	Mayor	Note
	Annual	Annual	
Roseville	\$ 7,020.00	\$ 9,300.00	Since 1/1/2002
Mounds View	\$ 6,000.00	\$ 7,200.00	
Little Canada	\$ 6,250.00	\$ 7,500.00	Effective 1/1/25
North St. Paul	\$ 5,700.00	\$ 6,900.00	
Falcon Heights	\$ 3,600.00	\$ 5,400.00	Since 1999
Arden Hills	\$ 7,452.00	\$ 8,250.00	Effective 1/1/25
Vadnais Heights	\$ 6,000.00	\$ 7,200.00	
Maplewood	\$ 15,341.13	\$ 17,429.73	
Lauderdale	\$ 3,000.00	\$ 4,500.00	Since 2012
Shoreview	\$ 7,980.00	\$ 10,752.00	Effective 1/1/25
St. Anthony	\$ 7,200.00	\$ 8,700.00	
White Bear Lake	\$ 7,500.00	\$ 9,600.00	
Average	\$ 6,920.26	\$ 8,560.98	
Median	\$ 6,125.00	\$ 7,350.00	
Roseville	\$ 7,020.00	\$ 9,300.00	
Metro Cities	City Council	Mayor	Note
	Annual	Annual	
Bloomington	\$ 12,396.00	\$ 26,400.00	
Woodbury	\$ 12,006.00	\$ 16,680.00	
Edina	\$ 12,700.68	\$ 15,964.53	
Hopkins	\$ 12,500.00	\$ 15,000.00	
Richfield	\$ 10,807.51	\$ 13,924.18	
Brooklyn Center	\$ 10,214.00	\$ 13,341.00	
Cottage Grove	\$ 9,480.00	\$ 12,585.00	
Inver Grove Heights	\$ 8,200.00	\$ 11,400.00	
Fridley	\$ 7,761.78	\$ 10,688.60	
Oakdale	\$ 7,020.00	\$ 8,400.00	
Average	\$ 10,308.60	\$ 14,438.33	
Median	\$ 10,510.76	\$ 13,632.59	
Roseville	\$ 7,020.00	\$ 9,300.00	
Combined (Ramsey County and Metro)			
Average	\$ 8,614.43	\$ 11,499.65	
Median	\$ 8,317.88	\$ 10,491.30	
Roseville	\$ 7,020.00	\$ 9,300.00	

Comparable City 2025 Levy Comparison
Preliminary Levy - September 2024

City	Levy Increase %
Edina	13.14%
Maplewood	12.79%
Brooklyn Center	8.96%
Eagan	8.20%
Coon Rapids	7.85%
Minnetonka	7.23%
St. Louis Park	7.20%
Burnsville	7.06%
Oakdale	6.20%
Fridley	5.50%
Richfield	5.36%
Roseville	5.17%
Average	7.89%
Median	7.22%

Ramsey County 2025 Levy Comparison
Preliminary Levy - September 2024

City	Levy Increase %
Vadnais Heights	17.50%
White Bear Lake	15.70%
Arden Hills	14.00%
North Oaks	12.80%
Maplewood	12.49%
White Bear Township	12.00%
New Brighton	11.60%
Lauderdale	10.38%
North St. Paul	9.80%
Falcon Heights	9.75%
Little Canada	9.50%
Mounds View	9.00%
St. Paul	7.90%
Shoreview	6.63%
St. Anthony	6.00%
Roseville	5.17%
Average	10.64%
Median	10.09%

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/18/2024

Item No.: 7.b.

Department Approval



City Manager Approval



Item Description: Receive the 2023 Cash Reserve Fund Report and consider transfers

Background

The Operating Fund Reserve Policy, as revised on September 20, 2021, (*Attachment 1*) states that excess reserves above the maximum reserve level for that specific fund (less funds needed for capital expenditures and funds received as donations) shall be placed into the Cash Reserve Fund.

Identifying Excess Cash Reserves

Attachment 2 shows the cash reserve levels along with the targets for each fund. In accordance with the cash reserve policy, the following amounts have been identified to be in excess of the high target reserve level for each fund. Therefore, these amounts should be transferred to the cash reserve fund.

Parks & Recreation fund	\$162,207 above the high target range of 30%
License Center Fund	\$327,318 above the high target range of 15%

Parks and Recreation fund achieved higher than anticipated reserves as a result of higher participation in various programs than were anticipated during the budget preparation.

License Center fund received a one-time transfer of \$127,697 from the State to offset additional time spent processing driver's licenses on the new MNDRIVE system. Deputy Registrars are now doing all the data entry that previously was done by the State, so in recognition of the additional time it takes to process these transactions, a one-time infusion was received.

General Fund, exclusive of the cash reserve fund, ended the year at a 38% cash reserve level, which is a good financial sign. When the City's Comprehensive Annual Financial Report is prepared, the Cash Reserve Fund is rolled up with this fund, so the audit report will show a higher reserve level.

Communications fund ended the year with a 12% cash reserve level, which is within the target range set for this fund of 10%-30%.

Information about other city fund balances will be included as part of the audit presentation in May.

Financial Sustainability Impacts

As noted last year, the COVID-19 pandemic demonstrated why the City has reserves and the impacts that can occur from unforeseen events. The fund balance policies are set up to address such unforeseen situations. The general fund reserve is set at a higher level as this fund is primarily funded through property taxes but also serves as the fund that provides financial support in the short term should another fund fall below its minimum fund balance. Based on reserve fund policies and operational needs, staff recommends that the following amounts should be transferred to the cash reserve fund, for a net of \$489,525:

- \$162,207 from Parks & Recreation fund to the cash reserve fund
- \$327,318 from License Center fund to the cash reserve fund

Policy Objectives

It is recommended that the City adhere to its established fund reserve policies both in the movement of excess cash reserves and in the maintenance of minimum balances.

Racial Equity Impact Summary

There is no direct equity impact to the fund transfers recommended in this staff report.

Budget Implications

See above.

Staff Recommendations

Staff recommends the City Council receive the 2023 Cash Reserve Fund report showing the transfer in of \$489,525 to the Cash Reserve Fund and make a motion authorizing those transfers from the Parks & Recreation fund and the License Center fund.

Requested Council Action

Motion to receive the 2023 Cash Reserve Fund report showing the transfer of \$162,207 from the Parks & Recreation fund and \$327,318 from the License Center fund to the Cash Reserve Fund.

Prepared by: Michelle Pietrick, Finance Director

Attachments:

1. Operating Reserve Policy
2. 2023 Unaudited Cash Reserves

City of Roseville

Cash Reserve Levels: Unrestricted Operating Funds

12/31/23 Cash Reserves Updated 3/11/2024

Cash Reserve Levels: *Unrestricted* Operating Funds

	12/31/2023	Less	12/31/2023	12/31/2023	2024			12/31/2023	12/31/2023		
	Cash	From	Available	Reserve	Operating	Target	Target	Low Target	High Target	Variance from	Variance from
<u>Operating Fund</u>	<u>Reserves</u>	<u>Donations</u>	<u>Reserves</u>	<u>Level</u>	<u>Budget</u>	<u>Low</u>	<u>High</u>	<u>Level</u>	<u>Level</u>	<u>Low Target</u>	<u>High Target</u>
General: Primary	\$ 8,973,090	\$ (93,340)	\$ 8,879,750	38%	\$23,637,883	35%	50%	\$ 8,273,259	\$ 11,818,942	\$ 606,491	\$(2,939,192)
General: Cash Reserve Fund	717,390	-	717,390								
Parks & Recreation	2,334,066	(337,281)	1,996,785	33%	6,115,259	20%	30%	1,223,051	1,834,578	773,734	162,207
Communications	78,343	-	78,343	12%	631,260	10%	30%	63,126	189,378	15,217	(111,035)
License Center	665,849	-	665,849	30%	2,256,876	10%	15%	225,688	338,531	440,161	327,318

(1) See analysis below

City of Roseville

Cash Reserve Levels: Cash Reserve Fund

Unaudited 12/31/23 Cash Reserves Updated 3/12/2024

	Year	Funding Sources (Uses)						Excess Cash Reserve Fund
		General	Information Technology	Parks & Recreation	License Center	Communi-cations	Use of Funds	
Cash Balance: January 1	2018	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contributions	2018	-	170,000	635,000	81,000	-	-	886,000
Cash Balance December 31	2018	-	170,000	635,000	81,000	-	-	886,000
Contributions	2019	-	234,924	169,985	249,140	124,947	-	778,996
Interest Revenue	2019	10,084	-	-	-	-	-	10,084
Tranfer to Gen Fd-min. balance	2019	-	-	-	-	-	(918,583)	(918,583)
Cash Balance December 31	2019	10,084	404,924	804,985	330,140	124,947	(918,583)	756,497
Contributions	2020	-	193,990	-	-	-	-	193,990
Interest Revenue	2020	6,323	-	-	-	-	-	6,323
Equity Consultant	2020	-	-	-	-	-	(100,000)	(100,000)
Trf to Parks & Recreation	2020	-	-	-	-	-	(235,798)	(235,798)
Trf to License Center	2020	-	-	-	-	-	(354,958)	(354,958)
Cash Balance December 31	2020	16,407	598,914	804,985	330,140	124,947	(1,609,339)	266,054
Contributions	2021	-	360,160	79,662	-	-	-	439,822
Interest Revenue	2021	1,070	-	-	-	-	-	1,070
Cash Balance December 31	2021	17,477	959,074	884,647	330,140	124,947	(1,609,339)	706,946
Contributions	2022			20,317				20,317
Trf to Communications	2022						(31,436)	(31,436)
Interest Revenue	2022	10,444						10,444
Cash Balance December 31	2022	27,921	959,074	904,964	330,140	124,947	(1,640,775)	706,271
Trf to Parks & Rec Vehicle & Equip	2023						(200,000)	(200,000)
Contributions				162,207	327,318			489,525
Interest Revenue	2023	9,496						9,496
Cash Balance December 31		37,417	959,074	1,067,171	657,458	124,947	(1,840,775)	1,005,292

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/23/2024

Item No.: 7.c.

Department Approval



City Manager Approval



Item Description: Consider Refunding Water Meter Deposits through Transfer from Sanitary Sewer Fund Balance

Background

At the March 18, 2024, meeting, the City Council adopted an ordinance to eliminate the collection of water meter deposits. Previously, the City Code required a meter deposit to be charged for all new meter installations and new customers. When customers changed as homes were sold, the old meter deposit was returned, and a new meter deposit was required from the new customer. This created a lot of accounting and tracking as meter deposit costs change over time.

As part of the council report, the Public Works Director noted that it would likely take 40–50 years to deplete the deposit account if the city refunded the deposit when the property was sold. The City Council asked staff to come up with a plan to refund these water meter deposits sooner than 40–50 years.

The water meters measure the consumption of water, which is then billed to the customer for water and sanitary sewer consumption. Historically, the water fund has paid for any costs associated with the meters and the sanitary sewer fund has not paid anything towards these costs. The sanitary sewer fund receives revenue based on the metered water and should have been allocated a portion of the cost of the meters.

The current balance of the water meter deposits is \$1.44 million. The water fund had a cash balance of \$837,986 and the sewer fund had a cash balance of \$3,780,483 as of December 31, 2023.

Staff have analyzed a couple of options, one being to split the refunds over a period of time, such as 3–5 years. This would result in more staff time to apply the refunds to the accounts but would allow for the cash in the water fund to build up enough to refund these deposits. The other option, given the fact that the sanitary sewer fund derives revenue from water consumption, would be to tap the cash balance in that fund and transfer the dollars over to the water fund. The following chart shows the estimated impact of transferring cash from the sanitary sewer fund to the water fund and then refunding the meter deposits. The sewer fund has sufficient cash to make this transfer and still cover current year's operations and capital needs. If this option is approved, Finance staff would apply the deposits as credits to the fourth quarter utility bill.

Cash Balances - Water and Sewer Funds			
Refunding Water Meter Deposits			
		Water	Sewer
12/31/23 Cash Balance		\$ 837,986	\$ 3,780,483
Transfer between funds		\$ 1,446,000	\$(1,446,000)
Refund Water Meter Deposits		\$(1,446,000)	\$ -
Balance after refund		\$ 837,986	\$ 2,334,483
Amount needed for operating reserves (15% of the budget)		\$ 1,374,542	\$ 771,387

Staff discussed the options for refunding water meter deposits with the Finance Commission at their June 13 meeting. The commission unanimously endorsed the transfer of money from the sanitary sewer fund to the water fund.

Policy Objectives

To refund water meter deposits based on changes made to Chapter 801.10 of the Roseville City Code.

Equity Impact Summary

There are no anticipated equity impacts.

Budget Implications

As noted above.

Staff Recommendations

Staff recommends transferring money from the sanitary sewer fund to the water fund, so refunds of the water meter deposits could occur in the fourth quarter of 2024.

Requested Council Action

Approve the transfer of funds from the sanitary sewer fund to the water fund in the amount of \$1.446 million to enable the refunding of water meter deposits in the fourth quarter of 2024 through a credit on the utility bills.

Prepared by: Michelle Pietrick, Finance Director

Attachments:

1. City Council Meeting Minutes March 18, 2024
2. Finance Commission Meeting Minutes June 13, 2024

Regular City Council Meeting**Monday, March 18, 2024****Page 2**

Mayor Roe noted that the adoption of this proclamation is hand in hand with those efforts and is part of being accepted by the Met Council as working towards the housing goals that are set for the City of Roseville. It is important that this is done and to also have the policies in place and actions to back that up.

Roll Call

Ayes: Etten, Schroeder, Groff, Strahan, and Roe.

Nays: None.

c. Recognition of Outgoing Commissioners

Mayor Roe and the City Council recognized the outgoing Commissioners of the various Commissions in the City. Five Commissioners leaving terms in 2024 and three additional past Commissioners.

Ms. Olson gave a presentation to the City Council. She indicated the following Commissioners are leaving:

Finance Commission:

Wanda Davies

Human Rights, Inclusion and Engagement Commission:

Amanda Becker, William Hill, Kathryn Macomber, Laura Palmquist and Lori-Anne Williams

Parks and Recreation Commission:

Darrell Baggenstoss, Leah Ybarra

Mayor Roe presented a certificate to Kathryn Macomber for her service on the Human Rights, Inclusion and Engagement Commission and thanked her for her service.

Ms. Macomber stated it was an enjoyable time on the Commission and she enjoyed the people she worked with while on the Commission.

6. Items Removed from Consent Agenda**7. Business Items****a. Consider Ordinance Amending Chapter 801 of Roseville City Code, Water Meters**

Public Works Director Jesse Freihammer briefly highlighted this item as detailed in the Request for Council Action and related attachments dated March 18, 2024.

Public Comment

Mayor Roe offered an opportunity for public comment.

Regular City Council Meeting
Monday, March 18, 2024
Page 3

Mr. Roger Hess, Jr., Wagener Place

Mr. Hess indicated he was always interested in finding out how City fees are determined. He thought it was interesting that the new fee is exactly the same as what the previous deposit was. He wondered if, with the new fee, are the people buying the meter because he assumed it cost \$340. He also wondered with the new fee, are the property owners purchasing the meters with them owning the meters or are there some other expenses that just happen to add up to \$340. He found out last week that the City has not been holding onto the deposit money; it has been spent. He thought it would have been put into a fund with interest added onto it but the City does not have the money to give back. He suggested the City start using the Cash Reserve Fund to pay people back their meter deposits.

Mr. Freihammer explained the meter deposit and the new proposed meter fee is based on the size of the meter and what the City's current cost is and it covers just the cost of the meter.

Mayor Roe assumed from a legal point of view, simply because the homeowner or business owner is paying the City for the cost of the meter, it does not mean they are establishing any kind of ownership interest in the meter; it is still the City's meter.

Mr. Freihammer indicated that was correct. The City Code makes that very clear.

Mayor Roe thought that if a deposit once was made when the home was purchased, the deposit was returned when the home was sold. The next purchaser would pay the deposit at that point. He noted what the City found over time was that really is not necessary to the original purpose and intent of having the deposits. This fee would only affect new meters and new installations.

Mr. Freihammer indicated that was correct.

Mayor Roe explained regarding the City spending all of the deposit money, in reality, the City has the obligation as a deferred liability on the books of the City, that is what a deposit really is. So, it may mean that those funds are fluid, like a bank account, with all of the transactions. But, basically, the City still does have that obligation and needs to pay back to the people that paid the deposit. That obligation is still there while the funds may be moving around as a part of the business of the City.

Strahan moved, Etten seconded, enactment of Ordinance No. 1671 entitled, "An Ordinance Amending Title 8, Section 801.10 of the Roseville City Code to Eliminate the Requirement for a Water Meter Security Deposit and Add the Requirement for a Water Meter Fee"

Regular City Council Meeting
Monday, March 18, 2024
Page 4

Roll Call

Ayes: Etten, Schroeder, Groff, Strahan, and Roe.

Nays: None

b. Receive the 2023 Cash Reserve Fund Report and Consider Transfers

Finance Director Michelle Pietrick briefly highlighted this item as detailed in the Request for Council Action and related attachments dated March 18, 2024.

Councilmember Groff indicated, in regard to the one-time infusion money from the State to the registrars to make up the time difference, next year the City will not have that. He wondered how that will be handled.

Ms. Pietrick explained the fund reserves will not be increased above the high level. The City was also successful in getting the fees raised slightly in 2024.

Councilmember Strahan indicated she had two questions. One was regarding the Parks and Recreation Fund. She noted this is not hugely over target but she wondered if there was any fee reconsideration given so that fees or scholarships are equal so it comes a little bit closer and the City continues to provide that value to the residents in a way that they expect.

Ms. Pietrick reminded the Council that the Parks and Recreation Fund is not one hundred percent fee supported. The City does put property tax money into it.

Parks and Recreation Director Matt Johnson explained staff does try to keep fee supported programs to essentially pay for the expenses in the fee column. The City did increase the scholarship uses this year. It is the first time the City has been over ten thousand dollars, which is a positive thing. He explained the programs are still under what similar cities charge for the fees. He thought the fees were fair, but the City does try to keep the fees as low as possible. He noted staff did find that about fifty percent of the scholarship users were hitting the scholarship maximum, which indicates they are using the money. That is a good thing, but it also could indicate that they are not able to take advantage of other programs. It is a fair part of the conversation, but the City does try to keep its fees as low as possible and are pretty intentional on the expense side.

Councilmember Strahan stated, as a follow-up, the Park and Recreation Department needs to take into consideration the summer help this coming year, which will take a cost that had not existed in the past as well as the City raising pay rates a bit to be more competitive for summer staff.

Councilmember Strahan indicated, regarding the license center, she knows the City is having to provide so much more service. She wondered if the City was able to add any staff on a more long-term basis in order to accommodate that with the fees as they were.

**Finance Commission
Meeting Minutes June 13, 2024 Excerpt**

Discussion and Recommendation for Refunding Water Meter Deposits

Finance Director Pietrick reviewed the refund recommendation for water meter deposits and the reason why the deposits are now going to be refunded to the residents that paid these deposits. Both the water and sanitary sewer fund derive revenues based on the gallons consumed as read by the meters. The water fund paid for all costs associated with the meters and the sanitary sewer fund did not contribute towards the costs. Therefore, it makes sense that the sanitary sewer fund be utilized to make the refunds.

The Commission discussed the recommendation with Ms. Pietrick.

Commissioner Davy made a motion, seconded by Commissioner Barclay to make a recommendation to transfer money from the sanitary sewer fund to the water fund so refunds of the water meter deposits can occur in the third or fourth quarter of 2024. The motion carried unanimously.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/23/2024

Item No.: 7.d.

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 September 13, 2024 were accepted and will not be levied on the 2025 property taxes.

Policy Objectives

Certifying delinquent charges are required under City Code.

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. 3rd Qtr Unpaid Utilities
2. Resolution 09-23-24

More than 90 days past due as of
August 22, 2024

Schedule A
Delinquent Accounts 3rd QTR 2024

City of Roseville, MN
9/17/2024

PIN	SERVICE ADDRESS	AMOUNT TO COLLECTIONS	AMOUNT TO COLLECTIONS + \$25 FEE
152923420125	1844 HAMLINE AVE N	\$34.77	\$59.77
162923220034	1987 ELDRIDGE AVE W	\$319.36	\$344.36
082923430006	2240 MARION RD	\$677.58	\$702.58
052923430004	2265 W CO RD C	\$328.31	\$353.31
092923310009	2330 PRIOR AVE N	\$304.24	\$329.24
092923320002	2401 PRIOR AVE N	\$41,604.14	\$41,629.14
082923330014	2185 EUSTIS ST	\$75.46	\$100.46
142923340020	1756 CHATSWORTH ST N	\$206.36	\$231.36
122923420005	2397 MATILDA ST	\$300.29	\$325.29
032923210039	1427 CLARMAR AVE W	\$149.95	\$174.95
132923130024	310 ELMER ST	\$150.88	\$175.88
162923110065	1630 SKILLMAN AVE W	\$146.25	\$171.25
032923240015	1413 MILLWOOD AVE	\$163.00	\$188.00
112923310060	952 LOVELL AVE W	\$194.12	\$219.12
092923120019	2578 FAIRVIEW AVE N	\$165.75	\$190.75
142923110019	679 SKILLMAN AVE W	\$69.52	\$94.52
052923320125	3207 OLD HIGHWAY 8	\$312.49	\$337.49
132923440054	201 MCCARRONS PL	\$134.71	\$159.71
132923440055	230 MCCARRONS PL	\$134.71	\$159.71
032923230044	2930 ARONA ST	\$130.00	\$155.00
152923230021	2020 SNELLING AVE N	\$144.76	\$169.76
132923440041	253 MCCARRONS PL	\$154.91	\$179.91
132923120091	333 BURKE AVE W	\$141.45	\$166.45
112923320057	1042 LOVELL AVE W	\$151.20	\$176.20
142923120004	780 W CO RD B	\$154.98	\$179.98
132923120033	2084 GIESMANN ST	\$154.98	\$179.98
172923130155	2201 ROSEWOOD LN N	\$130.00	\$155.00
032923240049	2910 ALBERT ST N	\$143.30	\$168.30
042923130003	1724 LYDIA AVE W	\$143.30	\$168.30
052923230023	2528 MILLWOOD AVE	\$143.30	\$168.30
162923120033	1797 SKILLMAN AVE W	\$143.30	\$168.30
122923340008	419 HIGHWAY 36 W	\$162.30	\$187.30
152923410106	1194 RUGGLES ST	\$162.30	\$187.30
122923440009	226 MINNESOTA AVE	\$156.25	\$181.25
082923330015	2179 EUSTIS ST	\$181.15	\$206.15
092923440238	2165 MIDLOTHIAN RD	\$149.95	\$174.95
052923320130	3217 OLD HIGHWAY 8	\$149.95	\$174.95
152923420057	1890 HURON AVE	\$163.57	\$188.57
132923110137	2143 ALBEMARLE CT N	\$139.24	\$164.24
142923220073	1023 PARKER AVE	\$153.84	\$178.84
152923410005	1140 ROSELAWN AVE W	\$170.88	\$195.88
082923340008	2228 SAINT STEPHENS ST	\$163.25	\$188.25
132923230073	602 MOUNDSVIEW AVE	\$163.84	\$188.84

More than 90 days past due as of
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Schedule A
Delinquent Accounts 3rd QTR 2024

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132923310115	456 GLENWOOD AVE	\$164.95	\$189.95
122923310086	500 W CO RD B2	\$161.18	\$186.18
172923140014	2085 ROSEWOOD LN S	\$163.25	\$188.25
042923220084	3086 EVELYN ST	\$163.25	\$188.25
032923240088	2972 SIMPSON ST	\$169.90	\$194.90
132923110004	170 W CO RD B	\$178.20	\$203.20
112923230095	2416 OXFORD ST N	\$248.02	\$273.02
172923140044	2145 DRAPER AVE	\$156.60	\$181.60
032923210072	1457 BRENNER AVE	\$169.90	\$194.90
042923220054	3075 MT RIDGE RD	\$163.25	\$188.25
162923240043	1929 RYAN AVE W	\$169.90	\$194.90
052923220143	2410 W CO RD D # 3	\$163.25	\$188.25
112923330031	2214 LEXINGTON AVE N	\$172.79	\$197.79
102923440024	1128 SHERREN ST W	\$186.89	\$211.89
132923310111	492 GLENWOOD AVE	\$144.38	\$169.38
102923340017	1397 SANDHURST DR W	\$186.15	\$211.15
132923310049	1839 WESTERN AVE N	\$162.93	\$187.93
042923130080	5145 LINDEN LN	\$169.90	\$194.90
042923120029	1815 LYDIA AVE W	\$169.90	\$194.90
032923230018	2930 SIMPSON ST	\$196.50	\$221.50
102923430095	1225 W CO RD B	\$346.50	\$371.50
112923420081	823 COPE AVE W	\$185.51	\$210.51
122923420052	285 MINNESOTA AVE	\$219.70	\$244.70
132923110002	158 W CO RD B	\$180.11	\$205.11
032923130069	2900 HAMLINE AVE N	\$169.90	\$194.90
112923340054	2207 NANCY PL	\$175.20	\$200.20
142923120031	2119 AVON ST N	\$196.01	\$221.01
132923240034	480 BAYVIEW DR	\$178.20	\$203.20
132923440005	182 MCCARRONS BLVD N	\$210.64	\$235.64
122923340010	432 MINNESOTA AVE	\$194.10	\$219.10
132923130016	269 MCCARRONS BLVD N	\$194.10	\$219.10
122923310048	405 MINNESOTA AVE	\$194.74	\$219.74
152923240043	1446 SHRYER AVE W	\$194.74	\$219.74
142923110079	645 ELDRIDGE AVE W	\$202.05	\$227.05
142923120017	851 PARKER AVE	\$194.10	\$219.10
152923410003	1124 ROSELAWN AVE W	\$166.87	\$191.87
032923210054	1415 BRENNER AVE	\$189.85	\$214.85
032923220066	3024 SNELLING AVE N	\$183.20	\$208.20
052923230081	2933 TROSETH RD	\$183.20	\$208.20
132923110062	2057 WOODBRIDGE ST	\$185.51	\$210.51
132923110042	2052 ALBEMARLE ST	\$160.38	\$185.38
142923220060	1024 PARKER AVE	\$201.10	\$226.10
052923210091	2422 W CO RD D # 4	\$183.20	\$208.20
082923430040	2195 MARION RD	\$183.20	\$208.20
052923320002	3253 OLD HIGHWAY 8	\$260.59	\$285.59
152923120086	1266 W CO RD B	\$210.64	\$235.64
142923320039	1853 AGLIN ST	\$183.13	\$208.13

More than 90 days past due as of
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Schedule A
Delinquent Accounts 3rd QTR 2024

City of Roseville, MN
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152923140003	1132 SKILLMAN AVE W	\$197.76	\$222.76
112923320019	1079 GRANDVIEW AVE W	\$202.68	\$227.68
082923430039	2211 MARION RD	\$183.20	\$208.20
032923240042	2909 SHELTON ST	\$183.20	\$208.20
142923440032	706 ROMA AVE	\$199.50	\$224.50
112923320107	1049 LOVELL AVE W	\$210.64	\$235.64
112923410057	694 LOVELL AVE W	\$186.89	\$211.89
142923220012	1066 W CO RD B	\$210.54	\$235.54
052923210099	2406 W CO RD D # 3	\$199.68	\$224.68
122923420037	314 GRANDVIEW AVE W	\$205.63	\$230.63
132923310098	462 HILLTOP AVE	\$210.00	\$235.00
042923120059	1768 SHOREWOOD CURV	\$183.20	\$208.20
132923230077	558 SHRYER AVE W	\$201.52	\$226.52
152923110061	2061 LEXINGTON AVE N	\$189.48	\$214.48
142923320101	1045 RUGGLES ST	\$217.31	\$242.31
162923140069	91 MID OAKS LN	\$196.50	\$221.50
142923230051	1026 DRAPER AVE	\$204.59	\$229.59
142923330056	1765 CHATSWORTH ST N	\$211.77	\$236.77
152923130139	1236 DRAPER AVE	\$211.91	\$236.91
142923110005	724 W CO RD B	\$210.00	\$235.00
132923110150	2088 ALBEMARLE ST	\$165.98	\$190.98
142923440021	1789 ALAMEDA ST	\$211.72	\$236.72
122923340036	2186 BOSSARD DR	\$212.99	\$237.99
092923120102	1728 OAKCREST AVE	\$216.45	\$241.45
142923120051	798 PARKER AVE	\$218.31	\$243.31
132923440004	186 MCCARRONS BLVD S	\$213.91	\$238.91
142923440062	1766 ALTA VISTA DR	\$226.44	\$251.44
122923330008	595 SANDHURST DR W	\$205.07	\$230.07
042923130061	1754 MILLWOOD AVE	\$196.50	\$221.50
092923110038	2605 CHARLOTTE ST	\$203.15	\$228.15
172923210018	2370 W CO RD B	\$209.80	\$234.80
152923110064	1121 SKILLMAN AVE W	\$218.59	\$243.59
142923120016	2112 VICTORIA ST N	\$218.59	\$243.59
142923320018	1820 AGLN ST	\$218.61	\$243.61
152923130034	1306 SHRYER AVE W	\$212.80	\$237.80
162923120029	1804 ELDRIDGE AVE W	\$216.45	\$241.45
092923330246	2247 FERRIS LN	\$209.80	\$234.80
032923240073	1440 LYDIA AVE W	\$209.80	\$234.80
162923240085	1857 ROSELAWN AVE W	\$203.15	\$228.15
142923320040	1845 AGLN ST	\$233.03	\$258.03
142923210087	2064 CHATSWORTH CT	\$211.77	\$236.77
122923330008	597 SANDHURST DR W	\$175.81	\$200.81
172923130041	2200 DRAPER AVE	\$209.80	\$234.80
112923420051	831 LOVELL AVE W	\$227.81	\$252.81
042923140028	1639 STANBRIDGE AVE	\$209.80	\$234.80
132923230058	577 ROSELAWN AVE W	\$225.91	\$250.91
112923430057	795 W CO RD B	\$226.90	\$251.90

**More than 90 days past due as of
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**Schedule A
Delinquent Accounts 3rd QTR 2024**

**City of Roseville, MN
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082923430090	2202 MIDLAND VIEW CT N	\$285.89	\$310.89
132923110081	2088 WILLIAM ST	\$237.72	\$262.72
152923420092	1331 GARDEN AVE	\$167.88	\$192.88
132923120071	2074 WESTERN AVE N	\$219.70	\$244.70
112923420010	790 W CO RD B2	\$233.22	\$258.22
122923430034	335 SANDHURST DR W	\$217.95	\$242.95
152923440044	1207 ROMA AVE	\$231.94	\$256.94
172923210030	2091 FAIRWAYS LN	\$229.75	\$254.75
142923320008	1863 CHATSWORTH ST N	\$234.21	\$259.21
122923440015	2234 MARION ST	\$239.45	\$264.45
152923430032	1695 FERNWOOD ST	\$228.44	\$253.44
132923310097	466 HILLTOP AVE	\$230.78	\$255.78
152923240090	1935 HAMLINE AVE N	\$305.23	\$330.23
152923130099	1292 DRAPER AVE	\$233.85	\$258.85
042923210057	3007 FAIRVIEW AVE N	\$223.10	\$248.10
042923130042	1716 STANBRIDGE AVE	\$216.45	\$241.45
112923430044	772 SANDHURST DR W	\$233.22	\$258.22
142923320045	1830 OXFORD ST N	\$225.21	\$250.21
152923130068	1240 RYAN AVE W	\$242.62	\$267.62
152923420052	1911 HURON AVE	\$243.08	\$268.08
152923230037	1970 ASBURY ST	\$256.44	\$281.44
092923110012	1671 ROSE PL	\$209.80	\$234.80
152923240004	1376 SKILLMAN AVE W	\$230.78	\$255.78
112923340006	941 SHERREN ST W	\$308.35	\$333.35
152923430027	1272 ROMA AVE	\$241.81	\$266.81
132923110042	2058 ALBEMARLE ST	\$245.41	\$270.41
112923340007	936 HIGHWAY 36 W	\$202.05	\$227.05
152923110022	1192 BURKE AVE W	\$266.93	\$291.93
152923420060	1866 HURON AVE	\$265.28	\$290.28
102923430096	1257 W CO RD B	\$256.80	\$281.80
112923310041	962 GRANDVIEW AVE W	\$262.48	\$287.48
052923230070	2916 OLD HIGHWAY 8	\$223.10	\$248.10
032923210047	3061 HAMLINE AVE N	\$229.75	\$254.75
042923420026	1798 CENTENNIAL DR	\$313.31	\$338.31
172923240069	2339 ROSELAWN AVE W	\$244.25	\$269.25
132923230021	540 SHRYER AVE W	\$241.81	\$266.81
142923210074	958 W CO RD B	\$268.38	\$293.38
092923120020	2586 FAIRVIEW AVE N	\$336.43	\$361.43
152923440040	1200 GARDEN AVE	\$233.72	\$258.72
152923230036	1969 ASBURY ST	\$258.98	\$283.98
032923240040	2923 SHELTON ST	\$252.61	\$277.61
092923120040	2566 BEACON ST	\$300.29	\$325.29
152923420101	1277 GARDEN AVE	\$212.39	\$237.39
152923230054	1950 ARONA ST	\$245.44	\$270.44
102923430054	2226 DELLWOOD AVE	\$252.75	\$277.75
142923310012	1817 VICTORIA ST N	\$265.74	\$290.74
162923120013	1733 ELDRIDGE AVE W	\$300.27	\$325.27

**More than 90 days past due as of
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**Schedule A
Delinquent Accounts 3rd QTR 2024**

**City of Roseville, MN
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152923240056	1371 RYAN AVE W	\$208.84	\$233.84
032923240079	2937 PASCAL ST	\$323.23	\$348.23
132923230028	555 RYAN AVE W	\$246.99	\$271.99
112923330050	2168 OXFORD ST N	\$265.66	\$290.66
142923230029	993 RYAN AVE W	\$266.29	\$291.29
152923430023	1244 ROMA AVE	\$266.93	\$291.93
112923430014	761 SHERREN ST W	\$268.38	\$293.38
112923430052	835 W CO RD B	\$241.64	\$266.64
132923420019	370 MCCARRONS BLVD S	\$272.78	\$297.78
032923220038	3014 ARONA ST	\$337.60	\$362.60
162923240090	1932 TATUM ST	\$340.60	\$365.60
092923110041	2618 CHARLOTTE ST	\$269.21	\$294.21
152923440037	1791 DUNLAP ST N	\$209.78	\$234.78
152923230028	1942 SNELLING AVE N	\$276.60	\$301.60
142923220065	2062 LEXINGTON AVE N	\$284.81	\$309.81
142923340017	1738 CHATSWORTH ST N	\$275.50	\$300.50
152923430029	1288 ROMA AVE	\$283.56	\$308.56
162923140044	1606 RIDGEWOOD LN S	\$244.99	\$269.99
132923130004	305 ELMER ST	\$281.36	\$306.36
142923320069	1862 LEXINGTON AVE N	\$265.56	\$290.56
132923220004	2091 COHANSEY BLVD	\$274.97	\$299.97
132923140007	249 ELMER ST	\$291.36	\$316.36
042923130063	1745 MAPLE LN	\$252.61	\$277.61
112923320015	1086 W CO RD B2	\$273.61	\$298.61
162923140060	45 MID OAKS LN	\$351.55	\$376.55
042923240044	2903 FAIRVIEW AVE N	\$357.20	\$382.20
042923210018	3093 MILDRED DR	\$275.47	\$300.47
172923140053	1940 WESTWOOD CIR	\$354.89	\$379.89
042923120002	1800 W CO RD D	\$274.73	\$299.73
132923310089	491 GLENWOOD AVE	\$281.99	\$306.99
112923310021	970 W CO RD B2	\$282.63	\$307.63
032923230016	2944 SIMPSON ST	\$358.11	\$383.11
152923410108	1204 RUGGLES ST	\$275.18	\$300.18
132923440003	192 MCCARRONS BLVD S	\$281.52	\$306.52
162923110051	2096 MIDLOTHIAN RD	\$260.23	\$285.23
112923430046	756 SANDHURST DR W	\$293.91	\$318.91
162923110038	2129 MIDLOTHIAN RD	\$305.95	\$330.95
172923240008	1951 LAKE ST	\$385.35	\$410.35
152923120001	2147 FERNWOOD ST	\$258.19	\$283.19
082923430044	2223 W CO RD B	\$395.75	\$420.75
112923310031	2360 NANCY PL	\$320.24	\$345.24
142923320001	1915 CHATSWORTH ST N	\$370.33	\$395.33
142923220086	1008 PARKER AVE	\$322.87	\$347.87
082923430043	2215 W CO RD B	\$321.19	\$346.19
042923210013	3119 MILDRED DR	\$402.39	\$427.39
102923440012	1213 SHERREN ST W	\$310.78	\$335.78
102923440087	1195 W CO RD B	\$322.00	\$347.00

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Schedule A
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City of Roseville, MN
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152923210005	1386 W CO RD B	\$329.07	\$354.07
042923240031	2970 MILDRED DR	\$399.10	\$424.10
162923120028	1796 ELDRIDGE AVE W	\$405.93	\$430.93
032923240069	2924 PASCAL ST	\$415.21	\$440.21
042923130040	1771 MILLWOOD AVE	\$420.18	\$445.18
122923410004	179 GRANDVIEW AVE W	\$235.00	\$260.00
122923110061	2611 RICE ST	\$606.18	\$631.18
142923110068	721 ELDRIDGE AVE W	\$350.03	\$375.03
152923110056	1120 ELDRIDGE AVE W	\$280.72	\$305.72
132923120016	311 BURKE AVE W	\$330.35	\$355.35
092923110011	1665 ROSE PL	\$419.50	\$444.50
112923340080	2203 VICTORIA ST N	\$311.40	\$336.40
032923220042	1474 BRENNER AVE	\$455.85	\$480.85
142923210080	896 PARKER AVE	\$365.80	\$390.80
142923330048	1719 CHATSWORTH ST N	\$338.75	\$363.75
132923120084	320 W CO RD B	\$265.48	\$290.48
052923220100	3008 HIGHCREST RD	\$439.68	\$464.68
152923110053	1142 ELDRIDGE AVE W	\$399.98	\$424.98
042923220100	3099 EVELYN ST	\$443.54	\$468.54
092923440230	2206 MIDLOTHIAN RD	\$429.68	\$454.68
052923220084	3082 HIGHCREST RD	\$446.90	\$471.90
152923130049	1287 RYAN AVE W	\$345.48	\$370.48
042923210049	3041 FAIRVIEW AVE N	\$459.46	\$484.46
162923220005	2008 W CO RD B	\$447.46	\$472.46
052923220056	2514 BRENNER ST	\$244.99	\$269.99
042923210055	3021 FAIRVIEW AVE N	\$415.55	\$440.55
162923140071	100 MID OAKS LN	\$267.85	\$292.85
152923210065	1368 ELDRIDGE AVE W	\$376.34	\$401.34
052923220123	3009 TROSETH RD	\$477.73	\$502.73
132923230034	554 RYAN AVE W	\$399.93	\$424.93
042923120023	3024 FAIRVIEW AVE N	\$497.52	\$522.52
052923230037	2994 OLD HIGHWAY 8	\$524.48	\$549.48
082923230010	2507 WALNUT ST	\$495.97	\$520.97
162923130058	1742 RYAN AVE W	\$367.85	\$392.85
032923230028	2951 SIMPSON ST	\$478.92	\$503.92
142923230066	1930 LEXINGTON AVE N	\$390.38	\$415.38
162923130078	1745 ROSELAWN AVE W	\$502.79	\$527.79
172923210008	2096 FAIRWAYS LN	\$408.77	\$433.77
032923230009	1519 LYDIA AVE W	\$533.81	\$558.81
052923210073	3006 OLD HIGHWAY 8	\$543.70	\$568.70
052923210006	2310 W CO RD D	\$415.46	\$440.46
052923230038	2986 OLD HIGHWAY 8	\$565.96	\$590.96
162923130039	1988 WHEELER ST N	\$700.32	\$725.32
172923140042	2125 DRAPER AVE	\$652.88	\$677.88
162923240062	1850 RYAN AVE W	\$659.00	\$684.00
042923130072	1784 MILLWOOD AVE	\$696.26	\$721.26
042923310025	2690 PRIOR AVE # 4	\$759.13	\$784.13

More than 90 days past due as of
August 22, 2024

Schedule A
Delinquent Accounts 3rd QTR 2024

City of Roseville, MN
9/17/2024

162923110016	2088 FRY ST	\$639.19	\$664.19
012923330003	528 IONA LN	\$693.01	\$718.01
092923310003	1885 PERIMETER RD	\$1,002.93	\$1,027.93
102923220003	1520 COUNTY ROAD C W	\$862.21	\$887.21
012923110058	161 S OWASSO BLVD W	\$1,935.19	\$1,960.19
172923210001	2322 W CO RD B	\$2,105.20	\$2,130.20
052923230028	2946 HIGHCREST RD	\$1,082.00	\$1,107.00
042923340035	2690 PRIOR AVE # 3	\$1,681.39	\$1,706.39
162923210025	2131 FAIRVIEW AVE N	\$2,669.44	\$2,694.44
032923130077	3000 HAMLINE AVE N	\$1,721.71	\$1,746.71
052923210071	3020 OLD HIGHWAY 8	\$2,714.97	\$2,739.97
082923310011	2341 SAINT CROIX ST	\$2,303.73	\$2,328.73
102923220004	2610 SNELLING CURV	\$2,580.66	\$2,605.66
082923230010	2507 WALNUT ST	\$3,925.82	\$3,950.82
042923340036	2690 PRIOR AVE # 1	\$5,531.28	\$5,556.28
052923110026	3115 CENTRE POINTE DR	\$2,307.57	\$2,332.57
082923220011	2500 W CO RD C	\$7,012.56	\$7,037.56
042923430016	2740 FAIRVIEW AVE N	\$11,679.13	\$11,704.13
TOTAL TO BE CERTIFIED TO 2025 TAXES 79250035C		\$166,291.05	\$173,691.05

**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 23rd day of September, 2024 at 6:00 p.m.

The following members were present:

Member introduced the following resolution and moved its adoption:

RESOLUTION

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

WHEREAS, the City Code of the City of Roseville, Sections 506, 801, 802, and 906 provides that the City may certify to the County Auditor the amounts of unpaid sewer, water, and other charges to be entered as part of the tax levy on said premises:

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

1. Exhibit "A" attached hereto and made a part thereof by reference is a list of parcels of real property lying within the City limits which are served by the City of Roseville, and on which there are unpaid city water, sewer, and other charges as shown on the attached Schedule A.
2. The Council hereby certifies said list and requests the Ramsey County Auditor to include in the real estate taxes due the amount set forth in Schedule A plus 8% interest.

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.

[Type here]

State of Minnesota)

) SS

County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 23rd day of September with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 23rd day of September, 2024.

Patrick Trudgeon
City Manager

Seal

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/23/2024

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.

Check Series #	Amount
ACH Payments	\$813,949.05
110603 – 110719	\$999,640.67
Total	\$1,813,589.72

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.

Equity Impact Summary

Local governments play an important role in building racially equitable and inclusive regional economies. Payments to vendors contribute to the local economy by supporting businesses within the community, including those owned by people of color. Ensuring equitable distribution of contracts and payments among vendors, particularly minority-owned businesses, can help promote economic equity. This supports the broader goals of reducing racial economic disparities as well as Roseville's aspiration to have a community that is economically prosperous with a stable and broad tax base and vibrant small businesses.

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.

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Requested Council Action

Motion to approve the payment of claims as submitted.

Prepared by: Joshua Kent - Assistant Finance Director

Attachments: 1. Checks for Approval

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 00-00 GENERAL					
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	2,961.00	1602
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	141.00	1602
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	564.00	1602
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	70.50	1602
100-00-00-210600	Union Dues Deduction	Local Union 49	Remittance Check	1,050.00	110608
100-00-00-210600	Union Dues Deduction	Roseville Firefighters Loc	Remittance Check	2,144.98	1619
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	150.00	1596
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	2,972.00	1596
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	945.25	1596
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	5,317.00	1596
100-00-00-211101	Mission SQ Roth	Mission Square	Remittance Check	250.00	1596
100-00-00-211202	HRA Employer	ING ReliaStar	Remittance Check	8,200.00	1612
Total Department 00-00 GENERAL				24,765.73	
Department: 01-00 CITY COUNCIL					
100-01-00-430000	Professional Services	Kennedy & Graven, Chartere	LABOR NEGOTIATIONS & MAINTENANCE FACI	565.50	110673
100-01-00-430000	Professional Services	TimeSaver Off Site Secreta	MINUTES	325.00	1872
Total Department 01-00 CITY COUNCIL				890.50	
Department: 02-00 ADMINISTRATION					
100-02-00-420000	Office Supplies	Innovative Office Solution	JULY OFFICE SUPPLIES	80.33	1607
100-02-00-420000	Office Supplies	Innovative Office Solution	AUGUST OFFICE SUPPLIES	111.58	1865
100-02-00-420000	Office Supplies	National Awards & Fine Gif	METAL NAME TAGS	37.71	110633
100-02-00-424000	Operating Supplies	Definitive Technology Solu	WASTE TONER	58.50	110692
100-02-00-430000	Professional Services	Metro-INET	SEPT IT SERVICES	74,971.00	1876
100-02-00-430000	Professional Services	Shred-N-Go, Inc.	ADMIN SHREDDING THRU 9/8	78.93	110693
100-02-00-430000	Professional Services	Trans Union, LLC	BACKGROUNDING	29.08	110715
100-02-00-442000	Memberships & Subscription	Roseville Rotary	ROSEVILLE ROTARY QUARTERLY DUES	634.00	110612
Total Department 02-00 ADMINISTRATION				76,001.13	
Department: 04-00 FINANCE					
100-04-00-420000	Office Supplies	Innovative Office Solution	JULY OFFICE SUPPLIES	11.36	1607
100-04-00-420000	Office Supplies	Innovative Office Solution	AUGUST OFFICE SUPPLIES	21.75	1865
100-04-00-430000	Professional Services	TimeSaver Off Site Secreta	MINUTES	246.00	1872
Total Department 04-00 FINANCE				279.11	
Department: 06-00 LEGAL DEPARTMENT					
100-06-00-430000	Professional Services	Kennedy & Graven, Chartere	LABOR NEGOTIATIONS & MAINTENANCE FACI	2,368.00	110673
100-06-00-430000	Professional Services	Kennedy & Graven, Chartere	MONTHLY RETAINER	16,578.20	110673
Total Department 06-00 LEGAL DEPARTMENT				18,946.20	
Department: 08-00 CENTRAL SERVICES					
100-08-00-420000	Office Supplies	Innovative Office Solution	JULY OFFICE SUPPLIES	691.03	1607
100-08-00-420000	Office Supplies	Innovative Office Solution	AUGUST OFFICE SUPPLIES	638.80	1865
Total Department 08-00 CENTRAL SERVICES				1,329.83	
Department: 10-00 POLICE DEPARTMENT					
100-10-00-420000	Office Supplies	Innovative Office Solution	JULY OFFICE SUPPLIES	325.41	1607
100-10-00-420000	Office Supplies	Innovative Office Solution	AUGUST OFFICE SUPPLIES	203.09	1865
100-10-00-422000	Clothing	Corporate Mark, Inc.	UNIFORM - KATY	282.02	110674
100-10-00-422000	Clothing	Galls, LLC	SRO UNIFORM - K JOHNSON	168.00	110668
100-10-00-422000	Clothing	STREICHER'S	DUTY HAT - COOK	36.99	1606
100-10-00-422000	Clothing	STREICHER'S	CSO UNIF - KUHNE	231.96	1606
100-10-00-424000-PD0002	Operating Supplies	LOUISIANA BUREAU OF VITAL	BIRTH CERTIFICATE FOR 24500625 - HOME	15.50	110652

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 10-00 POLICE DEPARTMENT					
100-10-00-424000-PD0002	Operating Supplies	Verizon	HOMELESS OUTREACH EXPENSE - DATA CHAR	40.01	110641
100-10-00-430000	Professional Services	CITY OF ST. PAUL	K9 BOARDING - CAL AND ROOSTER	175.00	110712
100-10-00-430000	Professional Services	Language Line Services	MONTHLY TRANSLATION CHARGES	213.91	110623
100-10-00-430000	Professional Services	Martin McAllister, Inc.	HIRING ASSESSMENT KUHNE	625.00	110664
100-10-00-430000	Professional Services	Masa Consulting, Inc.	MENTAL HEALTH SERVICES - AUG	3,400.00	1871
100-10-00-430000	Professional Services	Minnesota Occupational Hea	HIRING MEDICAL KUHNE	401.00	110687
100-10-00-430004	Police Explorer Program	STREICHER'S	EXPLORERS SHIRTS	72.98	1606
100-10-00-431000	Telephone	Verizon	JUL - AUG	1,080.27	110690
100-10-00-431000	Telephone	Verizon	DATA JUL 27-AUG 26	40.01	110642
100-10-00-431000	Telephone	Verizon	MONTHLY PHONE CHARGES - PD AND COMMUN	4,119.22	110718
100-10-00-439000	CONTRACT MAINTENANCE	CITY OF ST. PAUL	RADIO MAINTENANCE - JULY	57.93	110660
100-10-00-441100	Tuition Reimbursement	Reid Larson	CSO TUITION REIMB FOR SKILLA	1,681.80	1625
Total Department 10-00 POLICE DEPARTMENT				13,170.10	
Department: 13-00 FIRE DEPARTMENT					
100-13-00-422000	Clothing	Mellen, Christopher	DUTY BOOTS REIMBURSEMENT	227.98	1879
100-13-00-423000	Vehicle Supplies & Mainten	McKesson Medical-Surgical	IGEL, BANDAGES	83.92	110618
100-13-00-423000	Vehicle Supplies & Mainten	McKesson Medical-Surgical	SHARPS	57.22	110618
100-13-00-423000	Vehicle Supplies & Mainten	McKesson Medical-Surgical	RESUPPLY	70.52	110618
100-13-00-430000	Professional Services	Masa Consulting, Inc.	AUG	2,100.00	1617
100-13-00-439000	CONTRACT MAINTENANCE	Accela, Inc.	ACCELA USER LICENSE FEES	2,872.01	110716
100-13-00-439000	CONTRACT MAINTENANCE	Adam's Pest Control Inc	PREVENTION	139.80	1866
100-13-00-439000	CONTRACT MAINTENANCE	AT&T Mobility	AUG	853.18	110638
100-13-00-439000	CONTRACT MAINTENANCE	Fire Loss Management, LLC	PLAN REVIEW	225.00	110684
100-13-00-439000	CONTRACT MAINTENANCE	HM Cragg	GENERATOR MAINTENANCE	1,346.98	110643
100-13-00-439000	CONTRACT MAINTENANCE	Muska Electric Co	NEW LIGHT	431.47	1861
100-13-00-439000	CONTRACT MAINTENANCE	Ready watt Electric, Inc.	SIREN	940.00	1868
100-13-00-439000	CONTRACT MAINTENANCE	TK Elevator Corp.	ELEVATOR PM SERVICE 5 PER QUARTER	300.00	110678
100-13-00-439000	CONTRACT MAINTENANCE	TK Elevator Corp.	CALL BACK	627.00	110630
100-13-00-441000	Training	Group Health Non-Patient A	ULTRASOUND	300.00	110648
Total Department 13-00 FIRE DEPARTMENT				10,575.08	
Department: 13-13 FIRE DEPARTMENT ADMINISTRATION					
100-13-13-437000	Contract Maint. - Vehicles	Circle K Stores Inc.	AUG CAR WASH	123.50	110696
100-13-13-437000	Contract Maint. - Vehicles	ROSENBAUER MINNESOTA, LLC	LADDER RACK REPAIR	7,400.00	110603
100-13-13-437000	Contract Maint. - Vehicles	ROSENBAUER MINNESOTA, LLC	RACK, MOTOR, FLUIDS	3,211.00	110603
100-13-13-437000	Contract Maint. - Vehicles	ROSENBAUER MINNESOTA, LLC	AC CONNECTOR	228.50	110603
100-13-13-440000	Conferences	MN State Fire Chiefs Assoc	ANNUAL DULUTH CONFERENCE	975.00	110667
Total Department 13-13 FIRE DEPARTMENT ADMINISTRATION				11,938.00	
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
100-20-20-420000	Office Supplies	CES Imaging	MONTHLY FEE	40.00	110679
100-20-20-420000	Office Supplies	Innovative Office Solution	JULY OFFICE SUPPLIES	37.77	1607
100-20-20-420000	Office Supplies	Innovative Office Solution	AUGUST OFFICE SUPPLIES	81.60	1865
100-20-20-420000	Office Supplies	National Awards & Fine Gif	METAL NAME TAGS	12.58	110633
100-20-20-420000	Office Supplies	Premium Waters Inc	MONTHLY FEE - SEPT	6.40	1862
100-20-20-424000	Operating Supplies	Hardwood Creek Lumber, Inc	LUMBER	257.25	110614
Total Department 20-20 PUBLIC WORKS ADMINISTRATION				435.60	
Department: 20-21 STREET DEPARTMENT					
100-20-21-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	AGM65 #611	341.03	1858
100-20-21-424000	Operating Supplies	Fra-Dor Inc.	ROCK	350.00	110615
100-20-21-424000	Operating Supplies	GRAINGER	NUTS AND BOLTS	31.11	110607

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 20-21 STREET DEPARTMENT					
100-20-21-424000	Operating Supplies	GRAINGER	NUTS AND BOLTS	49.41	110607
100-20-21-439000	CONTRACT MAINTENANCE	PRECISION LANDSCAPE & TREE REMOVE 70" HAZ TREE		4,250.00	110619
Total Department 20-21 STREET DEPARTMENT				5,021.55	
Department: 20-22 STREET LIGHTING					
100-20-22-439000	CONTRACT MAINTENANCE	CITY OF ST. PAUL	LIGHTING SERVICES	1,933.00	110606
100-20-22-439000	CONTRACT MAINTENANCE	CITY OF ST. PAUL	LIGHTING SERVICES	211.38	110606
Total Department 20-22 STREET LIGHTING				2,144.38	
Department: 20-30 VEHICLE MAINTENANCE					
100-20-30-421000	Motor Fuel	BEAUDRY OIL AND SERVICE, I	2/1/24 - 1/31/25 Blanket PO for fuel	10,097.78	110698
100-20-30-421000	Motor Fuel	BEAUDRY OIL AND SERVICE, I	2/1/24 - 1/31/25 Blanket PO for fuel	11,230.34	110698
100-20-30-422000	Clothing	Cintas Corporation	SHOP UNIFORM RENTAL	44.11	110676
100-20-30-422000	Clothing	Cintas Corporation	SHOP UNIFORM RENTAL	44.11	110676
100-20-30-423000	Vehicle Supplies & Mainten	1st Ayd Corporation	BRAKE & METAL PARTS CLEANER	163.31	110635
100-20-30-423000	Vehicle Supplies & Mainten	Allstate Peterbilt of Sout	FILTERS	57.34	110637
100-20-30-423000	Vehicle Supplies & Mainten	Allstate Peterbilt of Sout	FILTER	12.96	110637
100-20-30-423000	Vehicle Supplies & Mainten	Allstate Peterbilt of Sout	FILTER STOCK	135.80	110686
100-20-30-423000	Vehicle Supplies & Mainten	Cintas Corporation	SHOP GLOVES	90.00	110676
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	DEL 252-1037 UNIT #1902	156.45	1858
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	IDLER PULLEY AND V BELT	180.48	1595
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	ULTRASTAT#1902	30.71	1595
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	1 COIL ASSEMBLY #128	132.74	1595
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	7 COIL ASSEMBLYS #128	929.18	1595
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	BRAKE ROTOR+PADS #2519	248.86	1595
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	LUBE FILTER	15.34	1858
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	BATTERY	112.06	1858
100-20-30-423000	Vehicle Supplies & Mainten	Jeff Belzers Roseville Chr	TIRE, RIM ,COVER	1,187.53	110645
100-20-30-423000	Vehicle Supplies & Mainten	Kath Fuel Oil Service, Inc	BIO FLUID #518	310.00	1597
100-20-30-423000	Vehicle Supplies & Mainten	MacQueen Equipment	HOSE ASSEMBLY # 132	741.74	1598
100-20-30-423000	Vehicle Supplies & Mainten	MacQueen Equipment	WIPER ARM	562.01	1598
100-20-30-423000	Vehicle Supplies & Mainten	Napa Auto Parts	30AMP	10.98	1859
100-20-30-423000	Vehicle Supplies & Mainten	RDO Equipment	PRESSURE SENSOR AND RELIEF #132	758.03	110671
100-20-30-423000	Vehicle Supplies & Mainten	Suburban Tire Wholesale, I	2 TIRES #611	626.64	110677
100-20-30-437000	Contract Maint. - Vehicles	Cushman Motor Co Inc	HOLDER GEARBOX	1,296.02	1604
100-20-30-437000	Contract Maint. - Vehicles	Terex USA, LLC	TEREX ANNUAL INSPECTION	6,826.89	110636
Total Department 20-30 VEHICLE MAINTENANCE				36,001.41	
Department: 23-00 BUILDING MAINTENANCE					
100-23-00-424000	Op Supplies-City Hall	Fikes, Inc.	CLEANING SUPPLIES	498.86	1615
100-23-00-424000	Op Supplies-City Hall	Fikes, Inc.	ROLL TOWEL/TOILET TISSUE	482.15	1615
100-23-00-424000	Op Supplies-City Hall	Fra-Dor Inc.	ROCK	297.00	110615
100-23-00-430000	Professional Services	McGough Property Managemen	MANAGEMENT FEE 9-1-2024	3,848.00	1867
100-23-00-436001	Utilities-City Hall	DG Minnesota CS 2021, LLC	SOLAR PRODUCTION - JUNE 2024	4,024.23	1881
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Huebsch, Inc.	MAT/RUGS	170.45	110688
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Huebsch, Inc.	MATS/RUGS PD	151.68	110688
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Jeff's S.O.S. Drain & Sewe	PLUGGED FLOR DRAIN	140.00	1611
100-23-00-439001	CONTRACT MAINTENANCE - CIT	TK Elevator Corp.	ELEVATOR PM SERVICE 5 PER QUARTER	600.00	110678
100-23-00-439003	Contract Maint.- City Gara	Huebsch, Inc.	MATS/RUGS	156.55	110688
100-23-00-439010	Contract Maniit. - HVAC	Yale Mechanical	COMPASS SERVER ACCESS NAC	212.00	1869
Total Department 23-00 BUILDING MAINTENANCE				10,580.92	
Total Fund 100 General Fund				212,079.54	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 103 Contracted Engineering Svcs					
Department: 00-00 GENERAL					
103-00-00-230000	Deposits	BRENT THOMPSON	REFUND ESCROW	3,436.50	110703
103-00-00-230000	Deposits	HAND IN HAND CHRISTIAN MON	ESCROW REFUND	1,030.00	110694
103-00-00-230000	Deposits	LEE HOMES INC	ESCROW REFUND	2,000.00	110685
103-00-00-230150	Cell Tower Escrow	Short Elliott Hendrickson,	CIVIC CENTER TMO NETWORK	644.31	1603
Total Department 00-00 GENERAL				7,110.81	
Department: 20-00 PUBLIC WORKS GENERAL					
103-20-00-443600	Software Operating Charges	Accela, Inc.	ACCELA USER LICENSE FEES	14,360.01	110716
Total Department 20-00 PUBLIC WORKS GENERAL				14,360.01	
Total Fund 103 Contracted Engineering Svcs				21,470.82	
Fund: 110 Telecommunications					
Department: 09-00 COMMUNICATIONS					
110-09-00-442000	Memberships & Subscription	North Suburban Comm Commis	2ND QUARTER APR - JUNE CITY CONTRIBUT	24,420.97	110617
110-09-00-448000	Miscellaneous	Verizon	MONTHLY PHONE CHARGES - PD AND COMMUN	87.46	110718
Total Department 09-00 COMMUNICATIONS				24,508.43	
Total Fund 110 Telecommunications				24,508.43	
Fund: 200 Recreation Fund					
Department: 40-40 RECREATION ADMINISTRATION					
200-40-40-420000	Office Supplies	National Awards & Fine Gif	METAL NAME TAGS	62.85	110633
200-40-40-442000	Memberships & Subscription	NRPA-National Recreation & PREMIER	PACKAGE MEMBERSHIP 2024-2025	900.00	110666
Total Department 40-40 RECREATION ADMINISTRATION				962.85	
Department: 40-41 RECREATION FEE PROGRAMS					
200-40-41-344000-PR0281	Fee Program Revenue	HOWARD ANDERSON	PICNIC SHELTER KEY DEPOSIT REFUND	50.00	110651
200-40-41-424000-PR0250	Operating Supplies	Taho Sportswear, Inc.	YOUTH FALL SOCCER SHIRT ORDER - 2024	2,990.30	1600
200-40-41-430000-PR0212	Professional Services	Willie McCray	SOFTBALL UMPIRE PAYMENT	3,027.25	1873
200-40-41-430000-PR0212	Professional Services	Willie McCray	SOFTBALL UMPIRE PAYMENT	1,551.00	1873
200-40-41-430000-PR0227	Professional Services	ABIGAIL HAYEK	SAND VOLLEYBALL OFFICIAL	282.00	1628
200-40-41-430000-PR0227	Professional Services	Austin Beatty	SAND VOLLEYBALL OFFICIAL	108.00	1623
200-40-41-430000-PR0227	Professional Services	Breanna Burmester	SAND VOLLEYBALL OFFICIAL	58.00	1618
200-40-41-430000-PR0227	Professional Services	Darla Weiss	SAND VOLLEYBALL OFFICIAL	54.00	1624
200-40-41-430000-PR0227	Professional Services	JAMIE NOBLE PRICE	SAND VOLLEYBALL OFFICIAL	108.00	1629
200-40-41-430000-PR0227	Professional Services	Kathie Urbaniak	SAND VOLLEYBALL OFFICIAL	108.00	1609
200-40-41-430000-PR0227	Professional Services	MYA MARTENSON	SAND VOLLEYBALL OFFICIAL	58.00	1627
200-40-41-430000-PR0227	Professional Services	OWEN COUNCIL	SAND VOLLEYBALL OFFICIAL	54.00	1626
200-40-41-430000-PR0227	Professional Services	Patrick Hubbard	SAND VOLLEYBALL OFFICIAL	108.00	110713
200-40-41-430000-PR0227	Professional Services	Peeraphong Moo Kengwichai	SAND VOLLEYBALL OFFICIAL	108.00	110719
200-40-41-430000-PR0242	Professional Services	ADIE, EMILY	DANCE CLASS PAYMENT	95.00	110650
200-40-41-430000-PR0248	Professional Services	Youth Enrichment League, C	CONTRACTOR FEE FOR FENCING, PROJECT R	4,035.00	110624
200-40-41-430000-PR0252	Professional Services	Get Messy LLC	CONTRACTOR FEE FOR CAMPS ILLUMINART,	4,896.00	110628
200-40-41-430000-PR0253	Professional Services	The Cleaning Authority, In	CLEANING AT PARK BUILDINGS	3,855.60	110683
200-40-41-430000-PR0265	Professional Services	Jessica Lee	OUTSIDE MUSIC TOGETHER - SECOND HALF	1,610.70	110680
200-40-41-430000-PR0270	Professional Services	Atsuko Johnson	BABY AND ME HULA PAYMENT	20.00	1622
200-40-41-430000-PR0270	Professional Services	Lois Cunningham	ADAPTIVE CHAIR YOGA PAYMENT	268.80	1621
200-40-41-430000-PR0273	Professional Services	A. Norman & Company Inc	ADULT TRIP - CRANBERRY COUNTRY	2,574.00	110695
Total Department 40-41 RECREATION FEE PROGRAMS				26,019.65	
Department: 40-42 RECREATION NON FEE PROGRAMS					
200-40-42-430000-PR0115	Professional Services	Joseph Dodge	SOUND TECH FOR LIVE AT THE ROG	1,417.50	110604
200-40-42-430000-PR0123	Professional Services	Kaptain Kirby Train Rides/	TRAIN RIDE SPOOKTACULAR	595.00	110646

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 200 Recreation Fund					
Department: 40-42 RECREATION NON FEE PROGRAMS					
200-40-42-430000-PR0123	Professional Services	Snake Discovery, LLC	TABLE AT SPOOKTACULAR - SNAKE TABLE	475.00	110647
200-40-42-430000-PR0298	Professional Services	Q3 Contracting, Inc.	ROSEFEST TRAFFIC CONTROL PLAN	1,500.00	110675
200-40-42-430000-PR0298	Professional Services	Q3 Contracting, Inc.	ROSEFEST TRAFFIC SIGNAGE	1,317.60	110675
200-40-42-430000-PR0299	Professional Services	Q3 Contracting, Inc.	ROSEFEST TRAFFIC SIGNAGE	1,317.60	110675
200-40-42-438000	Rental	On Site Companies-OSSTC	PORTABLE INVOICE	1,737.00	110610
200-40-42-438000	Rental	On Site Companies-OSSTC	SENIOR SOFTBALL PORTABLE RENTALS	224.00	110610
Total Department 40-42 RECREATION NON FEE PROGRAMS				8,583.70	
Department: 40-50 NATURE CENTER					
200-40-50-436000-PR0119	Utilities	Prowire, Inc.	PROWIRE ALARM MONITORING	312.00	1601
Total Department 40-50 NATURE CENTER				312.00	
Department: 40-53 SKATING CENTER					
200-40-53-424000	Operating Supplies	Becker Arena Products, Inc	POSTS FREEZE IN	111.89	110605
200-40-53-424000	Operating Supplies	Becker Arena Products, Inc	NETTING FOR HOCKEY GOALS	466.71	1857
200-40-53-424000	Operating Supplies	GRAINGER	TOILET FOR OVAL BATHROOM	259.58	110661
200-40-53-424000	Operating Supplies	GRAINGER	SENSOR ACTIVATION KIT	126.46	110661
200-40-53-425000-PR5512	Merchandise for Sale	Shamrock Group, Inc.	RENTAL	34.68	110629
200-40-53-430000	Professional Services	MINNESOTA LAWN CARE INC	LAWNCARE	649.65	110701
200-40-53-436000	Utilities	DG Minnesota CS 2021, LLC	SOLAR PRODUCTION - JUNE 2024	768.37	1881
200-40-53-439000	CONTRACT MAINTENANCE	TK Elevator Corp.	ELEVATOR PM SERVICE 5 PER QUARTER	600.00	110678
Total Department 40-53 SKATING CENTER				3,017.34	
Total Fund 200 Recreation Fund				38,895.54	
Fund: 201 Recreation Donations					
Department: 40-43 RECREATION MAINTENANCE					
201-40-43-424000	Operating Supplies	Flagship Recreation	4 - 6' BENCH WITH BACK - RED	8,075.00	110631
Total Department 40-43 RECREATION MAINTENANCE				8,075.00	
Total Fund 201 Recreation Donations				8,075.00	
Fund: 202 Park Dedication Fund					
Department: 40-68 LAND PURCHASES					
202-40-68-430000-PR2230	Professional Services	LHB Inc	CONSTRUCTION DOCUMENTS AND SUPPORT	208.75	1613
Total Department 40-68 LAND PURCHASES				208.75	
Total Fund 202 Park Dedication Fund				208.75	
Fund: 204 PARK MAINTENANCE					
Department: 40-43 RECREATION MAINTENANCE					
204-40-43-422000	Clothing	Cintas Corporation	COVERALL / NAVY TWILL	2.73	110626
204-40-43-422000	Clothing	Cintas Corporation	COVERALL / NAVY TWILL	2.73	110626
204-40-43-423000	Vehicle Supplies & Mainten	BDI	NICE RADIAL BALL BEARING	132.21	110639
204-40-43-423000	Vehicle Supplies & Mainten	Davis Lock & Safe Inc	3 KEY CUTS	16.95	110611
204-40-43-424000	Operating Supplies	Certified Laboratories, In	2 STING-X PRO AEROSOL; FUEL SURCHARGE	446.95	1605
204-40-43-424000	Operating Supplies	Flagship Recreation	TROLLEY ASSEMBLY; CHAIN CONNECTOR; VA	854.14	110631
204-40-43-424000-PR0627	Operating Supplies	Bachman's Inc	VARIOUS FLOWERS - ARBORETUM	342.91	1593
204-40-43-424000-PR0627	Operating Supplies	Bachman's Inc	ROSES, VARIOUS - ARBORETUM	71.49	1593
204-40-43-430000	Professional Services	GILBERT MECHANICAL CONTRAC	ANNUAL FIRE SPRINKLER SYSTEM INSPECTI	500.00	110620
204-40-43-430000-PR0400	Professional Services	PRECISION LANDSCAPE & TREE	TREE REMOVAL, RESERVOIR WOODS	1,204.00	110619
204-40-43-430000-PR0400	Professional Services	PRECISION LANDSCAPE & TREE	TREE REMOVALS (4)	2,511.00	110619
204-40-43-431000	Telephone	Verizon	DATA JUL 27-AUG 26	356.62	110642
204-40-43-431000-PR0627	Telephone	Verizon	DATA JUL 27-AUG 26	35.01	110642

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 204 PARK MAINTENANCE					
Department: 40-43 RECREATION MAINTENANCE					
			Total Department 40-43 RECREATION MAINTENANCE	6,476.74	
			Total Fund 204 PARK MAINTENANCE	6,476.74	
Fund: 221 Municipal Jazz Band					
Department: 40-45 BIG BAND ACTIVITIES					
221-40-45-430000	Professional Services	FREDERICK MELVIN BALLEW IV	BIG BAND DIRECTOR PAY	250.00	1878
			Total Department 40-45 BIG BAND ACTIVITIES	250.00	
			Total Fund 221 Municipal Jazz Band	250.00	
Fund: 260 Community Development					
Department: 00-00 GENERAL					
260-00-00-230130-CD1235	Development Escrow	Kennedy & Graven,	Chartere COSTS FOR REDO OF TIF DISTRICT	414.70	110673
260-00-00-230130-CD1240	Development Escrow	Kennedy & Graven,	Chartere COSTS FOR REDO OF TIF DISTRICT	232.90	110673
			Total Department 00-00 GENERAL	647.60	
Department: 56-17 BUILDING PERMITS & INSPECTIONS					
260-56-17-420000	Office Supplies	Innovative Office Solution	AUGUST OFFICE SUPPLIES	20.72	1865
260-56-17-430007	Electrical Inspections	Stephen Tokle Inspections,	AUGUST 2024 ELECTRICAL INSPECTOR FEES	7,989.00	1877
260-56-17-431000	Telephone	Verizon	DATA JUL 27-AUG 26	52.00	110642
260-56-17-443600	Software Operating Charges	Accela, Inc.	ACCELA USER LICENSE FEES	22,976.01	110716
			Total Department 56-17 BUILDING PERMITS & INSPECTIONS	31,037.73	
Department: 56-25 NUISANCE CODE ENFORCEMENT					
260-56-25-443600	Software Operating Charges	Accela, Inc.	ACCELA USER LICENSE FEES	2,872.00	110716
			Total Department 56-25 NUISANCE CODE ENFORCEMENT	2,872.00	
Department: 56-55 CD - NEIGHBORHOOD ENHANCEMENT PROGRAM					
260-56-55-443600	Software Operating Charges	Accela, Inc.	ACCELA USER LICENSE FEES	2,872.00	110716
			Total Department 56-55 CD - NEIGHBORHOOD ENHANCEMENT PROGRAM	2,872.00	
Department: 56-57 PLANNING DEPARTMENT					
260-56-57-424000	Operating Supplies	Innovative Office Solution	AUGUST OFFICE SUPPLIES	43.60	1865
260-56-57-443600	Software Operating Charges	Accela, Inc.	ACCELA USER LICENSE FEES	5,744.01	110716
			Total Department 56-57 PLANNING DEPARTMENT	5,787.61	
			Total Fund 260 Community Development	43,216.94	
Fund: 265 License Center					
Department: 05-00 DEPUTY REGISTER					
265-05-00-420000	Office Supplies	Innovative Office Solution	JULY OFFICE SUPPLIES	76.99	1607
265-05-00-420000	Office Supplies	Innovative Office Solution	AUGUST OFFICE SUPPLIES	308.19	1865
265-05-00-424000	Operating Supplies	Innovative Office Solution	JULY OFFICE SUPPLIES	479.80	1607
265-05-00-424000	Operating Supplies	Innovative Office Solution	AUGUST OFFICE SUPPLIES	479.80	1865
265-05-00-430000	Professional Services	Huebsch, Inc.	MATS/RUGS	404.34	110688
265-05-00-448000	Miscellaneous	Shred-N-Go, Inc.	LICENSE CENTER SHREDDING THRU 8/30	144.93	110644
			Total Department 05-00 DEPUTY REGISTER	1,894.05	
			Total Fund 265 License Center	1,894.05	
Fund: 297 Police - Safe Harbor					
Department: 10-00 POLICE DEPARTMENT					
297-10-00-430000	Professional Services	Multilingual word, Inc.	INTERPRETIVE SERVICES -CUNDIFF	166.31	110699
			Total Department 10-00 POLICE DEPARTMENT	166.31	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 297 Police - Safe Harbor					
			Total Fund 297 Police - Safe Harbor	166.31	
Fund: 400 Equipment Revolving					
Department: 10-00 POLICE DEPARTMENT					
400-10-00-443500	Minor Equipment	Motorola Solutions, Inc.	POLICE RADIOS	6,006.96	110625
400-10-00-443500-PD0032	Public Safety Aid - Minor	Emblem Enterprises, Inc	UPDATED PATCHES (NEW STATE SEAL) - PU	4,005.90	110616
			Total Department 10-00 POLICE DEPARTMENT	10,012.86	
			Total Fund 400 Equipment Revolving	10,012.86	
Fund: 402 Parks & Recreation Vehicle Rev					
Department: 40-40 RECREATION ADMINISTRATION					
402-40-40-453000	Other Improvements	Crysteel Truck Equipment,	SNOWPLOW EQUIPMENT/INSTALLATION	9,876.00	1608
			Total Department 40-40 RECREATION ADMINISTRATION	9,876.00	
Department: 40-53 SKATING CENTER					
402-40-53-451000	Furniture & Fixtures	REFURBIFY, LLC	BLINDS FOR BANQUET ROOMS	2,025.00	110700
			Total Department 40-53 SKATING CENTER	2,025.00	
			Total Fund 402 Parks & Recreation Vehicle Rev	11,901.00	
Fund: 409 Plant Fund					
Department: 08-00 CENTRAL SERVICES					
409-08-00-438100	Rental-Copier Machines	Definitive Technology Solu	COPIER RENTAL	3,289.29	110691
			Total Department 08-00 CENTRAL SERVICES	3,289.29	
			Total Fund 409 Plant Fund	3,289.29	
Fund: 410 GENERAL FACILITIES REPLACEMENT FUND					
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
410-20-20-443500	Minor Equipment	All State Communications,	CAMERAS - LICENSE CENTER	3,275.00	110682
410-20-20-453000	Other Improvements	Schwab Vollhaber Lubratt S	ADDED VENT PARTS	1,750.00	110621
			Total Department 20-20 PUBLIC WORKS ADMINISTRATION	5,025.00	
			Total Fund 410 GENERAL FACILITIES REPLACEMENT FUND	5,025.00	
Fund: 417 STREETSCAPE					
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
417-20-20-439000	CONTRACT MAINTENANCE	SANDSTROM LAND MANAGEMENT,	STREETSCAPE MAINTENANCE THRU AUGUST	7,152.34	1874
417-20-20-439000	CONTRACT MAINTENANCE	SANDSTROM LAND MANAGEMENT,	Streetscape Maintenance	7,500.00	1874
			Total Department 20-20 PUBLIC WORKS ADMINISTRATION	14,652.34	
			Total Fund 417 STREETSCAPE	14,652.34	
Fund: 590 Special Assmt. Construction					
Department: 20-23 STREET CONSTRUCTION					
590-20-23-453000-PW2404	Cty Rd B Recon & 2024 PMP	AMERICAN ENGINEERING TESTI	SAP - 2024 PMP	2,823.05	1592
			Total Department 20-23 STREET CONSTRUCTION	2,823.05	
			Total Fund 590 Special Assmt. Construction	2,823.05	
Fund: 592 Street Construction - 2022					
Department: 20-23 STREET CONSTRUCTION					
592-20-23-490000-PW2222	Contractor Payments	TKDA Associates	MCCARRONS RETAINING WALL	1,495.02	110663
592-20-23-490000-PW2222	Contractor Payments	Veit & Company, Inc.	S MCCARRONS RETAINING WALL	650,766.14	110670
			Total Department 20-23 STREET CONSTRUCTION	652,261.16	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 592 Street Construction - 2022					
Total Fund 592 Street Construction - 2022				652,261.16	
Fund: 600 Sanitary Sewer					
Department: 00-00 GENERAL					
600-00-00-202000	Accounts Payable	BENJAMIN SHERRARD	UB refund for account: 023292-000	4.79	110658
600-00-00-202000	Accounts Payable	CARLY WYNN & STEVE SPIERS	UB refund for account: 024394-000	83.89	110708
600-00-00-202000	Accounts Payable	GEORGE KRIENKE	UB refund for account: 004145-000	9.18	110655
600-00-00-202000	Accounts Payable	JOHN LUNDEEN	UB refund for account: 025280-000	173.57	110709
600-00-00-202000	Accounts Payable	JUDITH JOHNSON	UB refund for account: 023753-000	76.69	110704
600-00-00-202000	Accounts Payable	JUSTIN ADAMS	UB refund for account: 025683-000	119.21	110711
600-00-00-202000	Accounts Payable	LOUIS REYNOLDS	UB refund for account: 003250-000	154.52	110707
600-00-00-202000	Accounts Payable	MARY CHAPMAN	UB refund for account: 015435-000	28.37	110710
600-00-00-202000	Accounts Payable	MARY ENTERLINE	UB refund for account: 026412-000	19.98	110657
600-00-00-202000	Accounts Payable	MS RELOCATION SERVICES	UB refund for account: 026340-000	21.82	110654
600-00-00-202000	Accounts Payable	NATHAN BRANT	UB refund for account: 021355-000	56.25	110705
600-00-00-202000	Accounts Payable	NINA & JASON STEINER	UB refund for account: 004446-000	129.19	110706
600-00-00-202000	Accounts Payable	SANDRA FUCHS	UB refund for account: 007004-000	6.28	110653
600-00-00-202000	Accounts Payable	SUSAN BERG	UB refund for account: 002420-000	21.68	110656
600-00-00-208000	Sewer SAC Charges	Metropolitan Council	AUGUST 2024 SAC PAYMENT	9,840.60	1599
Total Department 00-00 GENERAL				10,746.02	
Department: 50-00 SANITARY SEWER					
600-50-00-420000	Office Supplies	Innovative Office Solution	JULY OFFICE SUPPLIES	15.60	1607
600-50-00-423000	Vehicle Supplies & Mainten	Cummins Sales and Service	GENERATOR REPAIR TELEVISING TRAILER S	369.68	110627
600-50-00-423000	Vehicle Supplies & Mainten	Cummins Sales and Service	GENERATOR REPAIR TELEVISING SEWER TRA	455.40	110627
600-50-00-424000	Operating Supplies	GRAINGER	HOUR METER	81.43	110661
600-50-00-424200-PW2418	PRIVATE SANITARY SEWER RE	OUVERSON SEWER AND WATER	I&I REBATE - 80%	7,600.00	110702
600-50-00-453000-PW2406	Other Improvements	Hydro Klean	2024 SEWER LINING - PAY REQUEST 6	74,279.28	1870
600-50-00-453000-PW2406	Other Improvements	Hydro Klean	2024 SEWER LINING - PAY REQUEST 5	95,966.08	1616
Total Department 50-00 SANITARY SEWER				178,767.47	
Total Fund 600 Sanitary Sewer				189,513.49	
Fund: 610 Water Fund					
Department: 00-00 GENERAL					
610-00-00-202000	Accounts Payable	BENJAMIN SHERRARD	UB refund for account: 023292-000	5.52	110658
610-00-00-202000	Accounts Payable	CARLY WYNN & STEVE SPIERS	UB refund for account: 024394-000	56.50	110708
610-00-00-202000	Accounts Payable	GEORGE KRIENKE	UB refund for account: 004145-000	9.82	110655
610-00-00-202000	Accounts Payable	JOHN LUNDEEN	UB refund for account: 025280-000	107.08	110709
610-00-00-202000	Accounts Payable	JUDITH JOHNSON	UB refund for account: 023753-000	55.99	110704
610-00-00-202000	Accounts Payable	JUSTIN ADAMS	UB refund for account: 025683-000	5.55	110711
610-00-00-202000	Accounts Payable	LOUIS REYNOLDS	UB refund for account: 003250-000	31.31	110707
610-00-00-202000	Accounts Payable	MARY CHAPMAN	UB refund for account: 015435-000	39.17	110710
610-00-00-202000	Accounts Payable	MARY ENTERLINE	UB refund for account: 026412-000	20.79	110657
610-00-00-202000	Accounts Payable	MS RELOCATION SERVICES	UB refund for account: 026340-000	23.27	110654
610-00-00-202000	Accounts Payable	NATHAN BRANT	UB refund for account: 021355-000	78.03	110705
610-00-00-202000	Accounts Payable	NINA & JASON STEINER	UB refund for account: 004446-000	75.13	110706
610-00-00-202000	Accounts Payable	SANDRA FUCHS	UB refund for account: 007004-000	62.95	110653
610-00-00-202000	Accounts Payable	SUSAN BERG	UB refund for account: 002420-000	1.57	110656
Total Department 00-00 GENERAL				572.68	
Department: 51-00 WATER FUND					
610-51-00-420000	Office Supplies	Innovative Office Solution	JULY OFFICE SUPPLIES	15.60	1607
610-51-00-424000	Operating Supplies	FERGUSON WATERWORKS #2518	1" T-10 METERS	1,601.24	1614
610-51-00-424000	Operating Supplies	FERGUSON WATERWORKS #2518	3/4" METERS	3,387.76	1614

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 610 Water Fund					
Department: 51-00 WATER FUND					
610-51-00-424000	Operating Supplies	FERGUSON WATERWORKS #2518	8" ABANDONED CORP	962.00	1614
610-51-00-424000	Operating Supplies	FERGUSON WATERWORKS #2518	R900 MIU UPGRADE FEE	1,295.40	1614
610-51-00-424000	Operating Supplies	Fra-Dor Inc.	ROCK	372.60	110615
610-51-00-424000	Operating Supplies	MARTIN MARIETTA MATERIALS,	ASPHALT PATCHING MATERIAL	1,528.66	110609
610-51-00-430000	Professional Services	Escape Fire Protection	Flush and Inspect 430 Private Hydrant	24,510.00	110632
610-51-00-430000	Professional Services	Twin City Water Clinic, In	JULY DISTRIBUTION SAMPLES	680.00	110613
610-51-00-431000	Telephone	T Mobile	ACCOUNT #967323231, MOBILE # 651-417-	35.83	110689
610-51-00-439000	CONTRACT MAINTENANCE	Advanced Engineering & Env	LABOR FOR SCADA SYSTEM	1,684.00	110634
610-51-00-439000	CONTRACT MAINTENANCE	MIDWEST FENCE & MANUFACTUR	WATER TOWER FENCE	5,980.00	110672
610-51-00-453000	Other Improvements	MIDWEST FENCE & MANUFACTUR	WATER TOWER FENCE	35,724.00	110672
Total Department 51-00 WATER FUND				77,777.09	
Total Fund 610 Water Fund				78,349.77	
Fund: 620 Golf Course					
Department: 52-51 CEDARHOLM GOLF COURSE					
620-52-51-423000	Vehicle Supplies & Mainten	MTI Distributing, Inc.	TORO 4700 PARTS	239.53	1860
620-52-51-424000	Operating Supplies	Leitner Co	TOP DRESSING SAND	1,065.01	110665
620-52-51-424000	Operating Supplies	MTI Distributing, Inc.	FLX35-3134, FLX30-06-1	790.06	1860
620-52-51-424000-PR5304	Operating Supplies	Callaway Golf Company	HATS FOR JUNIOR LEAGUE PARTICIPANTS	141.43	110659
620-52-51-425000	Merchandise for Sale	Coffee Mill, Inc.	COFFEE FOR RESALE	105.00	110622
620-52-51-425000	Merchandise for Sale	Coffee Mill, Inc.	COFFEE FOR RESALE	495.00	110622
620-52-51-425000	Merchandise for Sale	SMALL LOT COOP LLC	WINE FOR RESALE	200.09	110649
620-52-51-425000	Merchandise for Sale	SMALL LOT COOP LLC	WINE FOR RESALE	149.92	110649
620-52-51-439000	CONTRACT MAINTENANCE	On Site Companies-OSSTC	8/31-9/27 STANDARD CONSTRUCTION RESTR	142.00	110662
620-52-51-439000	CONTRACT MAINTENANCE	On Site Companies-OSSTC	STD CONSTRUCTION RESTROOM	142.00	110610
Total Department 52-51 CEDARHOLM GOLF COURSE				3,470.04	
Total Fund 620 Golf Course				3,470.04	
Fund: 640 Storm Drainage					
Department: 00-00 GENERAL					
640-00-00-202000	Accounts Payable	BENJAMIN SHERRARD	UB refund for account: 023292-000	1.94	110658
640-00-00-202000	Accounts Payable	CARLY WYNN & STEVE SPIERS	UB refund for account: 024394-000	33.76	110708
640-00-00-202000	Accounts Payable	GEORGE KRIENKE	UB refund for account: 004145-000	4.88	110655
640-00-00-202000	Accounts Payable	JOHN LUNDEEN	UB refund for account: 025280-000	64.01	110709
640-00-00-202000	Accounts Payable	JUDITH JOHNSON	UB refund for account: 023753-000	33.44	110704
640-00-00-202000	Accounts Payable	JUSTIN ADAMS	UB refund for account: 025683-000	61.07	110711
640-00-00-202000	Accounts Payable	LOUIS REYNOLDS	UB refund for account: 003250-000	18.72	110707
640-00-00-202000	Accounts Payable	MARY CHAPMAN	UB refund for account: 015435-000	1.43	110710
640-00-00-202000	Accounts Payable	MARY ENTERLINE	UB refund for account: 026412-000	11.43	110657
640-00-00-202000	Accounts Payable	MS RELOCATION SERVICES	UB refund for account: 026340-000	11.67	110654
640-00-00-202000	Accounts Payable	NATHAN BRANT	UB refund for account: 021355-000	14.23	110705
640-00-00-202000	Accounts Payable	NINA & JASON STEINER	UB refund for account: 004446-000	44.91	110706
640-00-00-202000	Accounts Payable	SUSAN BERG	UB refund for account: 002420-000	17.24	110656
Total Department 00-00 GENERAL				318.73	
Department: 54-00 STORM WATER					
640-54-00-420000	Office Supplies	Innovative Office Solution	JULY OFFICE SUPPLIES	15.60	1607
640-54-00-424000	Operating Supplies	SiteOne Landscape Supply,	STUMP HERBICIDE	50.11	110640
640-54-00-439000-PW2408	CONTRACT MAINTENANCE	WSB & Associates, Inc.	2024 POND MAINTENANCE THRU JULY	910.50	1864
640-54-00-452000	Vehicles / Equipment	MacQueen Equipment	2023 Elgin Crosswind1 one engine Rege	283,889.00	1880
640-54-00-453000-PW2409	2024 BMP Maintenance	SANDSTROM LAND MANAGEMENT,	BMP MAINTENANCE THRU AUGUST	5,360.43	1874

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 640 Storm Drainage					
Department: 54-00 STORM WATER					
640-54-00-453000-PW2410	Other Improvements	Hugo's Tree Care	OASIS IESF PIPE REPAIR	18,085.00	110681
			Total Department 54-00 STORM WATER	308,310.64	
			Total Fund 640 Storm Drainage	308,629.37	
Fund: 650 ENVIRONMENTAL					
Department: 00-00 GENERAL					
650-00-00-202000	Accounts Payable	BENJAMIN SHERRARD	UB refund for account: 023292-000	1.05	110658
650-00-00-202000	Accounts Payable	CARLY WYNN & STEVE SPIERS	UB refund for account: 024394-000	18.29	110708
650-00-00-202000	Accounts Payable	GEORGE KRIENKE	UB refund for account: 004145-000	2.65	110655
650-00-00-202000	Accounts Payable	JOHN LUNDEEN	UB refund for account: 025280-000	34.70	110709
650-00-00-202000	Accounts Payable	JUDITH JOHNSON	UB refund for account: 023753-000	18.12	110704
650-00-00-202000	Accounts Payable	JUSTIN ADAMS	UB refund for account: 025683-000	33.07	110711
650-00-00-202000	Accounts Payable	LOUIS REYNOLDS	UB refund for account: 003250-000	10.17	110707
650-00-00-202000	Accounts Payable	MARY CHAPMAN	UB refund for account: 015435-000	0.76	110710
650-00-00-202000	Accounts Payable	MARY ENTERLINE	UB refund for account: 026412-000	6.20	110657
650-00-00-202000	Accounts Payable	MS RELOCATION SERVICES	UB refund for account: 026340-000	6.33	110654
650-00-00-202000	Accounts Payable	NATHAN BRANT	UB refund for account: 021355-000	7.69	110705
650-00-00-202000	Accounts Payable	NINA & JASON STEINER	UB refund for account: 004446-000	24.32	110706
650-00-00-202000	Accounts Payable	SUSAN BERG	UB refund for account: 002420-000	9.35	110656
			Total Department 00-00 GENERAL	172.70	
Department: 65-00 SOLID WASTE RECYCLE					
650-65-00-424000	Operating Supplies	Northstar Maintenance Mana	COMPOSTABLE SUPPLIES	549.09	110697
650-65-00-430000	Professional Services	Eureka Recycling	RECYCLING SERVICE THRU AUGUST	74,922.00	1863
			Total Department 65-00 SOLID WASTE RECYCLE	75,471.09	
			Total Fund 650 ENVIRONMENTAL	75,643.79	
Fund: 700 Workers Compensation					
Department: 60-00 WORKERS COMPENSATION					
700-60-00-430000	Professional Services	SFM RISK SOLUTIONS	AUG 24 ADMIN SERVICES	36.00	1610
			Total Department 60-00 WORKERS COMPENSATION	36.00	
			Total Fund 700 Workers Compensation	36.00	
Fund: 710 Risk Management					
Department: 00-00 GENERAL					
710-00-00-210503	DENTAL	Delta Dental Plan of Minne	AUGUST DENTAL CLAIMS	3,932.53	1594
710-00-00-210503	DENTAL	Delta Dental Plan of Minne	DENTAL ADMIN FEES AUGUST	766.84	1594
			Total Department 00-00 GENERAL	4,699.37	
Department: 61-00 RISK MANAGEMENT					
710-61-00-430000	Professional Services	Stericycle, Inc.	STERI-SAFE BUDGET SUBSCRIPTION	325.40	110669
			Total Department 61-00 RISK MANAGEMENT	325.40	
			Total Fund 710 Risk Management	5,024.77	
Fund: 722 C.D.B.G. Park Improvements					
Department: 57-78 EDA - NEIGHBORHOOD ENHANCEMENT PROGRAM					
722-57-78-490000	Contractor Payments	Montgomery Brinkman, LLC	ACCELERATED ABATEMENT GRASS/CUT VEG D	827.00	110717
722-57-78-490000	Contractor Payments	PRECISION LANDSCAPE & TREE	CONSENT TO ABATE TREE DEBRIS AT CEMET	2,700.00	110619
			Total Department 57-78 EDA - NEIGHBORHOOD ENHANCEMENT PROGRAM	3,527.00	
			Total Fund 722 C.D.B.G. Park Improvements	3,527.00	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 723 Housing & Redevelopment Agency					
Department: 00-00 GENERAL					
723-00-00-119118	Senior Deferred Loans	Center for Energy and Envi	LOANS AND ADMIN FEES	37,722.00	1620
723-00-00-119119	GMHC Revolving Home Imprv	Center for Energy and Envi	LOANS AND ADMIN FEES	40,000.00	1620
Total Department 00-00 GENERAL				77,722.00	
Total Fund 723 Housing & Redevelopment Agency				77,722.00	
Fund: 725 EDA Operating Fund					
Department: 57-00 EDA - GENERAL					
725-57-00-430000	Professional Services	Golden Shovel Agency	MARKETING ASSISTANCE	1,050.00	1875
Total Department 57-00 EDA - GENERAL				1,050.00	
Department: 57-73 EDA - OWNERSHIP REHAB PROGRAM					
725-57-73-430000	Professional Services	Center for Energy and Envi	LOANS AND ADMIN FEES	3,000.00	1620
Total Department 57-73 EDA - OWNERSHIP REHAB PROGRAM				3,000.00	
Total Fund 725 EDA Operating Fund				4,050.00	
Fund: 727 South East Roseville Initiativ					
Department: 57-00 EDA - GENERAL					
727-57-00-430000	Professional Services	Saint Paul Area Chamber of	RICE & LARPENTEUR ALLIANCE PROFESSION	10,416.67	110714
Total Department 57-00 EDA - GENERAL				10,416.67	
Total Fund 727 South East Roseville Initiativ				10,416.67	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY GL DISTRIBUTION ---					
		100-00-00-210600	Union Dues Deduction	6,931.48	
		100-00-00-211100	ICMA Def Comp	9,384.25	
		100-00-00-211101	Mission SQ Roth	250.00	
		100-00-00-211202	HRA Employer	8,200.00	
		100-01-00-430000	Professional Services	890.50	
		100-02-00-420000	Office Supplies	229.62	
		100-02-00-424000	Operating Supplies	58.50	
		100-02-00-430000	Professional Services	75,079.01	
		100-02-00-442000	Memberships & Subscriptions	634.00	
		100-04-00-420000	Office Supplies	33.11	
		100-04-00-430000	Professional Services	246.00	
		100-06-00-430000	Professional Services	18,946.20	
		100-08-00-420000	Office Supplies	1,329.83	
		100-10-00-420000	Office Supplies	528.50	
		100-10-00-422000	Clothing	718.97	
		100-10-00-424000-PD0002	Operating Supplies	55.51	
		100-10-00-430000	Professional Services	4,814.91	
		100-10-00-430004	Police Explorer Program	72.98	
		100-10-00-431000	Telephone	5,239.50	
		100-10-00-439000	CONTRACT MAINTENANCE	57.93	
		100-10-00-441100	Tuition Reimbursement	1,681.80	
		100-13-00-422000	Clothing	227.98	
		100-13-00-423000	Vehicle Supplies & Maintenance	211.66	
		100-13-00-430000	Professional Services	2,100.00	
		100-13-00-439000	CONTRACT MAINTENANCE	7,735.44	
		100-13-00-441000	Training	300.00	
		100-13-13-437000	Contract Maint. - Vehicles	10,963.00	
		100-13-13-440000	Conferences	975.00	
		100-20-20-420000	Office Supplies	178.35	
		100-20-20-424000	Operating Supplies	257.25	
		100-20-21-423000	Vehicle Supplies & Maintenance	341.03	
		100-20-21-424000	Operating Supplies	430.52	
		100-20-21-439000	CONTRACT MAINTENANCE	4,250.00	
		100-20-22-439000	CONTRACT MAINTENANCE	2,144.38	
		100-20-30-421000	Motor Fuel	21,328.12	
		100-20-30-422000	Clothing	88.22	
		100-20-30-423000	Vehicle Supplies & Maintenance	6,462.16	
		100-20-30-437000	Contract Maint. - Vehicles	8,122.91	
		100-23-00-424000	Op Supplies-City Hall	1,278.01	
		100-23-00-430000	Professional Services	3,848.00	
		100-23-00-436001	Utilities-City Hall	4,024.23	
		100-23-00-439001	CONTRACT MAINTENANCE - CITY HALL	1,062.13	
		100-23-00-439003	Contract Maint.- City Garage	156.55	
		100-23-00-439010	Contract Mani. - HVAC	212.00	
		103-00-00-230000	Deposits	6,466.50	
		103-00-00-230150	Cell Tower Escrow	644.31	
		103-20-00-443600	Software Operating Charges	14,360.01	
		110-09-00-442000	Memberships & Subscriptions	24,420.97	
		110-09-00-448000	Miscellaneous	87.46	
		200-40-40-420000	Office Supplies	62.85	
		200-40-40-442000	Memberships & Subscriptions	900.00	
		200-40-41-344000-PR0281	Fee Program Revenue	50.00	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		200-40-41-424000-PR0250	Operating Supplies	2,990.30	
		200-40-41-430000-PR0212	Professional Services	4,578.25	
		200-40-41-430000-PR0227	Professional Services	1,046.00	
		200-40-41-430000-PR0242	Professional Services	95.00	
		200-40-41-430000-PR0248	Professional Services	4,035.00	
		200-40-41-430000-PR0252	Professional Services	4,896.00	
		200-40-41-430000-PR0253	Professional Services	3,855.60	
		200-40-41-430000-PR0265	Professional Services	1,610.70	
		200-40-41-430000-PR0270	Professional Services	288.80	
		200-40-41-430000-PR0273	Professional Services	2,574.00	
		200-40-42-430000-PR0115	Professional Services	1,417.50	
		200-40-42-430000-PR0123	Professional Services	1,070.00	
		200-40-42-430000-PR0298	Professional Services	2,817.60	
		200-40-42-430000-PR0299	Professional Services	1,317.60	
		200-40-42-438000	Rental	1,961.00	
		200-40-50-436000-PR0119	Utilities	312.00	
		200-40-53-424000	Operating Supplies	964.64	
		200-40-53-425000-PR5512	Merchandise for Sale	34.68	
		200-40-53-430000	Professional Services	649.65	
		200-40-53-436000	Utilities	768.37	
		200-40-53-439000	CONTRACT MAINTENANCE	600.00	
		201-40-43-424000	Operating Supplies	8,075.00	
		202-40-68-430000-PR2230	Professional Services	208.75	
		204-40-43-422000	Clothing	5.46	
		204-40-43-423000	Vehicle Supplies & Maintenance	149.16	
		204-40-43-424000	Operating Supplies	1,301.09	
		204-40-43-424000-PR0627	Operating Supplies	414.40	
		204-40-43-430000	Professional Services	500.00	
		204-40-43-430000-PR0400	Professional Services	3,715.00	
		204-40-43-431000	Telephone	356.62	
		204-40-43-431000-PR0627	Telephone	35.01	
		221-40-45-430000	Professional Services	250.00	
		260-00-00-230130-CD1235	Development Escrow	414.70	
		260-00-00-230130-CD1240	Development Escrow	232.90	
		260-56-17-420000	Office Supplies	20.72	
		260-56-17-430007	Electrical Inspections	7,989.00	
		260-56-17-431000	Telephone	52.00	
		260-56-17-443600	Software Operating Charges	22,976.01	
		260-56-25-443600	Software Operating Charges	2,872.00	
		260-56-55-443600	Software Operating Charges	2,872.00	
		260-56-57-424000	Operating Supplies	43.60	
		260-56-57-443600	Software Operating Charges	5,744.01	
		265-05-00-420000	Office Supplies	385.18	
		265-05-00-424000	Operating Supplies	959.60	
		265-05-00-430000	Professional Services	404.34	
		265-05-00-448000	Miscellaneous	144.93	
		297-10-00-430000	Professional Services	166.31	
		400-10-00-443500	Minor Equipment	6,006.96	
		400-10-00-443500-PD0032	Public Safety Aid - Minor Equi	4,005.90	
		402-40-40-453000	Other Improvements	9,876.00	
		402-40-53-451000	Furniture & Fixtures	2,025.00	
		409-08-00-438100	Rental-Copier Machines	3,289.29	
		410-20-20-443500	Minor Equipment	3,275.00	
		410-20-20-453000	Other Improvements	1,750.00	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		417-20-20-439000	CONTRACT MAINTENANCE	14,652.34	
		590-20-23-453000-PW2404	Cty Rd B Recon & 2024 PMP	2,823.05	
		592-20-23-490000-PW2222	Contractor Payments	652,261.16	
		600-00-00-202000	Accounts Payable	905.42	
		600-00-00-208000	Sewer SAC Charges	9,840.60	
		600-50-00-420000	Office Supplies	15.60	
		600-50-00-423000	Vehicle Supplies & Maintenance	825.08	
		600-50-00-424000	Operating Supplies	81.43	
		600-50-00-424200-PW2418	PRIVATE SANITARY SEWER REPAIRS	7,600.00	
		600-50-00-453000-PW2406	Other Improvements	170,245.36	
		610-00-00-202000	Accounts Payable	572.68	
		610-51-00-420000	Office Supplies	15.60	
		610-51-00-424000	Operating Supplies	9,147.66	
		610-51-00-430000	Professional Services	25,190.00	
		610-51-00-431000	Telephone	35.83	
		610-51-00-439000	CONTRACT MAINTENANCE	7,664.00	
		610-51-00-453000	Other Improvements	35,724.00	
		620-52-51-423000	Vehicle Supplies & Maintenance	239.53	
		620-52-51-424000	Operating Supplies	1,855.07	
		620-52-51-424000-PR5304	Operating Supplies	141.43	
		620-52-51-425000	Merchandise for Sale	950.01	
		620-52-51-439000	CONTRACT MAINTENANCE	284.00	
		640-00-00-202000	Accounts Payable	318.73	
		640-54-00-420000	Office Supplies	15.60	
		640-54-00-424000	Operating Supplies	50.11	
		640-54-00-439000-PW2408	CONTRACT MAINTENANCE	910.50	
		640-54-00-452000	Vehicles / Equipment	283,889.00	
		640-54-00-453000-PW2409	2024 BMP Maintenance	5,360.43	
		640-54-00-453000-PW2410	Other Improvements	18,085.00	
		650-00-00-202000	Accounts Payable	172.70	
		650-65-00-424000	Operating Supplies	549.09	
		650-65-00-430000	Professional Services	74,922.00	
		700-60-00-430000	Professional Services	36.00	
		710-00-00-210503	DENTAL	4,699.37	
		710-61-00-430000	Professional Services	325.40	
		722-57-78-490000	Contractor Payments	3,527.00	
		723-00-00-119118	Senior Deferred Loans	37,722.00	
		723-00-00-119119	GMHC Revolving Home Imprv Loan	40,000.00	
		725-57-00-430000	Professional Services	1,050.00	
		725-57-73-430000	Professional Services	3,000.00	
		727-57-00-430000	Professional Services	10,416.67	
---	TOTALS BY FUND ---				
		100	General Fund	212,079.54	
		103	Contracted Engineering Svcs	21,470.82	
		110	Telecommunications	24,508.43	
		200	Recreation Fund	38,895.54	
		201	Recreation Donations	8,075.00	
		202	Park Dedication Fund	208.75	
		204	PARK MAINTENANCE	6,476.74	
		221	Municipal Jazz Band	250.00	
		260	Community Development	43,216.94	
		265	License Center	1,894.05	
		297	Police - Safe Harbor	166.31	
		400	Equipment Revolving	10,012.86	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		402	Parks & Recreation Vehicle Rev	11,901.00	
		409	Plant Fund	3,289.29	
		410	GENERAL FACILITIES REPLACEMENT FUND	5,025.00	
		417	STREETSCAPE	14,652.34	
		590	Special Assmt. Construction	2,823.05	
		592	Street Construction - 2022	652,261.16	
		600	Sanitary Sewer	189,513.49	
		610	Water Fund	78,349.77	
		620	Golf Course	3,470.04	
		640	Storm Drainage	308,629.37	
		650	ENVIRONMENTAL	75,643.79	
		700	Workers Compensation	36.00	
		710	Risk Management	5,024.77	
		722	C.D.B.G. Park Improvements	3,527.00	
		723	Housing & Redevelopment Agency	77,722.00	
		725	EDA Operating Fund	4,050.00	
		727	South East Roseville Initiativ	10,416.67	
		Total For All Funds:		1,813,589.72	

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/23/2024

Item No.: 10.b.

Department Approval

City Manager Approval



Item Description: Approve 1 Massage Therapy Establishment License

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:

Massage Therapy Establishment License

Birch Tree Bodywork, LLC
2499 Rice Street #71
Roseville, MN 55113

Emily Murray has submitted an application as the sole owner of a Massage Therapy Establishment located at 2499 Rice Street #71.

Policy Objectives

Required by City Code

Equity Impact Summary

There is no anticipated equity impact.

Budget Implications

The correct fees were paid to the City at the time the application was made.

Staff Recommendations

Staff has reviewed the application and has determined that the applicant meets all City requirements. Staff recommends approval of the license.

Requested Council Action

Motion to approve the Massage Therapy Establishment License for Birch Tree Bodywork, LLC.

Prepared by: Allie Sertich

Attachments: 1. Birch Tree Application



Administration Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7023

Massage Therapy Establishment License Application

☒ New License ☐ Renewal For License Year Ending June 30, 2025

Business Name Birch Tree Bodywork, LLC

Business Address 2499 Rice St #71 (Starting 11/1/24)

Business Phone 612-440-1210

Email Address birchtreebw@gmail.com

Tax ID 7922315 Federal Tax ID 87-1383135

Attach Proof of Minnesota Tax Identification form

Person to Contact in Regard to Business License:

Full Legal Name (Please Print) Murray (Last) Emily (First) Margaret (Middle)

Home Address [REDACTED] (Street) [REDACTED] (State) [REDACTED]

Telephone [REDACTED] ☒ Cell ☐ Home ☐ Work

Date of Birth (mm/dd/yyyy) [REDACTED]

Drivers License Number [REDACTED] State of Issuance MN

Sex: ☐ Male ☒ Female

Have you ever used or been known by any name other than the legal name given above?

☐ Yes ☒ No If Yes, List each full name along with dates and places where used.

Has the business held any previous massage therapy establishment licenses in the past five years? If yes, in which city was it licensed?

☒ Yes 116 Chestnut St E Stillwater ☐
MN 55082 (present until Nov. 1)

NOTE: Failure to disclose previous licenses will result in an automatic denial of your application.

Falsification of answers given or material submitted will result in denial of application.

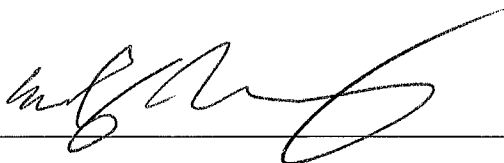
The information that you are asked to provide on the application is classified by State law as either public, private or confidential. All data, with the exception of driver's license numbers and social security numbers, will constitute public record if and when the license is granted. Our intended use of the information is to perform the background check procedures required prior to license issuance. If you refuse to supply the information, the license application may not be processed.

CONSENT TO BACKGROUND CHECK I hereby consent to and authorize the Roseville Police Department to use the information I have provided to check criminal histories, arrest and driving records, and warrant information; and for the Police Department to consider these records to determine my eligibility for a License. I understand that the information contained in the criminal background investigation is not public, except that it may be conveyed to other law enforcement or licensing agencies.

By signing below you certify that the above information is correct and authorize the City of Roseville Police Department to run your information for the required background checks. In addition, you acknowledges that you are responsible for reviewing the background and work history of your employees, including those that have received a massage therapist license from the City.

(Note: Background checks and application processing may take up to 60 days to complete).

Signature



Date

8/29/2024

Payment due at the time of application:

First time applicants: Background Investigation Fee	\$150
Annual License Fee (prorated quarterly)	\$300
October-December	\$150
January-March	\$75
April-June	\$37

Make checks payable to: City of Roseville

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/23/2024

Item No.: 10.c.

Department Approval



City Manager Approval



Item Description: Approve General Purchases Exceeding \$10,000 or Sale 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 1* includes a list of items submitted for Council review and approval.

Staff will note that, unless noted otherwise, all items contained in this report were previously identified and included in the adopted budget or Capital Improvement Plan (CIP) submitted for Council review during the most recent budget cycle. This information package included a CIP Project/Initiative summary which identified the type of purchase, estimated cost, funding source, and other supporting narrative. Where applicable, these project/initiative summaries are included with *Attachment 2*.

Policy Objectives

Required under City Code 103.05.

Equity Impact Summary

Payments to vendors contribute to the local economy by supporting businesses within the community, including those owned by people of color. Ensuring equitable distribution of contracts and payments among vendors, particularly minority-owned businesses, can help promote economic equity. This supports broader goals of reducing racial economic disparities as well as Roseville's aspiration to be a community that is economically prosperous with a stable and broad tax base and vibrant small businesses.

Budget Implications

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

35 **Staff Recommendations**

36 Staff recommends the City Council approve the submitted purchases or contracts for
37 service and, where applicable, authorize the sale/trade-in of surplus items.
38

39 **Requested Council Action**

40 Motion to approve the submitted purchases or contracts for services and, where
41 applicable; the sale/trade-in of surplus items.
42
43
44

45 **Prepared by:** Joshua Kent - Assistant Finance Director

Attachments: 1. Over \$10,000 Report Items for Purchase or Sale_Trade-in

General Purchases or Contracts

Division	Vendor	Description	Key	Budget Amount	P.O. Amount	Budget / CIP
Parks & Recreation (Skating Center)	Apex Mechanical	Purchase and Installation of Boiler	(a)	\$ -	\$ 34,585	2024 CIP

Key

- (a) This is a request for the replacement of a failed boiler that is used to heat the concrete at the oval in front of the maintenance garage and ADA access ramp. Without replacing this boiler, ice/snow will cause a safety issue for the staff and visitors on these surfaces. This boiler is not currently listed on the 2024 CIP but will, be funded from unspent funds from other skating center 2024 CIP projects that came in underbudget. It is anticipated that this replacement will last for 30 years.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/23/2024

Item No.: 10.d.

Department Approval



City Manager Approval



Item Description: Approve the Amended 2025 Insurance Benefit Renewals and City Cafeteria Contributions

Background

Previously, on September 9, 2024, Council approved contribution rates for the 2025 plan year. Unfortunately, due to a staff error those numbers were slightly off due to the wellness incentive the city has historically offered. The table below lists the previously approved numbers as well as the amended numbers.

A cafeteria plan is a type of employee benefit plan offered pursuant to Section 125 of the Internal Revenue Code. The Internal Revenue Code sets forth the requirements and tax treatment of cafeteria plans. A cafeteria plan allows employees to choose between different types of pre-tax benefits. Employees may choose benefits such as health insurance, group-term life insurance, voluntary "supplemental" insurance and flexible spending accounts through the plan.

The City of Roseville has a cafeteria benefits plan that meets the requirements of Section 125 of the Code. One of the main purposes of a cafeteria plan are the tax savings advantages for both the employer and the employee. Employees' pretax contributions are not subject to federal, state or social security taxes. As an employer, the City saves on the employer portion of FICA, FUTA and worker's compensation insurance premiums.

History

In 2022, the city solicited Request for Proposals for medical insurance for 2023. The contract was awarded to Medica at the September 6, 2023, council meeting. This new contract set the renewal rates for 2023 below what the city had been paying in 2022 and offered a rate cap of 12% for calendar year 2024. In 2024, the city received an average of 5% for its renewal rates.

2025 Rates

Historically, the city has offered 2 plans, one of which follows the IRS regulations for an embedded Health Savings Account (HSA) for a High Deductible Health Plan (HDHP). The other traditionally has been indexed to the High Deductible Plan for the annual deductible and coupled with a Health Reimbursement Account (HRA) with a slightly lower annual deductible (\$2,000). However, since the IRS has increased the annual deductible required for the High Deductible Plan to remain embedded, the other plan has not kept pace with the indexed deductible amount. This means that several years ago, the HDHP had an annual deductible of \$3,000, while the plan with the HRA had an annual deductible of \$2,000. Over the last several years, the IRS has increased the annual HDHP deductible amount required to remain embedded to \$3,300, while the HRA plan has remained with a \$2,000 annual deductible.

This year, in order to lower the monthly premium costs for both the employee and employer and to regain the index status of the plan, staff requested an increase to the deductible so it can again be indexed to the HDHP. This increases the deductible from \$2,000 to \$2,300 for the HRA plan. This

41 results in a lowered monthly premium and an average cost increase of monthly premiums of 9.84% for
42 the two plans. This change resulted in nearly a full percentage point lower increase to the monthly
43 premiums than keeping the current plans.

44
45 **City Cafeteria Contributions**

46 Historically, as other municipalities have done, the city has paid 100% of the premium for medical
47 insurance for a single plan. This does not mean that a single employee has free coverage. Employees
48 are still responsible for fulfilling their deductible as well as their out-of-pocket costs. Since 2010, the city
49 has utilized a benefits contribution incentive that has worked well and provides the full cafeteria dollar
50 amount only to those benefit-eligible employees who participate in a confidential health risk assessment,
51 a preventative care physical and blood pressure check. If an employee does not participate in these
52 wellness items, they receive \$40 less per month in their cafeteria amount.

53
54

2025 Cafeteria Contribution Rates * with wellness incentive			
	2024 Monthly Cafeteria Contribution*	Previously approved numbers (incorrect) *	Amended 2025 Cafeteria Contribution (correct)*
Opt Out	\$510	\$510	\$510
<u>\$2300 Deductible</u>			
Single	\$806.99	\$885.82	\$885.82
Single +1	\$1,017.02	\$1,087.60	\$1,131.00
Family	\$1,382.18	\$1,487.00	\$1,530.35
<u>\$3300 Deductible</u>			
Single	\$842.64	\$862.74	\$862.74
Single+1	\$1,078.33	\$1,175.42	\$1,219.64
Family	\$1,396.03	\$1,532.44	\$1,576.60

55

56 **Basic & Voluntary Life, AD&D and Long Term Disability Insurance**

57 There are no changes to our ancillary insurance premiums for 2025.

58

59 **Dental Insurance**

60 The city is self-insured for dental insurance. The dental claims paid were slightly below what is collected
61 in premiums. However, there is sufficient fund balance to cover the anticipated claims without the need
62 to raise premiums this year. Thus, there will be no increase in premium costs for staff in 2025.

63

64

65 **Policy Objectives**

66 To offer and maintain market comparable and equitable benefits internally and externally that solidify
67 retention and attract exceptional employees.

68

69 **Equity Impact Summary**

70 No racial equity impacts have been identified at this point.

71

72 **Budget Implications**

73 The proposed cafeteria plan budget for 2025 as presented above is within the 5% budget increase that
74 has been included in the 2025 City Manager recommended budget.

75

76 **Staff Recommendations**

77 Approve the 2025 city employer cafeteria contributions as described in this report.

78

79 **Requested Council Action**

80 Approve the 2025 city employer cafeteria contributions as described in this report.

81

82 **Prepared by:** Rebecca Olson, Assistant City Manager

Attachments: None

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/23/2024

Item No.: 10.e.

Department Approval



City Manager Approval



Item Description: Approve Resolution Awarding Contract for the Dale-Owasso Sanitary Sewer Lift Station Project

Background

The Dale-Owasso Sanitary Sewer Lift Station has been identified in the City's capital replacement plan for rehabilitation. Bolton & Menk, Inc., was retained to develop plans and specifications needed to reconstruct this lift station. The rehabilitation work was advertised and bids were received on September 12, 2024.

Overall Best Value procurement was used for this project. We received 3 proposals for this work and have reviewed and scored them utilizing the Best Value format. Bidders submit technical information about their experience and available equipment, which is scored by Roseville staff and our engineering consultant, Bolton & Menk, Inc. The Best Value process then uses a formula to adjust the bid price by dividing by the aggregate average technical score as a percentage based on a high score of 100. The following are the three contractors who submitted proposals, their best value technical scores, the adjusted cost, and Best Value ranking:

Best Value Technical Scores				
Scoring Categories	Possible Points	Average Scores		
		Pember Companies	Meyer Contracting, Inc.	Minger Construction Company
Past performance surveys	10	10	10	10
Experience/Performance in similar projects	40	40	40	40
Superintendent and foreman experience	40	35	38.75	40
Availability of major equipment	10	10	10	10
Total	100	95	98.75	100

Adjusted Cost and Best Value Ranking				
Company	Technical Score	Bid	Adjusted Cost (Bid/Technical Score %)	Best Value Rank
Pember Companies	95	\$535,715.00	\$563,910.53	1
<u>Minger Construction Company</u>	100	\$619,000.00	\$619,000.00	2
Meyer Contracting, Inc.	98.75	\$624,603.00	\$632,509.37	3
<i>Engineer's Estimate</i>		<i>\$630,000.00</i>		

Due to the competitive bids and being under the updated cost estimate, staff recommends awarding the contract to the first-ranked Best Value contractor, Pember Companies, which is also the lowest cost bid received. Pember Companies has satisfactorily completed two recent lift station projects, Long Lake Lift Station and Lounge Lift Station.

Policy Objectives

Staff plans and recommends the timely replacement of infrastructure to provide continuous uninterrupted sanitary sewer service to all properties in Roseville. Staff seeks to find the most cost-effective purchasing opportunities to meet budgetary and operational objectives.

Equity Impact Summary

The comprehensive lift station rehabilitation plan benefits the city as a whole without negative impacts to historically disadvantaged communities. The bidding process uses sealed bids and redacted Best Value bid packages to avoid potential biases.

Budget Implications

The original engineer's estimate for the construction portion of the project was \$630,000.00. The low bid based on best value was \$563,910.53. At this time, based on the proposals received, the cost of this project construction is \$535,715.00.

This project will be funded by the Sanitary Sewer Vehicle and Equipment fund which had identified \$405,000 in the 2024 CIP for construction of this project. Due to long procurement times for the pumps and controls, the project will not be constructed until 2025. The 2024 budgeted amount will be moved to 2025. Due to the project being over budget by \$130,715, staff will reduce the 2025 budget by reducing the sewer main replacement budget item by \$130,715.

Staff Recommendations

Staff recommends approval of a resolution awarding a contract for the Long Lake Sanitary Sewer Lift Station Project in the amount of \$535,715.00 to Pember Companies.

Requested Council Action

Approve resolution awarding a contract for the Long Lake Sanitary Sewer Lift Station Project in the amount of \$535,715.00 to Pember Companies.

Prepared by: Erik Henriksen, Assistant City Engineer

Attachments:

1. Resolution
2. Letter of Recommendation to Award Contract

**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 23rd day of September, 2024, at 6:00 p.m.

The following members were present: ; and and the following were absent: .

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION AWARDING BEST VALUE PROPOSAL
FOR PROJECT 23-02**

DALE-OWASSO SANITARY SEWER LIFT STATION PROJECT

WHEREAS, pursuant to advertisement for proposals for the improvement, according to the plans and specifications thereof on file in the office of the Manager of said City, said proposals were received on September 12, 2024, at 1:00 p.m., opened and evaluated for best value according to law and the following proposals were received complying with the advertisement:

Final Cost Breakdown			
Company	Technical Score	Bid Price	Adjusted Price (Bid Price/Technical Score %)
Pember Companies	95	\$535,715.00	\$563,910.53
Minger Construction Co.	100	\$619,000.00	\$619,000.00
Meyer Contracting, Inc.	98.75	\$624,603.00	\$632,509.37
<i>Engineer's Estimate</i>		<i>\$630,000.00</i>	

WHEREAS, it appears that Pember Companies is the best valued proposer at the proposed contract amount of \$535,715.00.

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

- The Mayor and City Manager are hereby authorized and directed to enter into a contract with Pember Companies for \$535,715.00 in the name of the City of Roseville for the above improvements according to the plans and specifications thereof heretofore approved by the City Council and on file in the office of the City Manager.

22 2. The City Manager is hereby authorized and directed to return forthwith to all proposers
23 the deposits made with their proposals except the deposits of the successful proposer
24 and the next best valued proposer shall be retained until contracts have been signed.

25 The motion for the adoption of the foregoing resolution was duly seconded by Member , and
26 upon vote being taken thereon, the following voted in favor thereof: ; and and the following
27 voted against the same: .

28 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 23rd day of September, 2024, at 6:00 p.m., with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 23rd day of September, 2024.

Patrick Trudgeon, City Manager

(SEAL)



Real People. Real Solutions.

12224 Nicollet Avenue
Burnsville, MN 55337-1649

Ph: (952) 890-0509
Fax: (952) 890-8065
Bolton-Menk.com

September 13, 2024

Mr. Erik Henriksen
Assistant City Engineer
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

Re: Bid Results
Dale-Owasso Lift Station Improvements
BMI Project No. 0M2.133253

Dear Mr. Henriksen:

Three (3) bids were submitted for the Dale-Owasso Lift Station Improvements project on September 12, 2024. This project used the Best Value Contracting process for assurance of contractor quality. The Best Value Contracting proposals were evaluated prior to the bid opening and the technical scores from the evaluators were averaged for each proposer.

The bids for the project ranged from \$535,715.00 to \$624,603.00. The Engineer's cost opinion for this project was \$630,000.00. The bid prices were divided by the Average Evaluation Scores to determine the adjusted bid prices. The following table lists the bidders, bid prices, average evaluation scores, and the adjusted prices:

Contractor	Bid Price	Average Evaluation Score	Adjusted Bid Price (Bid Price/Avg. Eval. Score)
Minger Construction Company	\$619,000.00	100.00	\$619,000.00
Meyer Contracting, Inc.	\$624,603.00	98.75	\$632,509.37
Pember Companies Inc.	\$535,715.00	95.00	\$563,910.53

Based on the summary above, if the city wishes to award the project to the lowest adjusted price bidder, then **Pember Companies, Inc.** should be awarded the project for the Total Base Bid Amount of **\$535,715.00**.

Sincerely,

Bolton & Menk, Inc.

Jacob E. Humburg, P.E.
Principal Environmental Engineer

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/23/2024

Item No.: 10.f.

Department Approval

Janice Gundlach

City Manager Approval

Samuel Truog

Item Description: Adopt a Resolution authorizing the Roseville Economic Development Authority to apply for Metropolitan Council Livable Communities affordable homeownership funds on behalf of the City

Background

The Roseville Economic Development Authority (REDA) entered into a partnership with Twin Cities Habitat for Humanity (TCHFH) to provide first time affordable homeownership opportunities through a Community Land Trust (CLT) partnership on November 8, 2021. In addition to putting the land into a trust, the cost of rehabilitation for the homes necessitates additional gap funds to ensure affordability for first-time home buyers. To that end, the REDA applied for Metropolitan Council Local Housing Incentives Account (LHIA) Affordable Homeownership Pilot funds in October of 2022 and was successful, receiving \$300,000. While those funds have been depleted, they helped write down the purchase price of five homes this last year for new buyers.

The Metropolitan Council discontinued the pilot program and created the Livable Communities Affordable Homeownership program, whose applications are due October 1, 2024. As is customary with many grant applications, a resolution authorizing support for the grant application is required. The attached resolution authorizes the REDA to apply for funds on behalf of the City to use for the CLT program.

Policy Objectives

The City established an REDA to coordinate and administer housing, economic development and redevelopment efforts for the City of Roseville.

Equity Impact Summary

Establishment of the Community Land Trust partnership with TCHFH was in an effort to create and maintain affordable homeownership opportunities. The program assists families making 80% or less of area median income (AMI). To date, the program has closed on nine homes, assisting families at 60% or less of AMI. The program is addressing affordable homeownership that would not otherwise be available in the market.

Budget Implications

If the funds are received, they will be used to assist with the REDA's existing fund balance of the Housing Replacement/Single Family Construction fund, which is where the REDA's gap funding for the land trust partnership with Twin Cities Habitat for Humanity is paid for.

Staff Recommendations

Authorize the REDA to apply for LCA Homeownership funds to assist the CLT program with TCHFH.

Requested Council Action

38 Adopt a Resolution authorizing the REDA, on behalf of the City, to apply for the LCA Homeownership
39 funds to assist the CLT program with TCHFH.
40

41 **Prepared by:** Jeanne Kelsey, Housing and Economic Development Program Manager

Attachments: 1. Resolution

42

**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 23rd day of September 2024, at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

Resolution No.

**RESOLUTION IDENTIFYING THE NEED FOR LIVABLE COMMUNITIES
DEMONSTRATION ACCOUNT FUNDING AND AUTHORIZING APPLICATION FOR
GRANT FUNDS**

WHEREAS the City of Roseville (“City”) and the Roseville Economic Development Authority (“Roseville EDA”) are eligible to apply for Livable Communities Demonstration Account funds 2025 as determined by the Metropolitan Council; and

WHEREAS the City and Roseville EDA have identified a proposed project (or projects) within the City that meets the Demonstration Account’s purposes and criteria and is consistent with and promotes the purposes of the Metropolitan Livable Communities Act and the policies of the Metropolitan Council’s adopted metropolitan development guide; and

WHEREAS the City and Roseville EDA have the institutional, managerial and financial capability to ensure adequate project administration; and

WHEREAS, the City intends that, if grant funds are awarded, they will be administered by Roseville EDA; and

WHEREAS the City certifies that it will comply, or ensure that REDA complies with all applicable laws and regulations as stated in the grant agreement; and

WHEREAS, the City intends to use the LCA Affordable Homeownership Funding grant to support its Community Land Trust Program (the “Project”); and

WHEREAS the City certifies that it will ensure that Roseville EDA complies with all applicable laws and regulations as stated in the grant agreement; and

WHEREAS the City, through the Roseville EDA, agrees to act as legal sponsor for the Project if the grant application to be submitted on or before October 1, 2024 is approved; and

WHEREAS the City acknowledges Livable Communities Demonstration Account grants are intended to fund projects or project components that can serve as models, examples or prototypes for development or redevelopment projects elsewhere in the region, and therefore represents that the proposed project(s) or key components of the proposed project(s) can be replicated in other metropolitan-area communities; and

WHEREAS only a limited amount of grant funding is available through the Metropolitan Council's Livable Communities Demonstration Account during each funding cycle and the Metropolitan Council has determined it is appropriate to allocate those scarce grant funds only to eligible projects that would not occur without the availability of Demonstration Account grant funding.

NOW THEREFORE BE IT RESOLVED that, after appropriate examination and due consideration, the City Council:

1. Authorizes the Executive Director of the Roseville Economic Development Authority to submit an application for Metropolitan Council Livable Communities Demonstration Account grant funds for the Project; and
2. If such funds are received, to execute such agreements or other documents necessary to accept such funding as required by the Metropolitan Council.

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 Mayor . and the following voted against the same:

WHEREUPON said resolution was declared duly passed and adopted.

[illegible]

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 _____ day of, _____, 20____ with the original thereof on file in my office.

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

SEAL

Patrick J. Trudgeon, City Manager

FUTURE MEETING AGENDA HIGHLIGHTS

September 23, 2024

September 25, 2024 City Council Strategic Planning Meeting

- 4:00- 6:30 p.m. (Willow Room – City Hall)

October 7, 2024 City Council Meeting

- Award of Recycling Contract
- Award of Recycling Cart Contract
- Consideration of Various R-O-W Vacations
- Receive Utility Rate Study from Ehlers (Tentative)

October 11, 2024 City Council Strategic Planning Meeting

- 1:00 – 5:00 p.m. (Fireside Room – OVAL)

October 14, 2024 City Council Meeting (Work Session)

- Receive Ramsey County Commissioner Mary Jo McGuire Presentation
- Receive Presentation regarding Ramsey County HRA/EDA Legislation
- Discuss Police Department Staff Allocation Study

Future Agenda Review - Longer Term Initiatives

(items that likely require council discussion/action)

9/4/20

<u>Item</u>				<u>Initiated By</u>	<u>Target Date</u>	<u>Status/Notes</u>
Update on shopping carts left in public r-o-w				Strahan	Summer '24	CD Director provided email 7/14/23
Update SREAP with new goals/objectives				Staff/Council	4th qtr '24/1st qtr 2025	(City Manager goal item)
Zero Waste Packaging/Compostable Containers				Etten/Strahan	4th qtr '24	CC received update 1/22/24, 8/19/24 and 8/19/24. ordinance will brought back by end of year
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
City Speed Limit Review on Local Streets				Strahan/Council	TBD	PWET will continue to work on issue and report back
Sister City Relationship with Indigenous Tribal Nation				Strahan	TBD	
Addiction Month Awareness				Strahan	TBD	For September 2025