



City Council Agenda

Monday, November 25, 2024

7:00 PM

City Council Chambers

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

- 7:00 p.m. **1. Roll Call**
Voting & Seating Order: Etten, Schroeder, Groff, Strahan, and Roe
- 7:01 p.m. **2. Pledge of Allegiance**
- 7:02 p.m. **3. Approve Agenda**
- 7:03 p.m. **4. Public Comment**
- 7:08 p.m. **5. Recognitions and Donations**
a. Accept Donation from Friends of Roseville Parks Toward Lexington Park Improvements
- 7:13 p.m. **6. Items Removed from Consent Agenda**
- 7:13 p.m. **7. Business Items**
- 7:15 p.m. a. Public Hearing to Solicit Comment on the 2025 Budget and Tax Levy
- 7:35 p.m. b. Hold a Public Hearing to Consider Approving Liquor License Renewals for 2025
- 7:40 p.m. c. Certify Unpaid Invoice for Water Repair at 435 Judith Avenue
- 7:50 p.m. d. Consider a request to perform an abatement for unresolved violations of City Code at 2165 Victoria St N
- 8:00 p.m. e. Consider a request to perform an abatement for unresolved violations of City Code at 1775 Maple Lane
- 8:10 p.m. f. Consider adoption of ordinances and resolutions establishing zoning, business registration and temporary event regulations for adult-use cannabis and hemp and allowing for summary publications
- 8:30 p.m. g. Consider a request by Clear Channel Outdoor to amend City Code sections 1010.02 *Definitions*, 1010.03.C *Prohibited Signs*, 1010.03.D *Non-Conforming Signs*, and 1010.10 *Dynamic Displays* related to non-conforming billboards
- 8:45 p.m. h. Adopt Parks and Recreation Natural Resources Master Plan Update
- 9:05 p.m. i. Approve Wayfinding Signage Concept
- 9:25 p.m. j. Discuss Roseville's 2025 Legislative Priorities
- 9:25 p.m. **8. Council Direction on Councilmember Initiated Agenda Items**
- 9:45 p.m. **9. Approval of City Council Minutes**
a. Approve Minutes from November 4, 2024 City Council Meeting
- 9:50 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. Approval of 2025 Business License Renewals
- e. Approve Resolution Requesting Funding From Metropolitan Council Environmental Services' 2025 Private Property Inflow and Infiltration Grant Program
- f. Approve Final Contract Acceptance of the South McCarrons Wall Project
- g. Approve Solar on Public Buildings Round 2 Readiness Assessment and Grant Application
- h. Authorize the Ramsey County Cooperative Agreement for the Lake Josephine Outfall Project
- i. Approve Arden Hills Water Contract
- j. Accept ARMER Grant Funding through the Minnesota Department of Public Safety
- k. Approve Toward Zero Deaths (TZD) Agreement with City of St. Paul
- l. Approve Resolution Ratifying the Labor Agreement between the City of Roseville and International Union of Operating Engineers (IUOE) 49
- m. Approve Resolution Ratifying the Labor Agreement between the City of Roseville and Law Enforcement Labor Services Local 436
- n. Approve Roseville Firefighters Relief Association Benefit Increase
- o. Approve contract with NineNorth for the production and web streaming of city meetings
- p. Authorize Extension of Agreement for Food and Beverage Services Agreement with Tios LLC for Service at Cedarholm Community Building

9:55 p.m. **11. Future Agenda Review, Communications, Reports, and Announcements - Council and City Manager**

- a. Future Agenda Review

10:00 p.m. **12. Adjourn**

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 5.a.

Department Approval



City Manager Approval



Item Description: Accept Donation from Friends of Roseville Parks Toward Lexington Park Improvements

Background

The City of Roseville Parks and Recreation Department has received a generous \$75,000 donation from the Friends of Roseville Parks (FOR Parks) for accessibility improvements to the Lexington Park Playground. As was discussed with the City Council on April 8, 2024 (see Attachment 2: Meeting Minutes), this donation will be used along with previously allocated capital improvement program funds to improve the planned replacement for the Lexington Park playground, which has outlived its useful life. Since August, staff held several meetings with neighbors and advocates and arrived at an exciting final playground design.

This FOR Parks donation specifically enabled us to include more inclusively designed equipment such as a We-Go-Round, deck ramping, and accessible swings in the design. Additionally, this donation allows for a 65% increase in the amount of fully accessible "poured-in-place" rubber surfacing at the site.

These improvements align with our commitment to providing quality recreational spaces that promote active lifestyles, inclusivity, and connection within the community. We extend our gratitude to FOR Parks for their support and dedication to ensuring that our outstanding public spaces are accessible to all.

Policy Objectives

Acceptance of this donation is consistent with the community aspirations of *a community that is welcoming and inclusive of all people regardless of country of origin, race, ethnicity, gender, sexual preferences, age, physical ability, or socioeconomic standing AND a community that embraces diversity through multicultural public programming, public gathering spaces, and parks in ways that are suitable for all people regardless of age, ability, or access to information.*

Additionally, this donation is consistent with the City's policy of efficient use of taxpayer funds.

Equity Impact Summary

Parks and play spaces are key drivers of a more equitable community, in that they provide physical and mental health benefits, connect neighbors across diverse backgrounds, and play an integral part in creating a welcoming community. The acceptance of this donation will make the playground at Lexington Park more accessible to participants of all abilities.

Budget Implications

The 2025 Capital Improvement Program plans \$385,000 for this project. This \$75,000 donation will allow us to improve the accessibility of the site without going beyond the funds that were budgeted in the CIP.

Staff Recommendations

Staff recommends approving the enclosed resolution (Attachment 1) to accept this donation.

Requested Council Action

By motion, approve the resolution (Attachment 1) to accept this donation.

Prepared by: Matthew Johnson, Parks and Recreation Director

Attachments:

1. Resolution Accepting FOR Parks Donation
2. Excerpt from Meeting Minutes 4-8-24

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

4
5 * * * * *

6
7 Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of
8 Roseville, County of Ramsey, Minnesota was duly held on the 25th day of November 2024, at
9 6:00 p.m.

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

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

16
17 **RESOLUTION No.**

18
19 Resolution Accepting Donations
20

21 WHEREAS, the City of Roseville is generally authorized to accept donations of real and
22 personal property for the benefit of its residents pursuant to Minnesota Statutes Section 465.03
23 and is specifically authorized to accept gifts for the benefit of its public recreational services
24 pursuant to Minnesota Statutes Section 471.17; and
25

26 WHEREAS, the Friends of Roseville Parks (FOR Parks) has offered to donate \$75,000 to the
27 City for improvements to the Lexington Park Playground; and
28

29 WHEREAS, the above-referenced donation has no further conditions on its acceptance; and
30

31 WHEREAS, the donation is contributed to the City for the benefit of its residents and public
32 recreational services; and
33

34 WHEREAS, the Roseville City Council finds that it is appropriate to accept the donation offered;
35

36 NOW, THEREFORE, BE IT RESOLVED; that the Roseville City Council, on behalf of the City
37 of Roseville, Minnesota, hereby accepts the donation of \$75,000 from the Friends of Roseville
38 Parks for improvements to the Lexington Park Playground.
39

40 The motion for the adoption of the foregoing resolution was duly seconded by Member ,
41 and upon a vote being taken thereon, the following voted in favor thereof: , , ,
42 , and Mayor .
43 and the following voted against the same: .
44

45 WHEREUPON said resolution was declared duly passed and adopted

46
47 STATE OF MINNESOTA)
48) SS
49 COUNTY OF RAMSEY)
50
51

52 I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of
53 Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and
54 foregoing extract of minutes of a regular meeting of said City Council held on the day of,
55 , 20 with the original thereof on file in my office.
56

57 WITNESS MY HAND officially as such Manager this day of , 20
58
59
60

61 SEAL
62
63
64

Patrick J. Trudgeon, City Manager

Regular City Council Meeting**Monday, April 8, 2024****Page 6**

replaced anyway. He thought the benefit of accurate sewer billing was important to consider as well.

Roll Call**Ayes:** Etten, Schroeder, Groff, and Roe.**Nays:** None

b. **Approve Issuance of Request for Proposal for the Replacement of the Playground at Lexington Park**

Parks and Recreation Director Matthew Johnson briefly highlighted this item as detailed in the Request for Council Action and related attachments dated April 8, 2024.

Mr. Johnson provided a presentation to the Council on the Lexington Park Playground Replacement project.

Councilmember Schroeder explained it is easy to get excited for this type of project. What she loves is that the City does a good job of funding sources where the City has planned for this so CIP funds are put away, the Friends of Roseville Parks, and being able to get closer to that inclusion part. She indicated she supports this.

Public Comment

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

Etten moved, Groff seconded, Authorizing Staff to Issue and RFP for the Replacement of the Lexington Park Playground, as Outlined in the RCA and Related Attachments date April 8, 2024.

Council Discussion

Councilmember Etten agreed with Councilmember Schroeder, noting this is a great opportunity to use their friends at FOR Parks, the vision of inclusivity, and some variety of funding sources to make this a feature piece.

Councilmember Groff concurred with the comments, noting this is a very used park. He was happy with the inclusivity part and was glad staff is using the funding from FOR Parks.

Roll Call**Ayes:** Etten, Schroeder, Groff, and Roe.**Nays:** None

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 7.a.

Department Approval



City Manager Approval



Item Description: Public Hearing to Solicit Comment on the 2025 Budget and Tax Levy

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 City Council is now asked to hold the final budget hearing. The purpose of the hearing is to provide residents with an opportunity to provide input on city programs and the budget and to gauge their willingness to pay additional property taxes and fees in order to maintain programs at current service levels. The City Council can then use this input to help guide the setting of a final tax levy and budget.

At the September 23, 2024, City Council meeting, the Council adopted a 2025 preliminary, not-to-exceed tax levy and a preliminary budget. A summary is presented below.

2025 Preliminary Tax Levy & Budget

The 2025 Preliminary Budget & Tax Levy approved September 23, 2024, called for a city tax levy of \$30,352,603, an increase of \$1,567,323 or 5.44% over last year. That is the current recommendation for the final city 2025 tax levy. The EDA levy of \$364,856 is the

21 same as the preliminary EDA levy approved September 23, 2024.

22
23 A median-valued single-family home of \$360,500 will pay approximately \$1,415 annually in
24 property taxes or \$117.91 per month. This is an increase of \$118 annually (\$9.80 per
25 month). In exchange, residents receive; 24x7x365 police and fire protection, well-
26 maintained streets and parks, street lighting, and other services.

27
28 The following table describes the different factors resulting in the increase in the 2025 city
29 tax levy:
30

Investment to Maintain City Programs and Workforce	
	Tax Levy Support
Personnel Cost Impacts on Tax Levy	
New Personnel:	
Housing Officer/Fire Inspector	\$ 104,960
Police Commander (.5 levy funded)	\$ 87,430
Accounting Manager (reclass of accountant)	\$ 2,070
HR Manager (7/1 start)	\$ 73,000
Increased Mayor & Council pay	\$ 6,000
Employee Step Increases	\$ 452,087
Employee COLA 3%	\$ 487,253
Tax levy impact from personnel adjustments	\$ 1,212,800
Increased Costs for Supplies, Operations, and Contracts	
	\$ 354,523
Total New Tax Levy Support	
	\$ 1,567,323

31
32
33 In addition to property taxes, the utility rates have a moderate increase in the water utility
34 and recycling rates to cover increased costs. The sewer and storm drainage rates will have
35 no increases in 2025. The combined impact on a median-valued single family home, with
36 water consumption of 12,000 gallons and sewer consumption of 11,000 gallons is depicted
37 in the table below.
38

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

			Dollar	Percent
	2024	2025	Change	Change
Property Tax Levy: City	\$ 106.79	\$ 116.51	\$ 9.72	9.10%
Property Tax Levy: EDA	1.32	1.40	0.08	6.06%
Utility Rates	68.21	69.97	1.76	2.58%
Combined Monthly Total	\$ 176.32	\$ 187.88	\$ 11.56	6.56%

39
40
41
42 As shown in the table, a median-valued home that has average household water usage will
43 see an estimated increase of \$11.56 per month in 2025 for both property taxes and utility
44 costs. This represents a 6.56% increase. A PowerPoint presentation outlining the 2025
45 Proposed Budget, Tax Levy, and Utility Rates will be presented at the Council meeting and

is included as Attachment 1. Comments received from the public regarding the 2025 City Manager's Budget are included in Attachment 3.

Policy Objectives

The public hearing provides an opportunity for Roseville taxpayers to directly comment on priorities and costs contained in the proposed 2025 City Budget.

Equity Impact Summary

One of the budget organizational priorities identified by the City Manager and Department Heads centered around Equity and Inclusion. This budget, like past budgets, provides funding for a variety of equity initiatives.

Budget Implications

See information above and attached information.

Staff Recommendations

No action needed at this time. Final consideration of the City and EDA budget and levy and 2025 Utility Rates will be at the December 2 City Council meeting.

Requested Council Action

For information purposes only.

Prepared by: Michelle Pietrick, Finance Director

Attachments:

1. 2025 Budget Hearing Presentation 11.25.24
2. Memo Projected 2024 Fund Balances
3. Public Input on 2025 Budget

Proposed 2025 Budget, Tax Levy & Utility Rates



Purpose of the Budget Hearing

1. To provide information on the upcoming year's budget, tax levy, and utility rate impact
2. To provide citizens an opportunity to express their views on those impacts

Note: Tonight's presentation will focus on the city portion of the property tax bill as well as resident's utility bill

Budget Process Began with Three Areas of Discussion:

1. The desire for changes in existing programs or service levels
 - Enhancing Service Delivery, Prioritize Human Capital, Invest in Infrastructure, Ensure Safe & Secure People & Places,
2. Is there a need to establish new programs or initiatives
 - Are there any unmet needs that should be addressed by additional staffing or other financial resources?
3. The acceptable level of property tax and fee impacts on homeowners
 - Given the programs and services we aspire to, is the associated burden on homeowners acceptable?

Six Core Budget Processes:

1. Reviewed Available Cash Reserve Levels *(Mar 11)*
2. Discussed Legislative Impacts & Tax Base Changes *(Jun 17)*
3. Overview of Capital Improvement Plan (CIP) *(Jul 15)*
 - Excess Cash Reserves used for Police, Public Works, Parks & Rec Vehicle & Equip funds, Street Light Maintenance and Pathway & Parking Lot Maintenance Funds in lieu of Tax Levy increase
4. City Manager-Recommended Budget & Tax Levy *(Aug 19)*
5. Preliminary Budget & Tax Levy Adoption *(Sep 23)*
6. Utility Rate & Fee Schedule Review *(Nov 4)*

** Also solicited information directly from residents via Budget Comment Cards

Budget & Tax Levy Summary

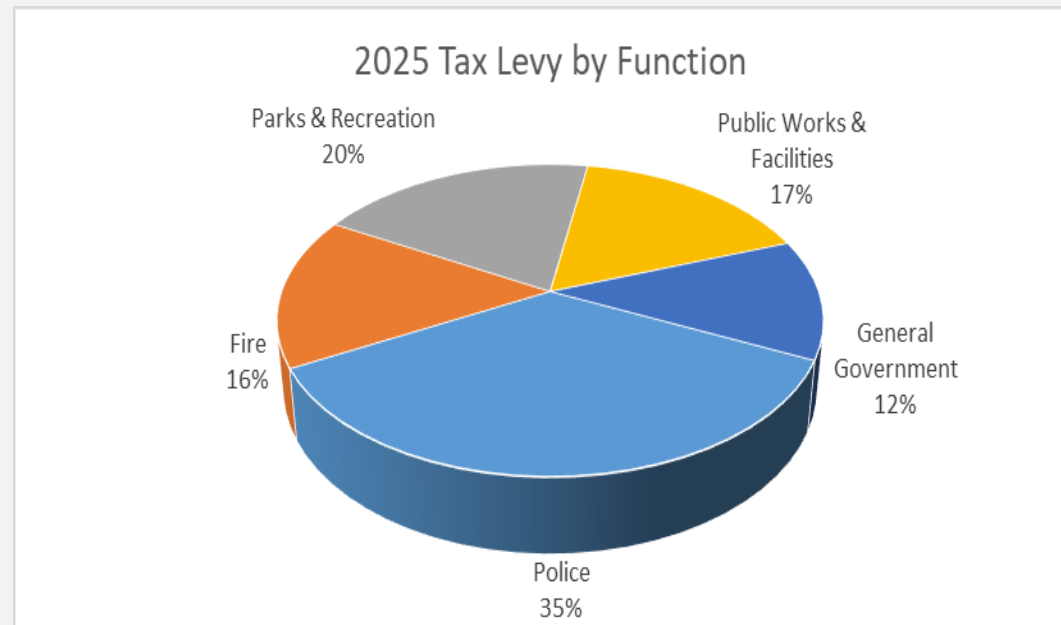
- Preliminary 2025 City Only Budget is \$73.6 million, an increase of approximately \$3.5 million – due to inflationary cost increases, capital projects and personnel cost increases
- Non Property Tax Revenues pay for 58.7% of the City Budget
- The Levy is proposed to be \$30,352,603, an increase of \$1,567,323 or 5.44%

Summary of Tax Levy Changes	
New Personnel:	
Housing Officer/Fire Inspector	\$ 104,960
Police Commander (.5 levy funded)	87,430
Accounting Manager (reclass of accountant)	2,070
HR Manager (7/1 start)	73,000
Increased Mayor & Council pay	6,000
Employee Compensation Adjustments	939,340
Inflationary costs of supplies and services	354,523
Total New Tax Levy Support	\$ 1,567,323

Tax Levy Summary (City only)

Tax Levy	<u>2024</u>	<u>2025</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
Operations	\$22,814,858	\$ 24,398,403	\$ 1,583,545	6.94%
Capital	3,745,000	3,745,000	-	0.00%
Debt	2,225,422	2,209,200	(16,222)	-0.73%
Total	\$28,785,280	\$ 30,352,603	\$ 1,567,323	5.44%

What Services Are Covered by Your Property Tax Dollars?



- Debt and Capital are allocated to the functional areas in this chart

Property Valuations

Ramsey County Assessor's office is responsible for determining the valuation of all properties – Residential, Apartment, Commercial, Industrial

- Valuation notices are sent in mid-March which show values which are used for the 2025 tax levy allocation
- In November proposed property tax statements are mailed out using the valuation from March and using the Preliminary levies set in September for the County, City, School District and other Special Taxing Districts.
- Concerns or questions about valuations can be directed to the Assessor's Office at 651-266-2131 – generally appeals should occur in April of the year prior to the payable year

* For 2025 the median-valued home is \$360,500 – median value was \$349,900 in 2024.

Budget & Tax Levy Summary

State of Minnesota Property Tax Rebate Programs:

- Typically based on household income and/or amount of property tax increase in the past year, but there are exceptions
- Both homeowners and renters are eligible
- 2023 Law change dropped the property tax increase from 12% to 6% for homeowners to qualify for the Special refund
- Other special tax programs are available for senior citizens, Disabled Veterans and Permanently and Totally Disabled citizens.
- For more information visit the MN Department of Revenue's website and Ramsey County Property website

Utility Rate Overview

Utility Rate Impact Items

- Continued investment in infrastructure replacement or extending its life expectancy
- Updated Utility Rate Study done by Ehlers on the Storm Drainage, Water and Sanitary Sewer funds
– Storm Drainage and Sanitary Sewer have a 0% increase and Water has 5.5% increase to cover increased costs
- Recycling reflects half year under the old contract and half year at the new contract rate as well as City purchased recycling carts
- Residents receive:
 - Safe, potable & softened water—No Assessments for water and sewer mainline replacements—Storm sewer runoff protection—Bi-weekly curbside recycling pickup—Sanitary sewer collection & treatment

Utility Rate Overview

Utility Rate Impact: Single Family Home <i>(Quarterly)</i>				
<u>Service</u>	<u>2024</u>	<u>2025</u>	<u>\$ Increase</u>	
Water - base fee	42.34	44.67	2.33	
Water - usage fee	46.80	49.32	2.52	
Sanitary Sewer - base fee	43.98	43.98	-	
Sanitary Sewer - usage fee	30.25	30.25	-	
Storm Sewer	26.75	26.75	-	
Recycling	14.50	14.94	0.44	
Total per Quarter	\$ 204.62	\$ 209.91	\$ 5.29	
Percentage Change			2.58%	
per month	\$ 68.21	\$ 69.97	\$ 1.76	
per year	\$ 818.48	\$ 839.62	\$ 21.14	
Avg. Water consumption (1,000 gals.)	12			
Avg. Sewer consumption (1,000 gals.)	11			

Budget Impact on a Single-Family Home*

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	\$ 116.51	\$ 9.72	9.10%
Property Tax Levy: EDA	1.32	1.40	0.08	6.06%
Utility Rates	68.21	69.97	1.76	2.58%
Combined Monthly Total	\$ 176.32	\$ 187.88	\$ 11.56	6.56%
Levy Change for the Year	\$2,115.84	\$2,254.56	\$138.72	

* For a median-valued home of \$360,500 that uses approximately 4,000 gallons of water per month.

Budget Impact on the Median Valued Home

Budget Impact on Median-Valued Home (monthly)		
	Change from	Change from
	2023 to 2024	2024 to 2025
Property Tax Levy: City	\$ 7.98	\$ 9.72
Property Tax Levy: EDA	(0.21)	0.08
Utility Rates	5.08	1.76
Combined Monthly Total	\$ 12.85	\$ 11.56
Roseville Median Valued Home Value		
2022	\$ 296,500	
2023	\$ 335,400	
2024	\$ 349,900	
2025	\$ 360,500	

Q & A



Memo

To: Roseville City Council

Pat Trudgeon, City Manager

From: Michelle Pietrick, Finance Director

Date: November 7, 2024

Re: Projected 2024 Budget Surplus/Deficit for Unrestricted Operating Funds

Background

The City Council is expected to adopt the final 2025 Budget and Tax Levy at the December 2, 2024, meeting. The City Council has adopted an Operating Fund Cash Reserve Policy and implemented a Cash Reserve Fund.

To assist the City Council in making a final levy decision, staff has prepared *projected* year-end financial results for the City's unrestricted operating funds.

	Audited	Projected	<i>Projected</i>	<i>Projected</i>		
	12/31/2023	2024	12/31/2024	12/31/2024	12/31/2023	12/31/2023
	Cash	Surplus	Cash	Reserves	Variance from	Variance from
<u>Operating Fund</u>	<u>Reserves</u>	<u>(Deficit)</u>	<u>Reserves</u>	<u>Level</u>	<u>Low Target</u>	<u>High Target</u>
General: Primary	\$ 7,902,026	\$ 400,000	\$ 8,302,026	32.20%	\$ (723,002)	\$ (4,590,872)
General: Cash Reserve Fund	972,349	-	972,349			
Parks & Recreation	1,884,440	18,435	1,902,875	29.65%	\$ 619,524	\$ (22,153)
Communications	72,768	24,000	96,768	14.26%	\$ 28,895	\$ (106,853)
License Center	307,929	250,000	557,929	22.41%	\$ 309,018	\$ 184,563
Cash Reserve Target Levels						
	Target	Target				
<u>Operating Fund</u>	<u>Low</u>	<u>High</u>				
General (unrestricted portion)	35%	50%				
Parks & Recreation	20%	30%				
Communications	10%	30%				
License Center	10%	15%				

It should be noted that these projections are based on preliminary financial results through October 31, 2024, along with estimated financial activity for the remainder of the year. For the General Fund, the margin of error is +/- 3% (\$400,000) that can be expected given these assumptions.

The License Center has seen increased activity and is requesting staffing changes in the 2025 budget to meet the increases. This fund will likely end 2024 with a positive fund balance. The reserve target is 10-15% of the expenditure budget.

The Parks & Recreation fund is projected to end the year with a reserve level of 29.65% which is within the reserve levels for this fund. The 2025 budget will use \$220,028 of fund balance to offset budgeted expenditures. This will still leave the fund with a reserve above the minimum threshold. Final projections will go to the City Council in March 2025.

In 2019 the council approved the establishment of a Cash Reserve (cash carryforward) Fund using reserves that exceed the *HIGH* target level as measured at the end of the fiscal year. The following chart shows the activity within the Cash Reserve Fund since it was created.

	Year	Funding Sources (Uses)						
		General	Information Technology	Parks & Recreation	License Center	Communications	Use of Funds	Excess Cash Reserve Fund
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
Transfer 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	(66,079)						(66,079)
Cash Balance December 31	2022	(48,602)	959,074	904,964	330,140	124,947	(1,640,775)	629,748
Trf to Parks & Rec Vehicle & Equip Fu	2023						(200,000)	(200,000)
Contributions	2023			162,207	327,318			489,525
Interest Revenue	2023	53,076						53,076
Cash Balance December 31	2023	4,474	959,074	1,067,171	657,458	124,947	(1,840,775)	972,349
Contributions	2024							0
Interest Revenue	2024	6,174						6,174
		10,648	959,074	1,067,171	657,458	124,947	(1,840,775)	978,523
2025 Budgeted uses:								
Capital Improvement Funds							(525,000)	(525,000)
Estimated Balance **								453,523

The City is committed to maintaining a strong financial condition which has helped mitigate the impact of the pandemic and its effects on the City's operations.

Final Comments

As noted above, the amounts shown in the tables represent an estimate of what may be available for future use. It's recommended that the Council wait until the final year-end figures are available before rendering any decision on whether to repurpose funds.

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!

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

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 3

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 3

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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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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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Attachment 3

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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>

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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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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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ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 7.b.

Department Approval



City Manager Approval



Item Description: Hold a Public Hearing to Consider Approving Liquor License Renewals for 2025

Background

Under City Code, a public hearing is required to consider approving liquor license renewals for the following calendar year. The City has received the following completed renewal applications for 2025:

- 5 Off Sale Intoxicating Liquor Licenses
- 9 Off Sale 3.2 Non-intoxicating Malt Liquor Licenses
- 20 On Sale Intoxicating Liquor Licenses
- 17 On Sale 3.2 Non-intoxicating Malt Liquor Licenses
- 15 On Sale Wine Licenses
- 4 Club Liquor Licenses
- 4 Brewery Liquor Licenses
- 1 Micro Distillery Off Sale Intoxicating Liquor License

The following establishments have had liquor compliance failures during the previous 5 years.

* Indicates 2nd failure.

Establishment	Date
Applebee's	8/12/2023
*Chili's Grill & Bar	8/12/2023
LaCasita	8/12/2023
Mito	8/18/2023
Pagoda	8/12/2023
*Szechuan	8/12/2023
Speedway #4520	12/17/2022
Davannis	12/17/2022
Crave	12/17/2022
*Red Lobster	12/17/2022
Baldamar	7/15/2022
Chili's Grill & Bar	7/16/2022
*Khan's Mongolian Barbeque	7/15/2022
Red Lobster	7/15/2022
Szechuan	7/15/2022
India Palace	12/28/2021
Keys Café & Bakery	12/28/2021
Portillo's Hot Dogs	8/19/2020

The Council has discretion to factor in these compliance failures when considering whether to renew a liquor license.

Policy Objectives

The regulation of establishments that sell alcoholic beverages has been a long-standing practice by the State and the City.

Equity Impact Summary

There is no anticipated racial equity impact.

Budget Implications

The revenue that is generated from the license fees is used to offset the cost of police compliance checks, background investigations, enforcement of liquor laws, and license administration.

Staff Recommendations

All liquor license renewal applications have met Statutory and City Code requirements. Staff recommends approval of the liquor license renewals upon receipt of all outstanding application materials and payments.

Requested Council Action

Motion to approve/deny the renewal of the requested liquor licenses for 2025, upon receipt of all outstanding application materials and payments.

Prepared by: Allie Sertich, Deputy City Clerk

Attachments: 1. Listing of Liquor License Renewal Requests for 2025

Off-Sale

Cub Liquor Larpenteur
Cub Wine & Spirits Harmar
Target Store T-2101
Top Ten Liquors
Total Wine & More

Off-Sale 3.2 Non-Intoxicating

Cub Foods – Har Mar
Grab N Go
Holiday
Roseville Winner
Speedway #4115
Speedway #4210
Speedway #4502
Speedway #4520
Speedway #7030

On-Sale & Special Sunday Liquor Sales

Applebee's Neighborhood Grill & Bar
Baldamar
Buffalo Wild Wings Grill & Bar #355
Burger Dive
Cedarholm Golf Course
Centro
Chianti Grill
Chili's Grill & Bar
Courtyard by Marriott
Crave
Double Tree by Hilton
Khan's Mongolian Barbeque
La Tapatia
LaCasita
Lucky's 13 Pub
Mito
Olive Garden #1245
Pizza Luce
Red Lobster #154
Smash Park

On-Sale 3.2 Non-Intoxicating

Amira Choice Roseville at Lexington
Bonchon
Davanni's Pizza & Hot Hoagies
Famous Dave's BBQ Shack
Gamezenter
Hampton Inn
Ichiddo Ramen
India Palace
Karta Thai
Keys Café & Bakery
Pagoda

Portillo's
Punch Pizza
Residence Inn
Shake Shack
Shinhwa
Szechuan

Wine

Amira Choice Roseville at Lexington
Bonchon
Davanni's Pizza & Hot Hoagies
Famous Dave's
Gamezenter
Ichiddo Ramen
India Palace
Karta Thai
Keys Café & Bakery
Pagoda
Portillo's
Punch Pizza
Shake Shack
Shinhwa
Szechuan

On-Sale Club & Special Sunday Liquor Sales

B-Dale Club
Midland Hills Country Club
Rosetown American Legion
VFW 7555

On-Sale Brewer's Taproom w/ Sunday

Bent Brewstillery
High Pines Brewing

Micro/Small Brewer Off Sale Malt Liquor

Bent Brewstillery
High Pines Brewing

Micro Distillery Off-Sale Intoxicating Liquor

Bent Brewstillery

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 7.c.

Department Approval



City Manager Approval



Item Description: Certify Unpaid Invoice for Water Repair at 435 Judith Avenue

Background

On February 22, 2023, the City became aware of a water leak at 435 Judith Avenue. After inspection, it was determined that the leak was from a private water service. Since it was leaking at the curb stop (shut off valve), the water for this property could not be shut off to stop the leak. The only way to resolve the leak was to repair the service or shut off the watermain. Shutting off the watermain was not practical as it would have impacted numerous other properties. Since the leak occurred during winter months, it caused icing conditions on Judith Avenue. Due to the public safety concerns with street icing (Attachment 5), staff did an emergency water repair and then invoiced the property owner for the repair. The invoice of \$6,975 has not been paid.

Per City Code 801.12 LEAKS, property owners are responsible for the repair as property owners own the water service from the watermain to their home:

801.12: REPAIR OF LEAKS: It shall be the responsibility of the consumer or owner to maintain the service pipe from the water main into the house or building. In case of failure upon the part of any consumer or owner to repair any leak occurring in such pipe within twenty-four (24) hours after verbal or written notice, the water will be shut off and will not be turned on until the leak is repaired. When the waste of water is great, or when damage is likely to result from the leak, the water may be turned off immediately pending repairs. A water shutoff charge shall be made in an amount set by City Council resolution. (Ord. 530, 3-20-1967; 1995 Code) (Ord 1590, 10-12-2020)

Communication Dates:

On February 22, 2023, staff notified the property owner in person they needed to make the repair due to their leaking water service.

On March 7, 2023, staff sent a letter (Attachment 4) to the property owner to make provisions to have the repair done by Wednesday, March 8, 2023.

33 On March 8, 2023, staff emailed (Attachment 4) the resident to confirm they are
34 responsible for the leak and they needed to make the repair.
35
36 On March 13, 2023, staff authorized a contractor to perform the work and they repaired
37 the service on March 14, 2023.
38
39 On March 22, 2023, an invoice (Attachment 2) was sent to the property owner.
40
41 On November 15, 2024, the property owner was sent a notification (Attachment 3) about
42 the assessment hearing on November 25, 2024, for the unpaid invoice.
43
44

45 **Policy Objectives**

46 Certifying delinquent charges are required under City Code.
47

48 **Equity Impact Summary**

49 The City's decision to repair the leaking water service prioritized public safety by
50 addressing the immediate risk posed by icy street conditions during winter months, which
51 could have disproportionately impacted community members, including pedestrians,
52 cyclists, and drivers, particularly those with mobility challenges or limited resources for
53 alternate transportation. The repair ensured the safety and accessibility of Judith Avenue
54 for all residents and visitors. While the cost of the repair is being assessed to the property
55 owner in accordance with City Code, this approach aligns with the City's commitment to
56 equitable enforcement of policies and emphasizes balancing individual accountability with
57 the broader public interest.
58

59 **Budget Implications**

60 If the resolution is approved, the assessed costs of \$6,975.00 will reimburse the water fund
61 for expenses the City incurred for the repair.
62

63 **Staff Recommendations**

64 Staff recommends the Council approve the attached resolution levying unpaid charges for
65 collection on the property taxes.
66

67 **Requested Council Action**

68 Motion adopting the resolution approving the certification of unpaid charges to the County
69 Auditor for collection on the property taxes.
70
71

Prepared by: Jesse Freihammer, Public Works Director

Attachments: 1. Resolution
2. Unpaid Invoice
3. Assessment Notification
4. Repair Correspondence
5. Judith Avenue Icing Conditions

72

28 Avenue and request the Ramsey county Auditor to include this amount on the real estate
29 taxes due, plus 8% interest.

30 The motion for the adoption of the foregoing resolution was duly seconded by
31 Councilmember and upon vote being taken thereon, the following voted in
32 favor thereof: and the following voted against the same: .

33 WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

WITNESS MY HAND officially as such Manager this 25th day of November, 2024.

(SEAL)

CITY OF ROSEVILLE
Public Works Department
2660 Civic Center Drive
Roseville, MN 55113
651-792-7004

INVOICE

0231560

MARCH 22, 2023**PROPERTY OWNER:**

Candace Daley
 435 Judith Avenue
 Roseville, MN 55113

ADDRESS OF VIOLATION:

Candace Daley
 435 Judith Avenue
 Roseville, MN 55113

<u>Private Leak – City Repaired (City Code 801.12 LEAKS)</u>	
Expenses incurred by City for repairing leak:	\$6,975.00
Please pay within 30 days <i>Any unpaid amount will be assessed to your property taxes</i>	
TOTAL DUE UPON RECEIPT	
	\$6,975.00

PAYMENT OPTIONS

- Pay over the phone with credit card by calling 651-792-7004, Option 2.
- Send check or money order, payable to the City of Roseville, to:

City of Roseville
 Attn: Engineering / Public Works Dept.
 2660 Civic Center Drive
 Roseville, MN 55113

Please contact Public Works Director Jesse Freihammer at 651-792-7041 if you have any questions.

Notice Contestation and Hearing:

Any person contesting an administrative offense may, within seven (7) days of the time of issuance of the notice, request, in writing, a hearing. The Hearing Officer shall forthwith conduct an informal hearing to determine if a violation has occurred. The Hearing Officer shall have the authority to dismiss the violation or reduce or waive the penalty. If the violation is sustained by the Hearing Officer, the violator shall pay the penalty imposed (*City Code Section 102.01.C.5*). The City Manager shall be the hearing officer (*City Code Section 102.01.C.6*).



November 15, 2024

Candace Dale
435 Judith Avenue
Roseville MN 55113

RE: Water Service Repair

Dear Property Owner:

In February of 2023, the City of Roseville notified you of a leaking water service and that it was your responsibility to repair. A letter was sent to you on March 7, 2023, indicating the same with a date to repair the water service. Since the water service was not repaired in a timely manner, the City hired a vendor to eliminate the safety hazard caused by leaking water freezing on the street. The water service was repaired in mid-March of 2023 by a City contractor. The invoice for the work was sent on March 22, 2023, for the repair in the amount of \$6,975. Since the invoice has not been paid, this matter will be brought forward to City Council for consideration to put on your taxes.

This matter will be discussed at a public hearing before Roseville's City Council. At this public hearing, Public Works will request authority from the City Council to adopt a resolution approving the certification of unpaid charges to the County Auditor for collection on your property taxes. If the invoice is paid prior to the public hearing date, the public hearing will be cancelled and the case file closed.

NOTICE IS HEREBY GIVEN THAT the Council of the City of Roseville, Minnesota, will meet at 6:00 p.m. on the **25th day of November, 2024**, at the City Hall, 2660 Civic Center Drive, Roseville, MN, to hold a public hearing pursuant to Minnesota Statutes, Chapter 429, in regards to the emergency water service repair abatement and assessment.

The cost of the emergency repair was \$6,975 and is proposed to be assessed over one (1) year starting in 2025 with an interest rate of eight percent (8%). All persons desiring to be heard may appear and be heard by the City Council. I encourage you to attend the meeting. You will be given the opportunity to speak. If you have any questions regarding this matter, please contact me at 651-792-7041.

Sincerely,

Jesse Freihammer, PE
Public Works Director
651-792-7041

Jesse.Freihammer@cityofroseville.com

Encls.



March 7, 2023

Candace Daley
435 Judith Avenue
Roseville, MN 55113

RE: Water Leak Repair

Dear Property Owner:

As Ted Fish our Utility Superintendent made you aware two weeks ago, your water service serving your property is leaking and needs to be repaired. The leak is causing icing issues which is a safety concern which is why this service needs to be repaired immediately. Further, the water leaking is costly to the City as we purchase our water from St Paul Regional Water.

Per City Code 801.12 LEAKS, you are responsible for the repair.

801.12: REPAIR OF LEAKS: It shall be the responsibility of the consumer or owner to maintain the service pipe from the water main into the house or building. In case of failure upon the part of any consumer or owner to repair any leak occurring in such pipe within twenty four (24) hours after verbal or written notice, the water will be shut off and will not be turned on until the leak is repaired. When the waste of water is great, or when damage is likely to result from the leak, the water may be turned off immediately pending repairs. A water shutoff charge shall be made in an amount set by City Council resolution. (Ord. 530, 3-20-1967; 1995 Code) (Ord 1590, 10-12-2020)

The City had heard from you last week that you are working with a plumber but have not received a confirmation of when the repair will take place. Due to the safety concerns, the City is giving you until **3:00 p.m. on Wednesday, March 8, 2023** to schedule the repair. If the repair is not scheduled, City staff will shut off the water and hire a contractor to repair the leak later this week. All costs associated with the repair will be assessed to the property.

Please provide us a record that you have addressed or are in the process of addressing the issue by **3:00 p.m. on Wednesday, March 8, 2023**. We look forward to hearing from you in dealing with this water leak.

Should you have any questions about what you need to do to correct this issue, please contact Utilities Superintendent Ted Fish at 651-792-7053 or contact me. I can be reached at 651-792-7041 or jesse.freihammer@cityofroseville.com.

Sincerely,

Jesse Freihammer, PE
Public Works Director

Enclosure

Beth Kolodjski

From: Jesse Freihammer
Sent: Wednesday, March 8, 2023 2:14 PM
To: Beth Kolodjski
Subject: FW: Water Leak at 435 Judith Avenue

Add to beehive

Jesse Freihammer, P.E.

Public Works Director

Office 651.792.7041 | Cell 651.444.9810



2660 Civic Center Drive | Roseville, MN 55113

[Facebook](#) | [Twitter](#) | [YouTube](#)

From: Jesse Freihammer
Sent: Wednesday, March 8, 2023 12:01 PM
To: [REDACTED]
Cc: Ted Fish <Ted.Fish@cityofroseville.com>
Subject: RE: Water Leak at 435 Judith Avenue

Candace,

What you have read online and been told may be true for other cities but it is not true for Roseville. Every City does ownership differently depending on how they wrote their code. We did a survey a few years ago and found out about 40% do ownership like us and the property owner owns the entire serve from the main to the home. Another 40% the city owns from the main to the curb stop and the property owner owns from the curb stop to the home and. The last 20% the city owns from the main to the right of way and the property owner owns from the right of way to the house.

Our code very clearly states the ownership of the service is the property owners responsibility, you are responsible to repair the leak. We realize this is a burden to the property owner but have enforced this code before to other property owners and need to do so as well for this similar situation.

*801.12: REPAIR OF LEAKS: It shall be the responsibility of the consumer or owner **to maintain the service pipe from the water main into the house or building.** In case of failure upon the part of any consumer or owner to repair any leak occurring in such pipe within twenty four (24) hours after verbal or written notice, the water will be shut off and will not be turned on until the leak is repaired. When the waste of water is great, or when damage is likely to result from the leak, the water may be turned off immediately pending repairs. A water shutoff charge shall be made in an amount set by City Council resolution. (Ord. 530, 3-20-1967; 1995 Code) (Ord 1590, 10-12-2020)*

<http://www.cityofroseville.com/DocumentCenter/View/33680/Title-8-Public-Works?bidId=>

Please let us know how you plan to address this. If we don't have a plan in place shortly, we will be hiring a contractor to fix the leak that is causing icing issues and the water loss and assess those costs against your property.

Let me know if you have any further questions.

Jesse Freihammer, P.E.

From: Ted Fish <Ted.Fish@cityofroseville.com>
Sent: Wednesday, March 8, 2023 11:18 AM
To: Jesse Freihammer <Jesse.Freihammer@cityofroseville.com>
Subject: Fwd: Water Leak at 435 Judith Avenue

Get [Outlook for iOS](#)

From: [REDACTED]
Sent: Wednesday, March 8, 2023 10:59:47 AM
To: Ted Fish <Ted.Fish@cityofroseville.com>
Subject: Water Leak at 435 Judith Avenue

You don't often get email from cdaley2188@gmail.com. [Learn why this is important](#)

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

March 8, 2023

Ted Fish
Public Works Suoerintendent-Utilities
2660 Civic Center Drive
Roseville, Mn. 55113

Mr. Fish:

This email is to follow up to the city of Roseville notifying me on February 22, 2023 of a water leak near my residence at 435 Judith Avenue. As previously discussed with you, I was in Dallas, TX from February 23-27, 2023, but made arrangements before leaving to have a contractor come to my residence on February 28, 2023 to evaluate the water leak. I was told by the contractor, and others, that the water leak is not my responsibility, but rather the responsibility of the city. The contractor informed me that they would not be comfortable performing any work because it is clear to them that the city is responsible for the water leak repair.

Over the past week, I also conducted my own research and found several websites that state very clearly when a water leak is the responsibility of the homeowner, and when a water leak is the responsibility of the city or county. All of the websites make it very clear that a water leak located at the curb at the bottom of the driveway is not the homeowner's responsibility. All of the websites make it very clear that the city or county is responsible for any leaks/damage from the external stop tap to the street. The water leak near my residence at 435 Judith Avenue was clearly marked in blue paint by city of Roseville officials as being located at the curb at the bottom of the driveway, which would be the city's responsibility, and not mine as the homeowner.

It is very confusing to me why the city of Roseville would tell me the water leak at the curb at the bottom of the driveway is my responsibility, when contractors and others have told me it is the city's responsibility. Furthermore, all research that I conducted supported what I was told and that the location of the water leak is not my responsibility.

Based on the City of Roseville letter dated March 7, 2023, and the City of Roseville sign, both taped to my front door yesterday, March 7, 2023, it is my understanding that the city of Roseville will be shutting off my water later this week to have the water leak repaired. According to the City of Roseville letter, it states that "all costs associated with the repair will be assessed to the property." Based on what I have been told and what my research supports, I sincerely hope that the city of Roseville will do the right thing and take responsibility for any costs associated with the water leak repair at 435 Judith Avenue. Thank you!

Candace Daley
435 Judith Avenue
Roseville, MN. 55113
[REDACTED]

Sent from my Verizon, Samsung Galaxy smartphone

Judith Avenue Icing Conditions



ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 7.d.

Department Approval

Janice Gundlach

City Manager Approval

Samuel Truog

Item Description: Consider a request to perform an abatement for unresolved violations of City Code at 2165 Victoria St N

Background

The subject property is an un-occupied, single family home. Current violations related to the abatement request include (applicable code sections noted in parentheses):

- Twelve Inoperable vehicles (407.02.G, 407.04.D)
- Numerous vehicles without current registration (407.02.G, 407.04.D)
- Outside storage of miscellaneous items, including a tire, battery, and vanity top (407.03.I)

Staff conducted an inspection and confirmed these violations on October 22, 2024. Staff sent invoices for Administrative Citations and Repeat Nuisance fees on October 24, 2024 given this property was the subject of a City Council approved abatement on June 5, 2023, with the actual abatement of inoperable and unlicensed vehicles performed on June 16, 2023. Regarding the current violations, staff performed a follow-up inspection on November 1, 2024, which revealed no progress toward compliance related to the unlicensed and inoperable vehicles or outside storage of materials. A letter was mailed to the property detailing the violations and a timeframe for correction. Another inspection was conducted a week later, on November 7, 2024, where again, no progress towards compliance was observed. A property representative called staff on November 7th to state that he was in receipt of the notices and would have the property brought into compliance prior to any Council action. On November 15, 2024, staff again inspected the property. Upon observing no progress, staff posted a notice of a City Council request to perform an abatement on the front door of the residence. Previous citations, repeat nuisance fees and related city correspondence related to these actions are provided in Attachment 4.

As of the writing of this Request for Council Action, no progress towards code compliance with any noted violations have been observed on this property. A status update will be provided during the hearing.

Policy Objectives

The abatement of public nuisances is necessary to protect the public's comfort, repose, health and safety.

Equity Impact Summary

Equity impacts related to this request have not been evaluated.

Budget Implications

The estimated costs of the proposed abatement include the following:

• Removal of unlicensed, inoperable vehicles outdoors	\$ 0.00
• Removal of items stored outside	\$ 500.00
• Abatement fee per council approved fee schedule	\$ 350.00

Total: \$850.00

Staff Recommendations

Staff recommends the Council direct Community Development staff to abate the above referenced public nuisance violations at 2165 Victoria St N.

Requested Council Action

By motion, direct Community Development staff to abate the public nuisance violations at 2165 Victoria St N, by notifying a towing company to remove the unlicensed and/or inoperable vehicles from the property and by hiring a private contractor to remove the items stored outside on the property.

If so ordered, the property owner will be billed for actual and administrative costs. If charges are not paid, staff shall recover costs as specified in Section 407.08.B.

Prepared by: David Englund, Building Official

- Attachments:**
- 1. Map
 - 2. Timeline
 - 3. Cited Sections
 - 4. City Correspondance



Prepared by:
Community Development Department
Printed: November 20, 2024



Data Sources
* Ramsey County GIS Base Map [11/4/2024]
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.

2165 Victoria St N

ATTACHMENT 2

October 22,
2024

- Staff observed numerous (14) inoperable/unlicensed vehicles along with miscellaneous materials stored outside

October 24,
2024

- Administrative citations and repeat nuisance fines assessed and invoiced to

November 1,
2024

- All violations remain
- Second notice sent to property owner.

November 7,
2024

- Site Visit to property
- Violations remain
- Property representative called staff to state he was in receipt of notices and planned to remove violations prior to Council hearing.

November 15,
2024

- No improvements or corrections observed
- Council hearing notification posted on property

November
25, 2024

- Hearing before Roseville City Council

CITED CITY CODE SECTIONS

407.02: NUISANCES AFFECTING HEALTH, SAFETY, COMFORT OR REPOSE:

G. Parking and Storage: The outside parking or storage on residentially-zoned property of vehicles, materials, supplies or equipment in violation of the provisions set forth below:

2. Storage on Property: No person may place, store or allow the placement or storage of the following, in the front yard or unscreened street facing side yard of a corner lot of any residential zoned area:

c. Vehicles of any type in inoperable condition

407.03: NUISANCES AFFECTING PEACE AND SAFETY:

I. Junk: The outside piling, storing or keeping of old machinery, furniture, household furnishings or appliances or component parts thereof, rusting metal inoperable/unusable equipment, or other debris visible on private or public property

407.04: VEHICLES CONSTITUTING A PUBLIC NUISANCE:

A. Abandoned, Junk, Unauthorized and Inoperable Vehicles Create Hazard: Abandoned, junk, unauthorized and inoperable vehicles are declared to be a public nuisance creating hazard to the health and safety of the public because they invite plundering, create fire hazards, attract vermin, and present physical dangers to the safety and well-being of children and other citizens. The accumulation and outside storage of such vehicles is in the nature of rubbish, litter and unsightly debris and is a blight on the landscape and a detriment to the environment. It shall be unlawful for a person to pile, store or keep wrecked, junked, inoperable, unauthorized or abandoned vehicles on private or public property.

D. Vehicles Without Current Registration: Except where expressly permitted by state law, any vehicle or other equipment, which requires registration for operation in the State of Minnesota, shall be deemed to be junked, inoperable, unauthorized or abandoned if said vehicle does not have attached thereto a valid registration issued by the proper State agency.

City of Roseville
2660 Civic Center Dr
Roseville, MN 55113

Tel: (651) 792-7080
<http://www.cityofroseville.com/ePermits>

Case Number:

ATTACHMENT 4
ENF24-387

Case Type:

Vehicle Violation

Invoice Date:

10/24/2024

INVOICE

Address: 2165 Victoria St N

Case Information: Complaint - Unlicensed and inoperable vehicles

Payment Options

- Pay online:
 1. Visit www.cityofroseville.com/epermits
 2. Enter the enforcement case # in the search bar located directly above the Login section
 3. Click Payments and then Fees from the dropdown menu
 4. Click the blue text, "Pay Fees"
 5. Continue Application
 6. Proceed with entering payment information (either Credit Card or Bank Account)
 7. Submit Payment
- Pay over the phone with credit card by calling 651-792-7014
- Send check payable to the City of Roseville referencing enforcement case # and/or address (2660 Civic Center Dr, Roseville, MN 55113)

Notice Contestation and Hearing

Any person contesting an administrative offense may, within seven (7) days of the time of issuance of the notice, request, in writing, a hearing. The Hearing Officer shall forthwith conduct an informal hearing to determine if a violation has occurred. The Hearing Officer shall have the authority to dismiss the violation or reduce or waive the penalty. If the violation is sustained by the Hearing Officer, the violator shall pay the penalty imposed (*City Code Section 102.01.C.5*). The City Manager shall be the hearing officer (*City Code Section 102.01.C.6*).

If no payment is received within 30 days from the date of invoice, this amount may be assessed to the property pursuant to Section 407.08 of the City Code.

Invoice: 48892

Processing Fee	\$3.00
Administrative Citation	\$100.00
	\$103.00

TOTAL DUE: \$103.00

City of Roseville
2660 Civic Center Dr
Roseville, MN 55113

Tel: (651) 792-7080
<http://www.cityofroseville.com/ePermits>

Case Number:

ATTACHMENT 4
[ENF24-388](#)

Case Type:

Repeat Nuisance

Invoice Date:

10/24/2024

INVOICE

Address: 2165 Victoria St N

Case Information: Repeat Nuisance - Vehicles

Payment Options

- Pay online:
 1. Visit www.cityofroseville.com/epermits
 2. Enter the enforcement case # in the search bar located directly above the Login section
 3. Click Payments and then Fees from the dropdown menu
 4. Click the blue text, "Pay Fees"
 5. Continue Application
 6. Proceed with entering payment information (either Credit Card or Bank Account)
 7. Submit Payment
- Pay over the phone with credit card by calling 651-792-7014
- Send check payable to the City of Roseville referencing enforcement case # and/or address (2660 Civic Center Dr, Roseville, MN 55113)

Notice Contestation and Hearing

Any person contesting an administrative offense may, within seven (7) days of the time of issuance of the notice, request, in writing, a hearing. The Hearing Officer shall forthwith conduct an informal hearing to determine if a violation has occurred. The Hearing Officer shall have the authority to dismiss the violation or reduce or waive the penalty. If the violation is sustained by the Hearing Officer, the violator shall pay the penalty imposed (*City Code Section 102.01.C.5*). The City Manager shall be the hearing officer (*City Code Section 102.01.C.6*).

If no payment is received within 30 days from the date of invoice, this amount may be assessed to the property pursuant to Section 407.08 of the City Code.

Invoice: 48891

Processing Fee	\$7.50
Repeat Nuisance Violation Fee	\$250.00
	\$257.50

TOTAL DUE: \$257.50

November 1, 2024

Case #ENF24-387

Korhan Yesil
2165 Victoria St N
Roseville MN 55113-4434

Dear Mr. Yesil,

A re-inspection of the property at 2165 Victoria St has revealed that the following violations have not been corrected, specifically:

- Inoperable vehicle(s) stored outside.
- Unlicensed vehicles stored outside.
- Vehicles stored on unimproved surfaces.

These are violations of Roseville's City Code, specifically:

- 407.02 G and 407.04 D, both of which require that vehicles stored outside display current registration / licensure and owned by a person who is a legal resident of the property.
- 407.02 G, which also required vehicles stored outside to be stored on improved surfaces (asphalt, concrete, or pavers) and be in an operable condition.

If the violations listed are not corrected within **5 days** and continuously maintained in compliance thereafter, the City will move forward with further action, including the possibility of an **administrative citation or abatement proceedings, which could entail the expenditure of funds for which you, as the property owner, would be responsible to repay.**

The City's objective is to increase the enjoyment of neighborhoods and enhance property values through enforcement of City Codes. We hope that you will work with us to maintain a positive community environment.

We hope that you will work with us to maintain a positive community environment. If you would like to discuss this further, please contact a Code Compliance Officer at 651-792-7014.

Sincerely,

Chris Bolstad
Code Compliance Officer
Chris.bolstad@cityofroseville.com
651-792-7083

Community Development Department
2660 Civic Center Drive ❖ Roseville, Minnesota 55113
651-792-7014 ❖ fax 651-792-7070 ❖ www.cityofroseville.com

November 15, 2024

Korhan Yesil
2165 Victoria St N
Roseville MN 55113-4434

RE: Case #'s: ENF24-387 and ENF24-389

Dear Property Owner:

The City of Roseville is committed to protecting and enhancing the character, stability, and appearance of the City's residential neighborhoods and commercial areas by maintaining the standards and enforcing the regulations established in Roseville City Code. The City received a complaint and verified code violations at your property. The City of Roseville intends to hold a public hearing before City Council to discuss possible administrative citation or abatement for the violations identified below:

The combined ongoing violations include:

- Vehicles stored on unimproved surfaces
- Inoperable vehicles stored outside
- Unlicensed vehicles stored outside
- Outside storage of misc. car parts and materials

These are violations of Roseville's City Code, specifically:

- 407.02 G and 407.04 D, both of which require that vehicles stored outside be in operable condition and display current registration / licensure.
- 407.03 I, which prohibits the outside piling, storing or keeping of old machinery, furniture, household furnishings or appliances or component parts thereof, rusting metal inoperable/unusable equipment, or other debris visible on private or public property.
- 407.02 C which prohibits an accumulation of tin cans, bottles, trash, uprooted tree stumps, logs, limbs, brush, cut vegetative debris, or other debris of any nature or description and the throwing, dumping or depositing of any dead animals, manure, garbage, waste, decaying matter, ground, sand, stones, ashes, rubbish, tin cans or other material of any kind onto public or private property.

Corrective Measures:

- Move all vehicles to storage on improved surface, move vehicles to storage inside of structure, or remove vehicles from property.
- Ensure all vehicles stored outside are in operable condition, move vehicles to storage inside of structure, or remove vehicles from property.
- Ensure all vehicles stored outside display current licensure / registration, move vehicles to storage inside of structure, or remove vehicles from property.

- Move misc. car parts and materials to storage inside of a structure or remove from the property.

This matter will be discussed at a public hearing before Roseville's City Council. At this public hearing, the Community Development Department will request authority from the City Council to perform a City abatement and contract with private companies to have all violations corrected and/or issue an administrative citation. This would entail the expenditure of funds for which you, as the property owner, would be responsible to repay. If the violations are corrected prior to the public hearing date, the public hearing will be cancelled and the case file closed.

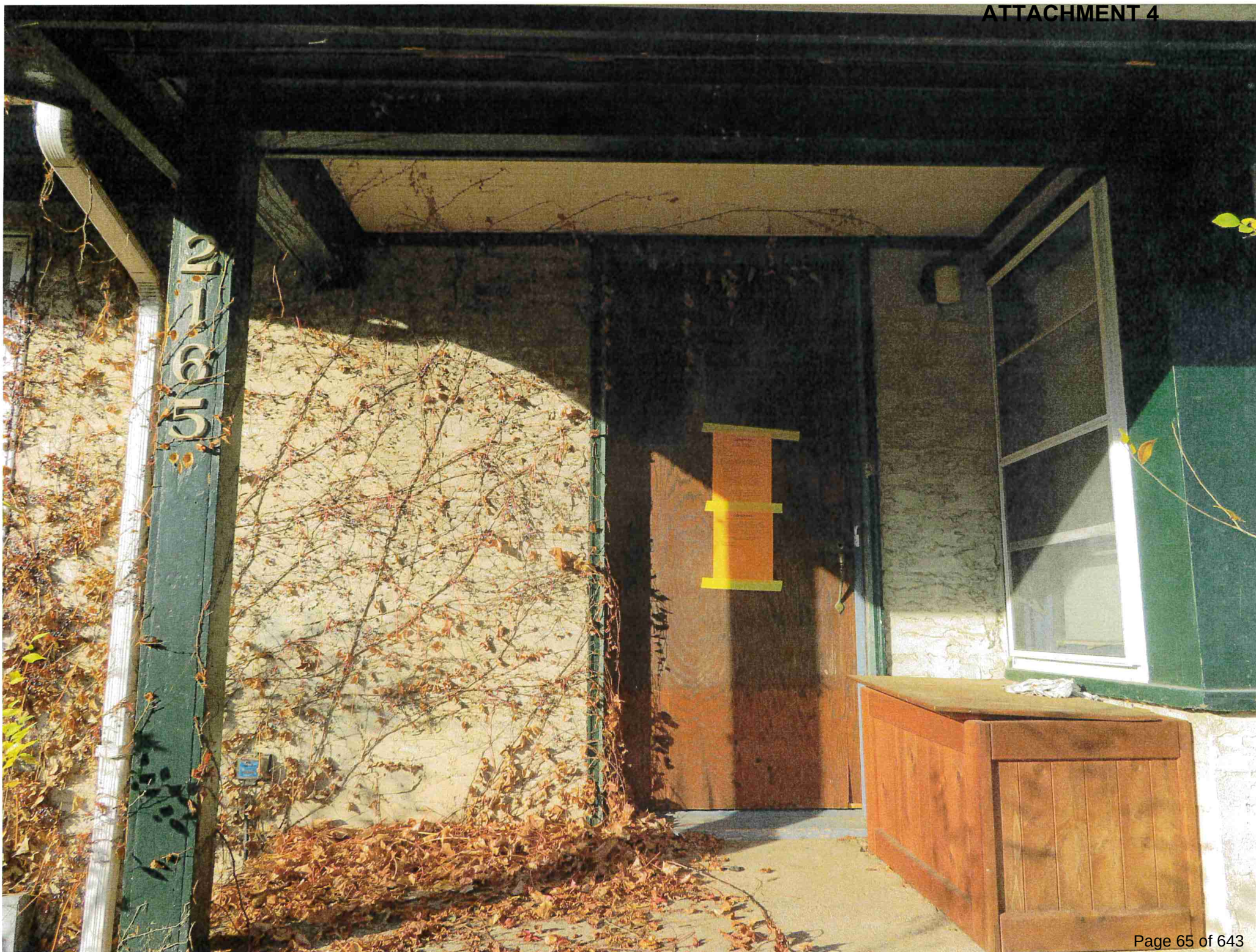
This public hearing will be scheduled for an upcoming City Council meeting on **November 25, 2024**, for which you are being notified. City Council meetings are held in the City Council Chambers located at 2660 Civic Center Drive and begin at 6:00 p.m. I encourage you to attend the meeting. You will be given the opportunity to speak. If you have any questions regarding this matter, please contact me at 651-792-7087.

Sincerely,

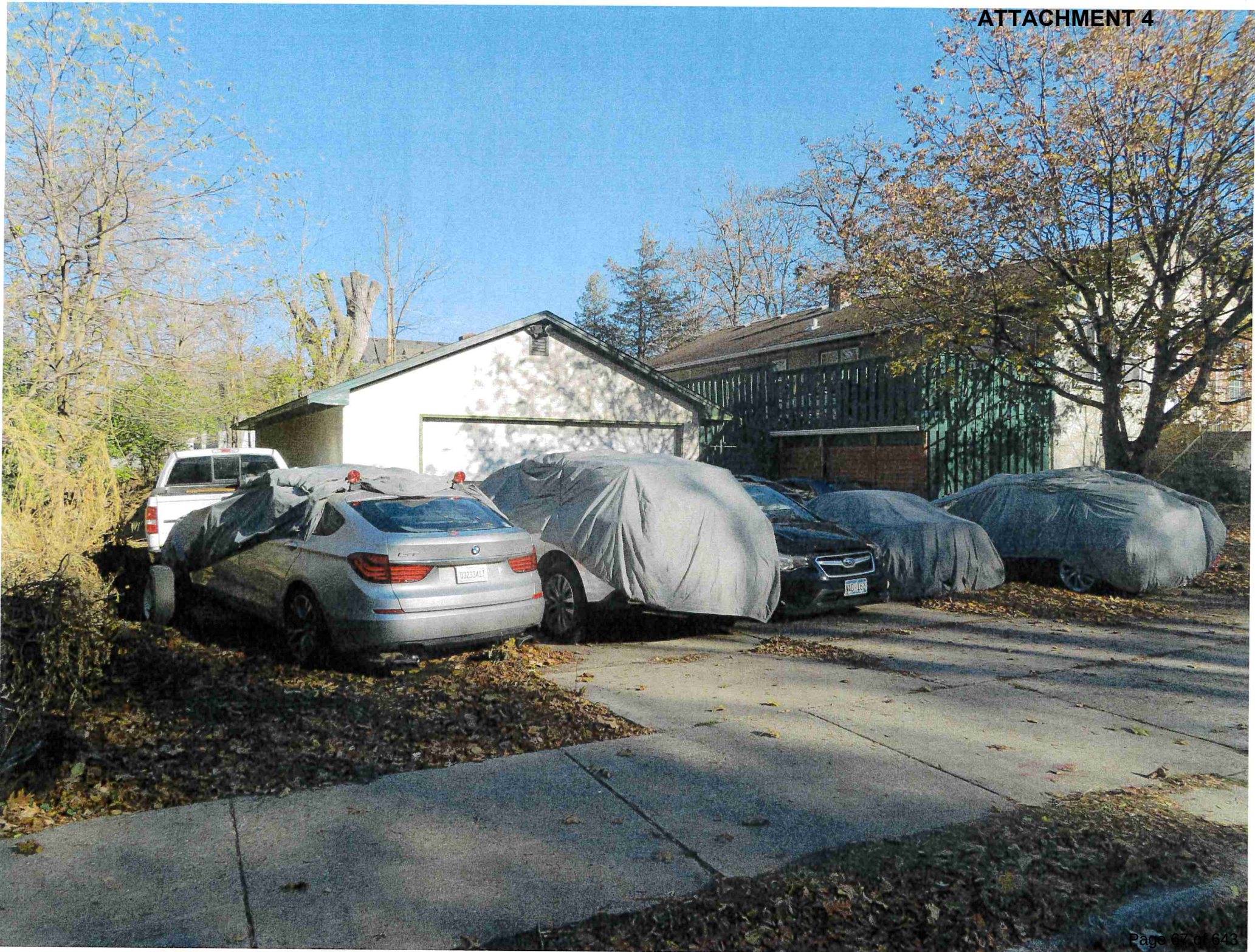
Dave Englund, Codes Coordinator

651-792-7087

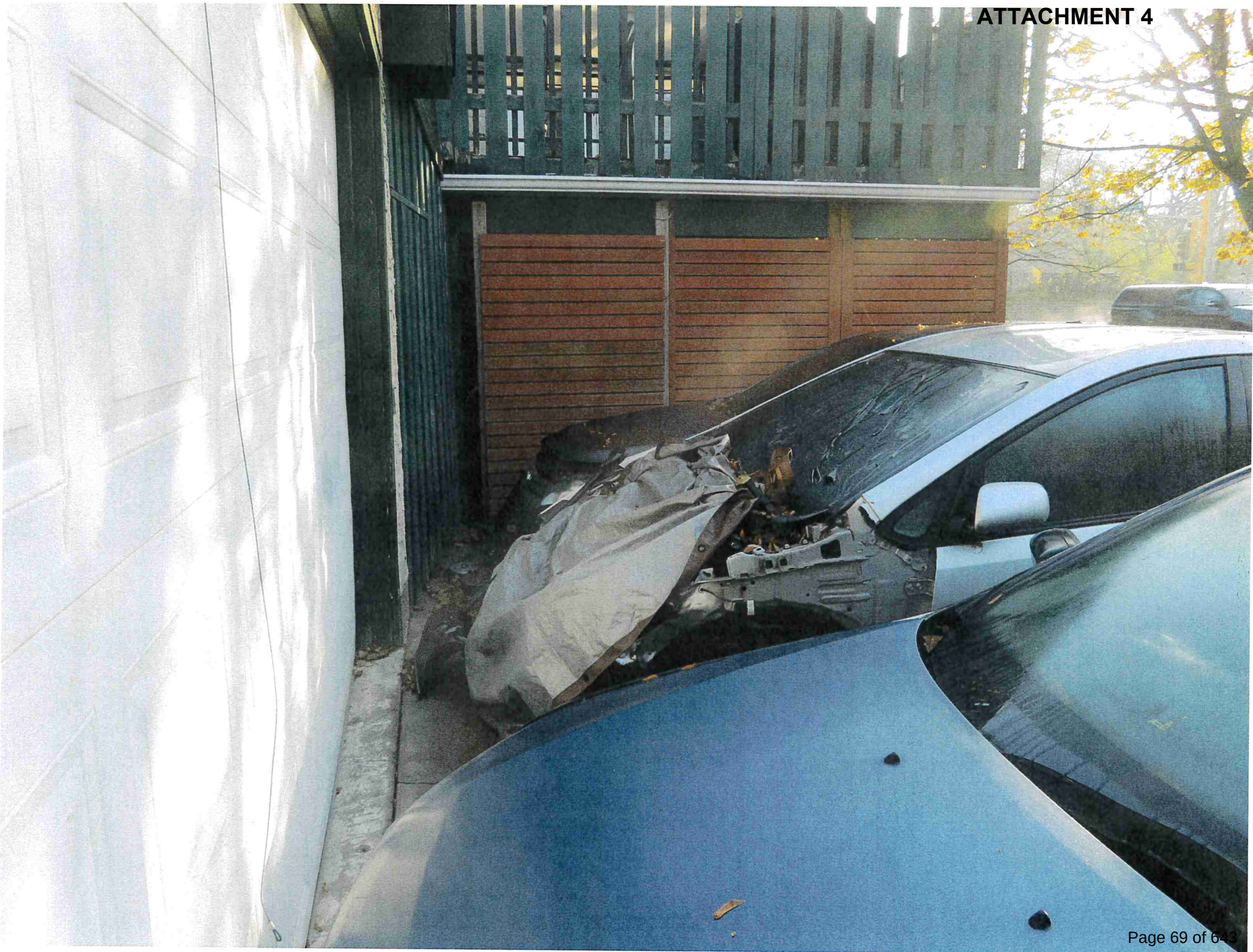
david.englund@cityofroseville.com



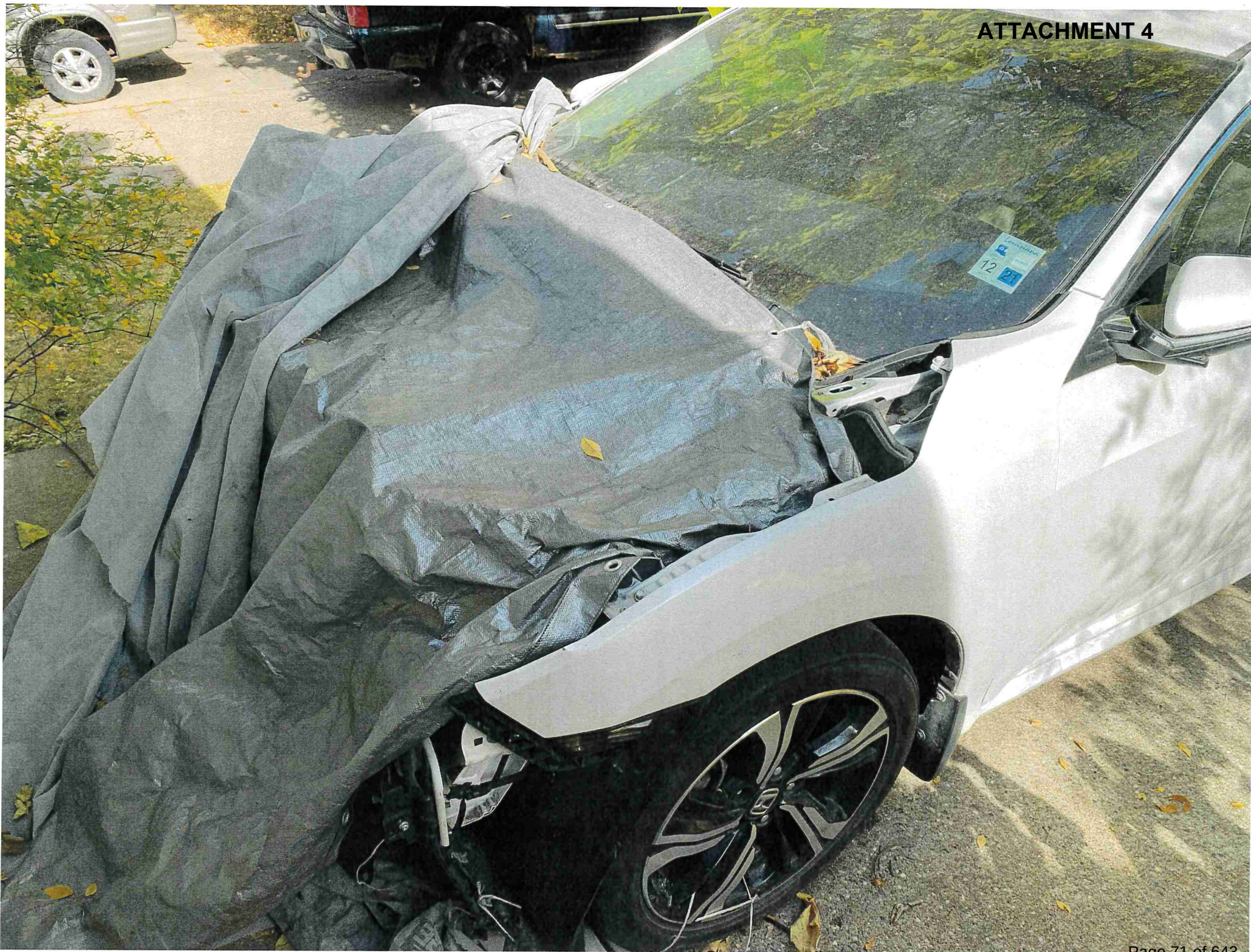


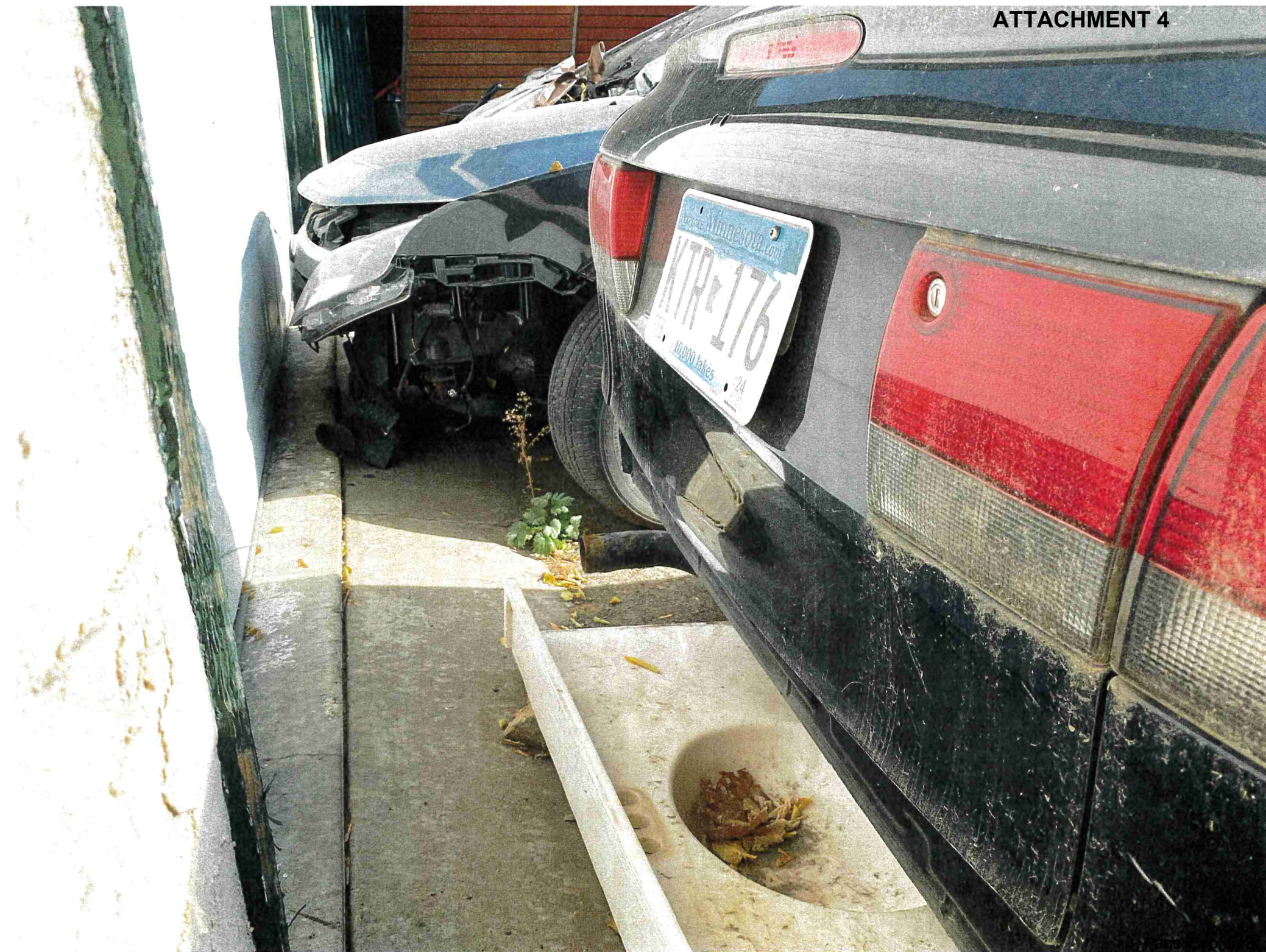












ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 7.e.

Department Approval

Janice Gundlach

City Manager Approval

Sam J. Truog

Item Description: Consider a request to perform an abatement for unresolved violations of City Code at 1775 Maple Lane

Background

The subject property is an occupied, single family home. Current violations related to the abatement request include:

- Outside storage of miscellaneous items (407.03.I)

Staff performed an inspection and confirmed a violation at this property on October 18, 2024. Staff sent invoices for an Administrative Citation and Repeat Nuisance fees on October 24, 2024 given previous violations had been observed at this property. A follow-up inspection on October 28, 2024 revealed no progress toward compliance related to the outside storage of materials. A letter was mailed to the property detailing the violations and a timeframe for correction. Then, on November 15, 2024, staff performed another inspection, which revealed no progress towards compliance. Staff posted a notice of a City Council meeting to abate the violations on the front door of the residence. City correspondence related to these actions is provided in Attachment 4.

As of the writing of this Request for Council Action, no progress towards code compliance has been observed on the property. A status update will be provided during the meeting.

Policy Objectives

The abatement of public nuisances is necessary to protect the public's comfort, repose, health and safety.

Equity Impact Summary

Equity impacts were not evaluated on this request.

Budget Implications

The estimated costs of the proposed abatement include the following:

• Removal of unlicensed, inoperable vehicles outdoors	\$ 0.00
• Removal of items stored outside	\$ 500.00
• Abatement fee per council approved fee schedule	\$ 350.00

Total: \$850.00

Staff Recommendations

34 Staff recommends the Council direct Community Development staff to abate the above referenced
35 public nuisance violations at 1775 Maple Lane.
36

37
38 **Requested Council Action**

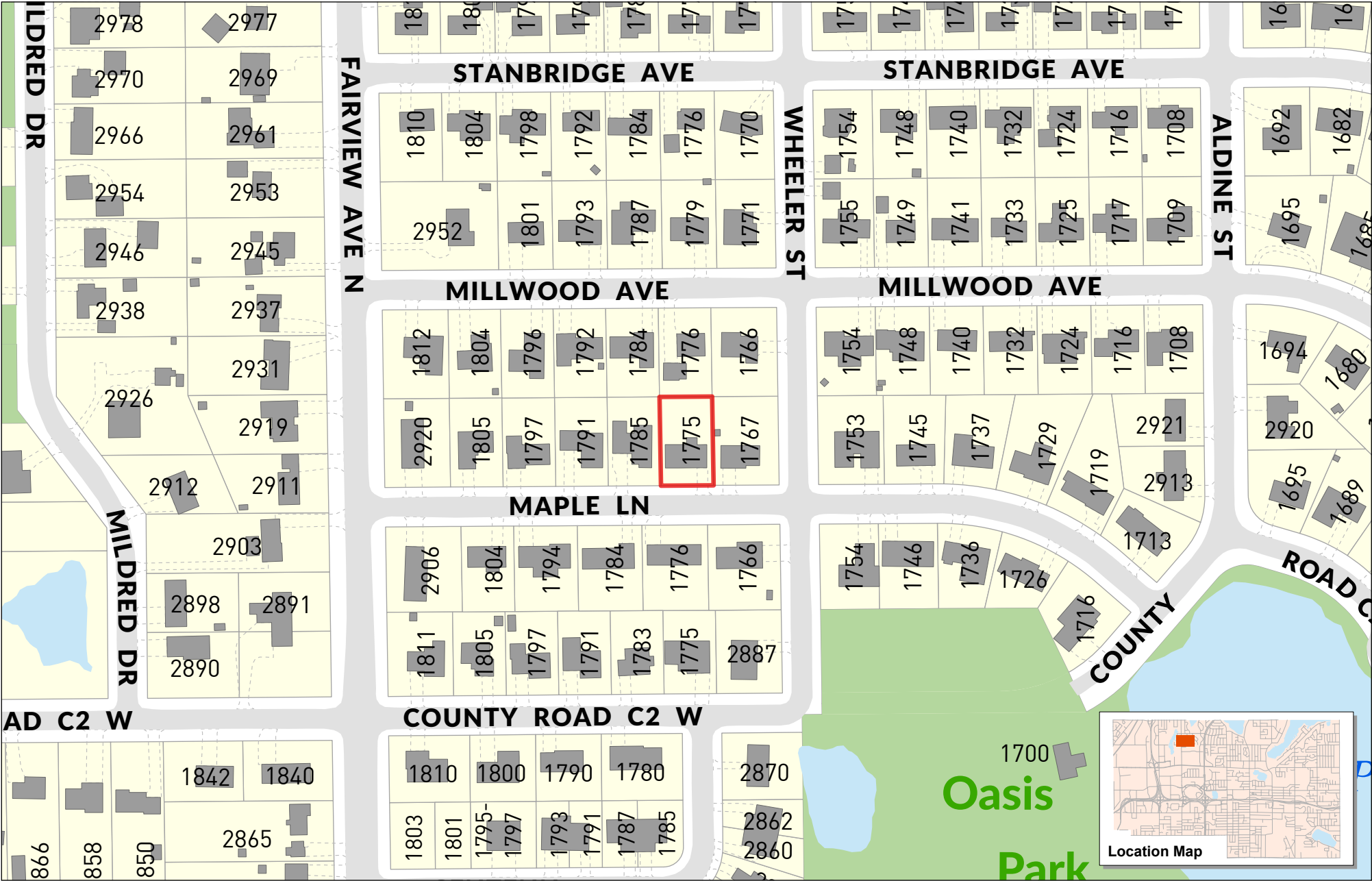
39 By motion, direct Community Development staff to abate the public nuisance violations at 1775 Maple
40 Lane, by hiring a private contractor to remove the items stored outside on the property.
41

42 If so ordered, the property owner will be billed for actual and administrative costs. If charges are not
43 paid, staff shall recover costs as specified in Section 407.08.B.
44

45 **Prepared by:** David Englund, Building Official

- Attachments:**
- 1. Map
 - 2. Timeline
 - 3. Cited Code Sections
 - 4. City Correspondence

46



1775 Maple Ln

ATTACHMENT 2

October 18,
2024

- Staff confirmed a violation of City Code 407.03.I - outside storage.
- An Administrative Citation and Repeat Nuisance Service fee was invoiced to the property.

October 28,
2024

- All violations remain
- Second notice sent to property owner.



November 15,
2024

- No improvements or corrections observed
- Council hearing notification posted on property



November
25, 2024

- Hearing before Roseville City Council

CITED CITY CODE SECTIONS

407.02: NUISANCES AFFECTING HEALTH, SAFETY, COMFORT OR REPOSE:

407.03: NUISANCES AFFECTING PEACE AND SAFETY:

I. Junk: The outside piling, storing or keeping of old machinery, furniture, household furnishings or appliances or component parts thereof, rusting metal inoperable/unusable equipment, or other debris visible on private or public property

November 15, 2024

Case #ENF24-383

Bill Vang
1775 Maple Lane
Roseville, MN 55113

Dear Mr. Vang,

The City of Roseville is committed to protecting and enhancing the character, stability, and appearance of the City's residential neighborhoods and commercial areas by maintaining the standards and enforcing the regulations established in Roseville City Code. The City received a complaint and verified code violations at your property. The City of Roseville intends to hold a public hearing before City Council to discuss possible administrative citation or abatement for the violations identified below:

- Outside storage of misc. materials and equipment.

These are violations of Roseville's City Code, specifically:

- 407.03 I, which prohibits the outside piling, storing or keeping of old machinery, furniture, household furnishings or appliances or component parts thereof, rusting metal inoperable/unusable equipment, or other debris visible on private or public property.
- 407.02 C which prohibits an accumulation of tin cans, bottles, trash, uprooted tree stumps, logs, limbs, brush, cut vegetative debris, or other debris of any nature or description and the throwing, dumping or depositing of any dead animals, manure, garbage, waste, decaying matter, ground, sand, stones, ashes, rubbish, tin cans or other material of any kind onto public or private property.

This matter will be discussed at a public hearing before Roseville's City Council. At this public hearing, the Community Development Department will request authority from the City Council to perform a City abatement and contract with private companies to have all violations corrected and/or issue an administrative citation. This would entail the expenditure of funds for which you, as the property owner, would be responsible to repay. If the violations are corrected prior to the public hearing date, the public hearing will be cancelled and the case file closed.

This public hearing will be scheduled for an upcoming City Council meeting on **November 25, 2024**, for which you are being notified. City Council meetings are held in the City Council Chambers located at 2660 Civic Center Drive and begin at 6:00 p.m. I encourage you to attend the meeting. You will be given the opportunity to speak. If you have any questions regarding this matter, please contact me at 651-792-7087.

Sincerely,
Dave Englund, Codes Coordinator
651-792-7087
david.englund@cityofroseville.com

November 1, 2024

Case #ENF24-383

Bill Vang
1775 Maple Lane
Roseville, MN 55113

Dear Mr. Vang,

A re-inspection of the property at 1775 Maple Ln has revealed that code violations have not been fully corrected, specifically:

- Unlicensed vehicles stored outside.
- Outside storage of misc. materials and equipment.

These are violations of Roseville's City Code, specifically:

- 407.02 G and 407.04 D, both of which require that vehicles stored outside be in operable condition and display current registration / licensure.
- 407.03 I, which prohibits the outside piling, storing or keeping of old machinery, furniture, household furnishings or appliances or component parts thereof, rusting metal inoperable/unusable equipment, or other debris visible on private or public property.
- 407.02 C which prohibits an accumulation of tin cans, bottles, trash, uprooted tree stumps, logs, limbs, brush, cut vegetative debris, or other debris of any nature or description and the throwing, dumping or depositing of any dead animals, manure, garbage, waste, decaying matter, ground, sand, stones, ashes, rubbish, tin cans or other material of any kind onto public or private property.
- 407.04 D – Vehicles Without Current Registration: Except where expressly permitted by state law, any vehicle or other equipment, which requires registration for operation in the State of Minnesota, shall be deemed to be junked, inoperable, unauthorized or abandoned if said vehicle does not have attached thereto a valid registration issued by the proper State agency.

If the violations listed are not corrected within **5 days** and continuously maintained in compliance thereafter, this matter will be discussed at a public hearing before Roseville's City Council. At this public hearing, the Community Development Department will request authority from the City Council to perform a City abatement and contract with private companies to have all violations corrected and/or issue an administrative citation. This would entail the expenditure of funds for which you, as the property owner, would be responsible to repay. If the violations are corrected prior to the public hearing date, the public hearing will be cancelled and the case file closed.

This public hearing will be scheduled for an upcoming City Council meeting on **November 25, 2024**, for which you are being notified. City Council meetings are held in the City Council Chambers located at 2660 Civic Center Drive and begin at 6:00 p.m. I encourage you to attend the meeting. You will be given

the opportunity to speak. If you have any questions regarding this matter, please contact me at 651-792-7087.

The City's objective is to increase the enjoyment of neighborhoods and enhance property values through enforcement of City Codes. We hope that you will work with us to maintain a positive community environment.

We hope that you will work with us to maintain a positive community environment. If you would like to discuss this further, please contact a Code Compliance Officer at 651-792-7014.

Sincerely,

Chris Bolstad
Code Compliance Officer
Chris.bolstad@cityofroseville.com
651-792-7083



REQUEST FOR COUNCIL ACTION

Date: 11/25/2024
Item No.: 7.f.

Department Approval

Janice Gundlach

City Manager Approval

Samuel Trueman

Item Description: Consider adoption of ordinances and resolutions establishing zoning, business registration and temporary event regulations for adult-use cannabis and hemp and allowing for summary publications

Background

The state legislature established Chapter 342 of Minnesota state law, known as the "adult-use cannabis law" during the 2023 legislative session. These regulations were revised during the 2024 legislative session. Since that time, Minnesota's office of Cannabis Management (OCM) has been established to oversee the implementation and regulation of adult-use cannabis. Included in OCM's duties were the creation of model ordinances, which cities can use to inform local adult-use cannabis regulations. The model ordinance was provided to both the Planning Commission and City Council during previous meeting discussions. The legalization of adult-use cannabis followed the 2022 legalization of lower-potency hemp. Locally, Roseville has implemented licensing for lower-potency hemp, limited retailers of lower-potency hemp to eight, prohibited smoking on City property, and enacted a moratorium on the operation of cannabis businesses.

On January 1, 2025, the City's moratorium will expire and the City may start receiving zoning compliance requests from the state regarding applications for cannabis business licenses. There is no current-estimated timeline of when this will actually occur, however, OCM is anticipating early 2025. In preparation, the City has been working, over the last several months, on drafting local ordinances to ensure regulation of such businesses is done in a manner that meets local needs. However, state law is fairly prescriptive, limiting the city's role in both the regulation of adult-use cannabis and lower potency hemp. Locally, Roseville has been developing three different ordinances to address three different aspects of adult-use cannabis: 1) zoning, 2) business registration, and 3) temporary events.

To date, the following meeting discussions have occurred surrounding this topic:

- September 4, 2024 Planning Commission
- September 9, 2024 City Council
- October 2, 2024 Planning Commission
- October 21, 2024 City Council
- November 4, 2024 City Council
- November 6, 2024 Planning Commission

All meeting materials, minutes and video from these discussions can be found on the City's Cannabis Regulations webpage.

Zoning Ordinance

Since the City Council's last discussion on this topic, the Planning Commission held the required public hearing on the ordinance imposing zoning regulations on cannabis and hemp uses. No members from the public attended or provided testimony. The Commission unanimously recommended approval of the ordinance. The draft ordinance discussed and recommended for approval was consistent with the draft

the City Council reviewed and discussed on October 21st. This ordinance is provided as Attachment 1.

In terms of the business registration and temporary events ordinances, the draft ordinances have been revised since the Council's last discussion on November 4th. These revisions reflect direction from the City Council given at the meeting on November 4th, and consist of the following:

Registration Ordinance

- The definition of school has been revised to make clear both public and private schools are included.
- Buffer requirements have been revised to reflect a 100' buffer from a school and daycare and a 500' buffer from a residential treatment facility.

A redlined draft of the registration ordinance is provided as Attachment 2 and a clean draft is provided as Attachment 3.

Events Ordinance

- The definition of school has been revised to make clear both public and private schools are included.
- The language for fees for Special Services has been revised to reflect that the fees will be established via the City's Fee Schedule but that the City Manager may require a fee based on the estimated costs of the Special Services and that a deposit must be paid at least ten business days before the event occurs, with the balance due within 30 days of the event.
- Location restrictions have been revised to reflect that Temporary Cannabis Events cannot be held on school property.
- Hours restrictions have been revised to reflect a start time of 7am and a stop time of 10pm. It should be noted the Council only discussed a stop time of 10pm, but it was determined that a stop time, without a start time, would be confusing, so a start time of 7am is suggested.

A relined draft of the events ordinance is provided as Attachment 4 and a clean draft is provided as Attachment 5.

At this time, staff is unaware of any outstanding issues that need to be addressed within the ordinances establishing regulations surrounding adult-use cannabis. Given the regulations must be adopted by January 1, 2025, two City Council meetings remain on November 25th and December 2nd. The draft ordinances have been posted on the City's website well in advance of the ten-day posting requirement. As has been previously discussed, it is likely these ordinances may need to be amended from time-to-time to respond to issues that were unknown during the initial adoption discussions, as well as to react to legislative changes at the state-level. Recognizing this, staff recommends the City Council adopt the ordinances provided in Attachments 1, 3 and 5. Staff is also recommending the Council permit publication of ordinance summaries to save on publishing costs. This action requires adoption of a resolution that contains the summary, which is provided as Attachments 6 (zoning), 7 (business registration), and 8 (temporary events). Summary publications require a 4/5th's vote of the City Council.

Policy Objectives

To implement the provisions of Minnesota Statutes, Chapter 342, and to authorize the City of Roseville to protect the public health, safety, and welfare of Roseville residents by regulating cannabis businesses within the legal boundaries of the City of Roseville. To find and conclude such ordinances are appropriate and lawful land use regulation for the City of Roseville, that the regulations will promote the community's interest in reasonable stability in zoning for now and in the future, and that the provided provisions are in the public interest and for the public good.

Equity Impact Summary

The City of Roseville has a limited role in the regulation of adult-use cannabis. Most of the City's

influence stems from it's zoning authority, which impacts owners of commercial property and business owners who intend to run a cannabis business. Decisions surrounding where such businesses may locate within the city are based on already established zoning allowances. For example, the manufacturing or retail sales of cannabis are allowed in zoning districts that already allow manufacturing and retail sales of other goods. Proposed regulation, aside from zoning authority, is being informed by existing alcohol and tobacco regulations, which have been established and enforced for decades.

The state will seek zoning compliance certification from the City of Roseville before deciding whether to issue a business license for a cannabis business/use. The State Office of Cannabis Management (OCM) has established a social equity process to help ensure corporations and/or deep-pocketed investors cannot monopolize the business of manufacturing and selling cannabis in Minnesota. The social equity process established by OCM intends for those who have suffered the most from cannabis prohibition will be first in line to benefit from its legalization.

Aside from age-compliance regulation surrounding the retail sale of cannabis, which will be conducted locally, under the law OCM is tasked with general licensing enforcement. It should be recognized that persons/parties will likely seek enforcement from the City of Roseville but will be burdened by the city's lack of standing and referral to OCM, which could result in non-timely response to negative impacts.

The impacts of the legalization of cannabis are not yet known and the City must be prepared to amend its regulations as needed to address mitigations within local control, including engaging with affected parties within the community on those non-state mandated revisions. The fully completed Equity & Inclusion Toolkit is provided as Attachment 9.

Budget Implications

There are no budget impacts related to the drafting of these ordinances. There are fee implications related to retail registration and Temporary Cannabis Events, which have been added to the 2025 Fee Schedule. Retail sales of taxable cannabis products are subject to the state and local sales and use tax and a 10% gross receipts tax. 20% of cannabis gross receipts tax proceeds are allocated to the local government cannabis aid account, where 50% is distributed to counties and 50% is distributed to cities in June and December.

Staff Recommendations

Adopt three ordinances and three resolutions establishing zoning, business registration and temporary event regulations for adult-use cannabis and hemp, including allowing for summary publications in lieu of the full ordinances.

Requested Council Action

By motion, adopt three ordinances and three resolutions establishing zoning, business registration and temporary event regulations for adult-use cannabis and hemp, including allowing for summary publications in lieu of the full ordinances.

Be advised, the resolutions allowing for summary publications require a 4/5th's vote of the Council.

Prepared by: Janice Gundlach, Community Development Director

Attachments:

1. Zoning Ordinance
2. Redlined Business Registration Ordinance
3. Business Registration Ordinance
4. Redlined Temporary Cannabis Events Ordinance
5. Temporary Cannabis Events Ordinance
6. Resolution allowing for summary publication (zoning)
7. Resolution allowing for summary publication (business registration)
8. Resolution allowing for summary publication (temporary events)
9. Equity and Inclusion Toolkit

City of Roseville
ORDINANCE NO.

**AN ORDINANCE AMENDING TITLE 10 CHAPTERS 1001, 1005, 1006,
1009, AND 1011 OF THE ROSEVILLE CITY CODE TO INCORPORATE
CANNABIS AND HEMP USES**

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1: Title 10, Section 1001.10 (i.e. definitions) of the Roseville
City Code is amended to add the following definitions in alphabetical order
to read as follows:

1001.10: DEFINITIONS.

CANNABIS CULTIVATION BUSINESS means a business with a cannabis cultivator license, medical cannabis cultivator license, or cultivation endorsement from the State of Minnesota Office of Cannabis Management.

CANNABIS DELIVERY/TRANSPORTATION BUSINESS means a business with a cannabis delivery service license or delivery service endorsement, or cannabis transporter license or transportation endorsement from the State of Minnesota Office of Cannabis Management.

CANNABIS COMBINATION BUSINESS means a business with a cannabis mezzobusiness license with a retail operations endorsement or a cannabis microbusiness license with a retail operations endorsement from the Stat of Minnesota Office of Cannabis Management.

CANNABIS LOUNGE means a portion of the premises of a cannabis business or hemp business licensed or endorsed by the State of Minnesota Office of Cannabis Management for on-site consumption of edible cannabis products and lower-potency hemp edibles.

CANNABIS OR HEMP INDUSTRIAL BUSINESS means a business with a cannabis manufacturer license, cannabis wholesaler license, cannabis testing facility license, medical cannabis manufacturer, medical cannabis combination business license, lower-potency hemp edible manufacturing license, or manufacturing or testing endorsement from the State of Minnesota Office of Cannabis Management.

CANNABIS OR HEMP RETAILER means a business with a cannabis retailer license, medical cannabis retailer license, lower-potency hemp edible retailer license, or retail endorsement from the State of Minnesota Office of Cannabis Management.

SECTION 2: Title 10, Section 1005.03 (i.e. table of allowed uses) of the Roseville City Code is amended to add the following uses and footnotes to read as follows:

1005.03 TABLE OF ALLOWED USES.

Table 1005-1	MU-1	MU-2A	MU-2B	MU-3	MU-4	Standards
Commercial Uses						
<u>Cannabis or Hemp Retailer</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	
<u>Cannabis Delivery/Transportation Business</u>	<u>NP</u>	<u>NP</u>	<u>NP</u>	<u>Pa</u>	<u>Pa</u>	
<u>Cannabis or Hemp Industrial Business</u>	<u>NP</u>	<u>C^b</u>	<u>P^c</u>	<u>P^c</u>	<u>P^c</u>	<u>Y</u>
<u>Cannabis Combination Business</u>	<u>NP</u>	<u>C^b</u>	<u>C^b</u>	<u>C^b</u>	<u>P^d</u>	<u>Y</u>
Accessory Uses						
<u>Cannabis Lounge</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	
a. See Section 1011.12.E.13 for standards pertaining to limited warehousing and distribution. b. See Section 1009.02.D.40 for specific criteria pertaining to conditional uses. c. See Section 1011.12.E.14 for standards pertaining to limited production and processing. d. See Section 1011.12.E.15 for standards pertaining to limited production and processing.						

SECTION 3: Title 10, Section 1006.03 (i.e. table of allowed uses) of the Roseville City Code is amended to add the following uses and footnotes to read as follows:

1006.03 TABLE OF ALLOWED USES.

Table 1006-1	E-1	E-2	I	Standards
Manufacturing, Research, and Wholesale uses				
<u>Cannabis or Hemp Retailer</u>	<u>Pa</u>	<u>Pa</u>	<u>NP</u>	<u>Y</u>
<u>Cannabis Delivery/Transportation Business</u>	<u>P^b/C^c</u>	<u>P^b/C^c</u>	<u>P</u>	<u>Y</u>
<u>Cannabis or Hemp Industrial Business</u>	<u>P^d</u>	<u>P^d</u>	<u>P</u>	<u>Y</u>
<u>Cannabis Combination Business</u>	<u>P^e</u>	<u>P^e</u>	<u>P^f</u>	<u>Y</u>
<u>Cannabis Cultivator Business</u>	<u>NP</u>	<u>NP</u>	<u>C^g</u>	
Accessory Uses				

Cannabis Lounge	<u>P</u>	<u>P</u>	<u>NP</u>	
a. See Section 1011.12.F.11 for standards pertaining to retail in Employment Districts. b. See Section 1011.12.F.12 for standards pertaining to limited warehousing and distribution. c. See Section 1009.02.D.41 for specific criteria pertaining to conditional uses. d. See Section 1011.12.F.13 for standards pertaining to limited production and processing. e. See Section 1011.12.F.14 for standards pertaining to limited production and processing and retail in Employment Districts. f. The retail component of a cannabis combination business is not permitted in the I zoning district. g. See Section 1009.02.D.40 for specific criteria pertaining to conditional uses.				

SECTION 4: Title 10, Section 1009.02.D (i.e., additional specific standards and criteria for reviewing conditional uses) of the Roseville City Code is amended to add paragraphs #40 and #41 to read as follows:

40. Cannabis Cultivation Business, Cannabis or Hemp Industrial Business, Cannabis Combination Business: An Odor Mitigation Plan shall be submitted that outlines all odor emitting aspects of the business and mitigations to be implemented to ensure compliance with Section 1011.02.C.4 of this Title, ensuring odor is not readily detectable beyond the boundaries of the immediate site upon establishment of the business and for the full duration of the business.

41. Cannabis Delivery/Transportation Business: These shall be regulated consistent with Limited Warehousing and Distribution uses, such that uses utilizing 9 or greater pick-up, cargo, and/or cube variety fleet delivery/distribution trucks require approval as a conditional use. There are no specific standards for this use.

SECTION 5: Title 10, Section 1011.12.E (i.e., additional standards for specific business and commercial uses in all districts) of the Roseville City Code is amended to add paragraphs #13, #14, and #15 to read as follows:

13. Cannabis Delivery/Transportation Business: Where a licensed cannabis delivery/transportation business is located in a Mixed Use zoning district, the scale of such business shall conform to the definition of a Limited Warehousing/Distribution use in Section 1001.10 of this Title.

14. Cannabis or Hemp Industrial Business: Where a licensed cannabis or hemp industrial business is located in a Mixed Use zoning district, the scale of such business shall conform to the definition of a Limited Production/Processing use in Section 1001.10 of this Title.

15. Cannabis Combination Business: Where a licensed cannabis combination business is located in a Mixed Use zoning district, the scale of cultivation and

69 manufacturing elements of such business shall conform to the definition of a
70 Limited Production/Processing use in Section 1001.10 of this Title.

71 SECTION 6: Title 10, Section 1011.12.F (i.e., additional standards for
72 specific employment uses in all districts) of the Roseville City Code is
73 amended to add paragraphs #11, #12, #13, and #14 to read as follows:

74 11. Cannabis or Hemp Retailer: Where a licensed cannabis or hemp retailer is
75 located in an E-1 or E-2 zoning district, such business shall be subject to the
76 limitation established in Section 1011.12.F.2 of this Title.

77 12. Cannabis Delivery/Transportation Business: Where a licensed cannabis
78 delivery/transportation business is located in an E-1 or E-2 zoning district, the
79 scale of such business shall conform to the definition of a Limited
80 Warehousing/Distribution use in Section 1001.10 of this Title.

81 13. Cannabis or Hemp Industrial Business: Where a licensed cannabis or hemp
82 industrial business is located in an E-1 or E-2 zoning district, the scale of
83 manufacturing elements of such business shall conform to the definition of a
84 Limited Production/Processing use in Section 1001.10 of this Title. Further, a
85 wholesale element of such business shall be subject to the limitation established in
86 Section 1011.12.F.5 of this Title.

87 14. Cannabis Combination Business: Where a licensed cannabis combination
88 business is located in an E-1 or E-2 zoning district, the scale of cultivation and
89 manufacturing elements of such business shall conform to the definition of a
90 Limited Production/Processing use in Section 1001.10 of this Title. Further, the
91 retail element of such business shall be subject to the limitation established in
92 Section 1011.12.F.2 of this Title.

93 SECTION 7: Effective date. This ordinance shall take effect on January 1,
94 2025, following its passage and publication.

95 Passed by the City Council of the City of Roseville this 25th day of November
96 2024.

ATTACHMENT 1

Ordinance –Amending Title 10 Chapters 1001, 1005, 1006, 1009, and 1011 of the Roseville City Code to incorporate cannabis and hemp uses

(SEAL)

CITY OF ROSEVILLE

BY: _____
Daniel J. Roe, Mayor

ATTEST:

Patrick Trudgeon, City Manager

City of Roseville
ORDINANCE NO. [REDACTED]

AN ORDINANCE AMENDING

TITLE 3, CHAPTER 318

**AN ORDINANCE ESTABLISHING TITLE 3, CHAPTER 318 TO PROVIDE FOR
REGISTRATION OF CANNABIS AND HEMP BUSINESSES AND RELATED
REGULATIONS**

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1: Title 3, Chapter 318 of the Roseville City Code is established to read as follows:

CHAPTER 318

CANNABIS AND HEMP BUSINESS REGULATIONS

SECTION:

318.01	Purpose and Findings
318.02	Definitions
318.03	Pre-License Certification of Cannabis Businesses
318.04	Registration of Retailers
318.05	Cannabis Retailer Registration Limits
318.06	Processing Registration
318.07	Application for Registration
318.08	Preliminary Compliance Check
318.09	Basis for Denial
318.10	Issuance of Registration or Renewal
318.11	Registration Nontransferable
318.12	Enforcement
318.13	Penalties
318.14	Cannabis Business Operating Regulations
318.15	Lower-Potency Hemp Retailer Operating Regulations

318.01 PURPOSE AND FINDINGS.

The City of Roseville makes the following legislative findings: The purpose of this ordinance is to protect the public health, safety, welfare in the City by implementing regulations pursuant to Minnesota Statutes, Chapter 342 related to cannabis and hemp businesses within the City. The City finds and concludes that these regulations are appropriate and lawful, that the proposed amendments will promote the community's interest in reasonable stability in the development

and redevelopment of the City for now and in the future, and that the regulations are in the public interest and for the public good.

318.02 DEFINITIONS.

The following words, terms, and phrases, when used in this chapter, shall have the meanings ascribed to them in this chapter, except where the context clearly indicates a different meaning:

APPLICANT means an entity with a license issued by the OCM that is applying for an initial registration or for registration renewal.

THE ACT means Minnesota Statutes, Chapter 342, as is may be amended from time to time.

CANNABIS BUSINESS shall have the definition in Minnesota Statutes Section 342.01.

CANNABIS RETAILER means every retail cannabis business that is licensed under the Act and required to register with the City under Minnesota Statutes, Section 342.22.

HEMP BUSINESS shall have the definition in Minnesota Statutes Section 342.01.

LOWER-POTENCY HEMP RETAILER means every lower-potency hemp edible retail business that is licensed under the Act and required to register with the City under Minnesota Statutes, Section 342.22.

MEDICAL CANNABIS COMBINATION BUSINESS shall have the definition in Minnesota Statutes Section 342.01.

OCM means the Office of Cannabis Management.

~~PARK FEATURE means an attraction within a public park that is regularly used by minors, including, but certainly not limited to, a playground or athletic field.~~

POTENTIAL LICENSEE means an applicant that has not received a license from the OCM.

RESIDENTIAL TREATMENT FACILITY means any facility licensed or regulated by the Minnesota Department of Human Services that provides 24-hour-a-day care, lodging, or supervision outside a person's home and which also provides chemical dependency or mental health services.

SCHOOL means ~~public school~~ any kindergarten, elementary school, middle school, or secondary school, as defined under by Minnesota Statute Section 120A.05 ~~or a nonpublic school that must meet the reporting requirements under Minnesota Statute Section 120A.24.~~

318.03 PRE-LICENSE CERTIFICATION OF CANNABIS BUSINESSES.

- A. The City Manager, or their designee, is authorized to certify whether a proposed Cannabis Business complies with the City's zoning ordinances, this section 318.03, and,

if applicable, with state fire code and building code. Pre-license certification does not indicate whether the limit on the number of retail registrations has been reached guarantee approval of a future application for registration under this chapter.

- B. Potential licensees are responsible for making all necessary zoning applications prior to the City receiving the request for certification from the OCM. If a potential licensee fails to obtain necessary zoning approvals prior to the City receiving a request for certification, the City will inform the OCM that the potential licensee does not meet zoning and land use laws. If, at the time the City receives a request for zoning certification, there are no further intended alterations to the building where the business is to be conducted, the City will also certify compliance with building and fire code regulations, provided that the potential licensee has obtained inspections prior the City's receipt of a request for certification from the OCM. Building and fire code inspections will be valid for 1 year from completion.
- C. No Cannabis Business may be located within ~~1,000~~100 feet of a school or daycare, or within 500 feet of ~~a licensed day care, park feature, or~~ a residential treatment facility.

318.04 REGISTRATION OF RETAILERS.

Retail Registration Required. Before making retail sales to customers or patients, all Cannabis Retailers and Lower-Potency Hemp Retailers must register with the City. Making retail sales to customers or patients without an active registration is prohibited.

318.05 CANNABIS RETAILER REGISTRATION LIMITS.

- A. Limit on number of Cannabis Retailer registrations:
 - 1. The City will issue one registration per 12,500 residents in the City.
 - 2. The number of registrations available will be calculated by dividing the state demographer's estimate of the City's population by 12,500 and rounding up to the nearest whole number.
 - 3. The City will update the number of registrations available based on the most recent data available from the state demographer on January 1 and June 1 each year.
 - 4. If the number of registrations available in the City decreases for any reason, businesses with current registrations will be allowed to maintain and renew their registrations, but no new registration will be issued.
 - 5. Registrations issued to businesses with a license preapproval will count toward the City's registration limit.

B. The following businesses are not subject to the cap on registration under Paragraph A above:

1. Lower-Potency Hemp Retailer; and
2. Medical cannabis combination businesses.

318.06 PROCESSING REGISTRATION.

Applications for registration will be processed on a first-come, first-served basis based on the City receiving a complete application and payment of all fees. Applications will be considered complete when all materials in Section 318.07, including all required information, are received by the City. An application for, or approval of, a pre-license certification under this chapter is not considered to be an application for registration.

318.07 APPLICATION FOR REGISTRATION.

All applicants for initial registration or renewal registration must submit a registration application or renewal form provided by the City. The form may be amended from time to time by the City Manager, but must include or be accompanied by:

- A. Name of the property owner;
- B. Name and date of birth of the applicant;
- C. Address and parcel ID for the property for which the registration is sought;
- D. Certification that the applicant complies with the requirements of this chapter;
- E. Fee Required. At the time of initial application, and prior to the City's consideration of any renewal application, each Cannabis Retailer must pay, as established in the City's fee schedule, the following fees:
 1. At the time of initial registration:
 - a. An initial registration fee. The initial registration fee will pay for the costs of registration and the cost of the first year of operation.
 - b. The renewal fee for the second year of operation.
 2. At the time of the first annual renewal (prior to the second year of operation), no fee will be due.
 3. At the time of the second annual renewal, and each year thereafter, the renewal fee must be paid prior to the City issuing any renewal registration.
 4. Initial registration fees and renewal registration fees are nonrefundable.

- F. A copy of a valid state license or written notice of OCM license preapproval;

318.08 PRELIMINARY COMPLIANCE CHECK.

Initial Cannabis Retailer or Lower-Potency Hemp Retailer registration shall not be issued unless, prior to opening for operations following approval of an application for initial registration, the applicant has passed a preliminary compliance check conducted by the City to ensure compliance with this chapter and any other regulations established pursuant to Minnesota Statutes, Section 342.13.

318.09 BASIS FOR DENIAL.

The City shall not issue a registration or renewal for any Cannabis Retailer or Lower-Potency Hemp Retailer if any of the following conditions are true:

- A. The applicant has not submitted a complete application.
- B. The applicant does not comply with the requirements of this chapter.
- C. The applicant does not comply with applicable zoning and land use regulations.
- D. If applicable, the applicant is found to not comply with the requirements of the Act, this chapter, the building code, or the fire code at the preliminary compliance check.
- E. The applicant is not current on all property taxes and assessments at the location where the retail establishment is located.
- F. If applicable, the maximum number of registrations, pursuant to Section 318.05 have been issued by the City.
- G. The applicant does not have a valid license from the OCM.

318.10 ISSUANCE OF REGISTRATION OR RENEWAL.

The City shall issue the registration or renewal if the applicant meets the requirements of this chapter, including that none of the reasons for denial in this chapter are true.

318.11 REGISTRATION NONTRANSFERABLE.

A registration is not transferable to another person, entity, or location.

318.12 ENFORCEMENT

- A. Generally. The City may impose a fine or suspend a registration under this chapter on a finding that the registered business has failed to comply with an applicable statute,

regulation, or ordinance, including a violation of this chapter.

- B. Notice and Right to Hearing. Prior to imposing a fine or suspending any registration under this chapter, the City shall provide the registered business with written notice of the alleged violations and inform the registered business of its right to a hearing on the alleged violation.
 - 1. Notice shall be delivered in person or by regular mail to the address of the registered business and shall inform the registered business of its right to a hearing. The notice will indicate that a response must be submitted within ten (10) days of receipt of the notice, or the right to a hearing will be waived.
 - 2. After receipt of a request for a hearing, the registered business will be given an opportunity for a hearing before the City's Hearing Officer, as defined in Roseville City Code Section 102.01, before final action to fine or suspend a registration. The Hearing Officer shall give due regard to the frequency and seriousness of the violations, the ease with which such violations could have been cured or avoided and good faith efforts to comply and shall issue a decision to fine or suspend the registration only upon written findings. Within 10 days of the Hearing Officer's order, the decision may be appealed to the City Council.
 - 3. If no request for a hearing is received within ten (10) days following the service of the notice, the matter shall be submitted to the City Council for imposition of the fine or suspension.
- C. Emergency. If, in the discretion of the City, a registered business poses an imminent threat to the health or safety of the public, the City may immediately suspend the registration and provide notice of the right to hold a subsequent hearing as prescribed in Paragraph B above.
- D. Reinstatement. The City may reinstate a registration if it determines that the violations have been resolved. The City shall reinstate the registration if the OCM determines the violations have been resolved.
- E. Automatic Revocation. Any revocation of a license issued by the OCM related to a registration under this chapter, shall result in automatic revocation of that registration under this chapter.
- F. All enforcement actions under this chapter will be reported to the OCM.

318.13 PENALTIES.

- A. Misdemeanor: Any person who violates this chapter is guilty of a misdemeanor and, upon conviction, is subject to a fine and imprisonment as prescribed by state law. Each day each violation continues or exists, constitutes a separate offense.

- B. Administrative fine: Any person who violates this chapter is subject to administrative fines in an amount set in the City's fee schedule. Each day any violation continues or exists constitutes a separate offense.
- C. Violation of this chapter shall be grounds for enforcement against any business license issued by the City of Roseville.

318.14 CANNABIS RETAILER OPERATING REGULATIONS

- A. Compliance Checks. The City shall complete, at a minimum, one compliance check per calendar year of every registered business to assess if the business meets age verification requirements, as required under Minnesota Statute Section 342.22 Subd. 4(b) and this ordinance. Any failures under this section are a basis for enforcement action and must be reported to the OCM.
- B. Hours of Operation. Cannabis businesses are limited to retail sale of cannabis, cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products to between the hours of 8:00 a.m. and 10:00 p.m. Monday through Saturday, and 10:00 a.m. and 9:00 p.m. on Sunday.
- C. Display of License and Registration. All licenses and registrations must be posted and displayed in plain view of the general public on the premises.
- D. Advertising. Signage is subject to the City's sign code, Roseville City Code Chapter 1010, with the addition of the following: cannabis businesses are permitted to erect up to two fixed signs on the exterior of the building or property of the business.

318.15 LOWER-POTENCY HEMP RETAILER OPERATING REGULATIONS

- A. Compliance Checks. The City shall complete, at a minimum, one compliance check per calendar year of every registered business to assess if the business meets age verification requirements, as required under Minnesota Statute Section 342.22 Subd. 4(b) and this ordinance. Any failures under this section are a basis for enforcement action and must be reported to the OCM.
- B. Display of License and Registration. All licenses and registrations must be posted and displayed in plain view of the general public on the premises.
- C. Advertising. Signage is subject to the City's sign code, Roseville City Code Chapter 1010.

SECTION 2: Effective date. This ordinance shall take effect on January 1, 2025, following its passage and publication.

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

Signatures as follows on separate page:

Ordinance – Title of Ordinance -

(SEAL)

CITY OF ROSEVILLE

BY: _____
Daniel J. Roe, Mayor

ATTEST:

Patrick Trudgeon, City Manager

City of Roseville
ORDINANCE NO. [REDACTED]

AN ORDINANCE AMENDING

TITLE 3, CHAPTER 318

AN ORDINANCE ESTABLISHING TITLE 3, CHAPTER 318 TO PROVIDE FOR
REGISTRATION OF CANNABIS AND HEMP BUSINESSES AND RELATED
REGULATIONS

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1: Title 3, Chapter 318 of the Roseville City Code is established to
read as follows:

CHAPTER 318

CANNABIS AND HEMP BUSINESS REGULATIONS

SECTION:

- 318.01 Purpose and Findings
- 318.02 Definitions
- 318.03 Pre-License Certification of Cannabis Businesses
- 318.04 Registration of Retailers
- 318.05 Cannabis Retailer Registration Limits
- 318.06 Processing Registration
- 318.07 Application for Registration
- 318.08 Preliminary Compliance Check
- 318.09 Basis for Denial
- 318.10 Issuance of Registration or Renewal
- 318.11 Registration Nontransferable
- 318.12 Enforcement
- 318.13 Penalties
- 318.14 Cannabis Business Operating Regulations
- 318.15 Lower-Potency Hemp Retailer Operating Regulations

318.01 PURPOSE AND FINDINGS.

The City of Roseville makes the following legislative findings: The purpose of this ordinance is to protect the public health, safety, welfare in the City by implementing regulations pursuant to Minnesota Statutes, Chapter 342 related to cannabis and hemp businesses within the City. The City finds and concludes that these regulations are appropriate and lawful, that the proposed amendments will promote the community's interest in reasonable stability in the development and redevelopment of the City for now

and in the future, and that the regulations are in the public interest and for the public good.

318.02 DEFINITIONS.

The following words, terms, and phrases, when used in this chapter, shall have the meanings ascribed to them in this chapter, except where the context clearly indicates a different meaning:

APPLICANT means an entity with a license issued by the OCM that is applying for an initial registration or for registration renewal.

THE ACT means Minnesota Statutes, Chapter 342, as is may be amended from time to time.

CANNABIS BUSINESS shall have the definition in Minnesota Statutes Section 342.01.

CANNABIS RETAILER means every retail cannabis business that is licensed under the Act and required to register with the City under Minnesota Statutes, Section 342.22.

HEMP BUSINESS shall have the definition in Minnesota Statutes Section 342.01.

LOWER-POTENCY HEMP RETAILER means every lower-potency hemp edible retail business that is licensed under the Act and required to register with the City under Minnesota Statutes, Section 342.22.

MEDICAL CANNABIS COMBINATION BUSINESS shall have the definition in Minnesota Statutes Section 342.01.

OCM means the Office of Cannabis Management.

POTENTIAL LICENSEE means an applicant that has not received a license from the OCM.

RESIDENTIAL TREATMENT FACILITY means any facility licensed or regulated by the Minnesota Department of Human Services that provides 24-hour-a-day care, lodging, or supervision outside a person's home and which also provides chemical dependency or mental health services.

SCHOOL means any kindergarten, elementary school, middle school, or secondary school, as defined by Minnesota Statute Section 120A.05.

318.03 PRE-LICENSE CERTIFICATION OF CANNABIS BUSINESSES.

A. The City Manager, or their designee, is authorized to certify whether a proposed Cannabis Business complies with the City's zoning ordinances, this section

318.03, and, if applicable, with state fire code and building code. Pre-license certification does not indicate whether the limit on the number of retail registrations has been reached guarantee approval of a future application for registration under this chapter.

- B. Potential licensees are responsible for making all necessary zoning applications prior to the City receiving the request for certification from the OCM. If a potential licensee fails to obtain necessary zoning approvals prior to the City receiving a request for certification, the City will inform the OCM that the potential licensee does not meet zoning and land use laws. If, at the time the City receives a request for zoning certification, there are no further intended alterations to the building where the business is to be conducted, the City will also certify compliance with building and fire code regulations, provided that the potential licensee has obtained inspections prior the City's receipt of a request for certification from the OCM. Building and fire code inspections will be valid for 1 year from completion.
- C. No Cannabis Business may be located within 100 feet of a school or daycare, or within 500 feet of a residential treatment facility.

318.04 REGISTRATION OF RETAILERS.

Retail Registration Required. Before making retail sales to customers or patients, all Cannabis Retailers and Lower-Potency Hemp Retailers must register with the City. Making retail sales to customers or patients without an active registration is prohibited.

318.05 CANNABIS RETAILER REGISTRATION LIMITS.

- A. Limit on number of Cannabis Retailer registrations:
 - 1. The City will issue one registration per 12,500 residents in the City.
 - 2. The number of registrations available will be calculated by dividing the state demographer's estimate of the City's population by 12,500 and rounding up to the nearest whole number.
 - 3. The City will update the number of registrations available based on the most recent data available from the state demographer on January 1 and June 1 each year.
 - 4. If the number of registrations available in the City decreases for any reason, businesses with current registrations will be allowed to maintain and renew their registrations, but no new registration will be issued.
 - 5. Registrations issued to businesses with a license preapproval will count toward the City's registration limit.

B. The following businesses are not subject to the cap on registration under Paragraph A above:

1. Lower-Potency Hemp Retailer; and
2. Medical cannabis combination businesses.

318.06 PROCESSING REGISTRATION.

Applications for registration will be processed on a first-come, first-served basis based on the City receiving a complete application and payment of all fees. Applications will be considered complete when all materials in Section 318.07, including all required information, are received by the City. An application for, or approval of, a pre-license certification under this chapter is not considered to be an application for registration.

318.07 APPLICATION FOR REGISTRATION.

All applicants for initial registration or renewal registration must submit a registration application or renewal form provided by the City. The form may be amended from time to time by the City Manager, but must include or be accompanied by:

- A. Name of the property owner;
- B. Name and date of birth of the applicant;
- C. Address and parcel ID for the property for which the registration is sought;
- D. Certification that the applicant complies with the requirements of this chapter;
- E. Fee Required. At the time of initial application, and prior to the City's consideration of any renewal application, each Cannabis Retailer must pay, as established in the City's fee schedule, the following fees:
 1. At the time of initial registration:
 - a. An initial registration fee. The initial registration fee will pay for the costs of registration and the cost of the first year of operation.
 - b. The renewal fee for the second year of operation.
 2. At the time of the first annual renewal (prior to the second year of operation), no fee will be due.
 3. At the time of the second annual renewal, and each year thereafter, the renewal fee must be paid prior to the City issuing any renewal registration.

4. Initial registration fees and renewal registration fees are nonrefundable.
- F. A copy of a valid state license or written notice of OCM license preapproval;

318.08 PRELIMINARY COMPLIANCE CHECK.

Initial Cannabis Retailer or Lower-Potency Hemp Retailer registration shall not be issued unless, prior to opening for operations following approval of an application for initial registration, the applicant has passed a preliminary compliance check conducted by the City to ensure compliance with this chapter and any other regulations established pursuant to Minnesota Statutes, Section 342.13.

318.09 BASIS FOR DENIAL.

The City shall not issue a registration or renewal for any Cannabis Retailer or Lower-Potency Hemp Retailer if any of the following conditions are true:

- A. The applicant has not submitted a complete application.
- B. The applicant does not comply with the requirements of this chapter.
- C. The applicant does not comply with applicable zoning and land use regulations.
- D. If applicable, the applicant is found to not comply with the requirements of the Act, this chapter, the building code, or the fire code at the preliminary compliance check.
- E. The applicant is not current on all property taxes and assessments at the location where the retail establishment is located.
- F. If applicable, the maximum number of registrations, pursuant to Section 318.05 have been issued by the City.
- G. The applicant does not have a valid license from the OCM.

318.10 ISSUANCE OF REGISTRATION OR RENEWAL.

The City shall issue the registration or renewal if the applicant meets the requirements of this chapter, including that none of the reasons for denial in this chapter are true.

318.11 REGISTRATION NONTRANSFERABLE.

A registration is not transferable to another person, entity, or location.

318.12 ENFORCEMENT

- A. Generally. The City may impose a fine or suspend a registration under this chapter on a finding that the registered business has failed to comply with an applicable statute, regulation, or ordinance, including a violation of this chapter.
- B. Notice and Right to Hearing. Prior to imposing a fine or suspending any registration under this chapter, the City shall provide the registered business with written notice of the alleged violations and inform the registered business of its right to a hearing on the alleged violation.
 1. Notice shall be delivered in person or by regular mail to the address of the registered business and shall inform the registered business of its right to a hearing. The notice will indicate that a response must be submitted within ten (10) days of receipt of the notice, or the right to a hearing will be waived.
 2. After receipt of a request for a hearing, the registered business will be given an opportunity for a hearing before the City's Hearing Officer, as defined in Roseville City Code Section 102.01, before final action to fine or suspend a registration. The Hearing Officer shall give due regard to the frequency and seriousness of the violations, the ease with which such violations could have been cured or avoided and good faith efforts to comply and shall issue a decision to fine or suspend the registration only upon written findings. Within 10 days of the Hearing Officer's order, the decision may be appealed to the City Council.
 3. If no request for a hearing is received within ten (10) days following the service of the notice, the matter shall be submitted to the City Council for imposition of the fine or suspension.
- C. Emergency. If, in the discretion of the City, a registered business poses an imminent threat to the health or safety of the public, the City may immediately suspend the registration and provide notice of the right to hold a subsequent hearing as prescribed in Paragraph B above.
- D. Reinstatement. The City may reinstate a registration if it determines that the violations have been resolved. The City shall reinstate the registration if the OCM determines the violations have been resolved.
- E. Automatic Revocation. Any revocation of a license issued by the OCM related to a registration under this chapter, shall result in automatic revocation of that registration under this chapter.
- F. All enforcement actions under this chapter will be reported to the OCM.

318.13 PENALTIES.

- A. Misdemeanor: Any person who violates this chapter is guilty of a misdemeanor and, upon conviction, is subject to a fine and imprisonment as prescribed by state law. Each day each violation continues or exists, constitutes a separate offense.
- B. Administrative fine: Any person who violates this chapter is subject to administrative fines in an amount set in the City's fee schedule. Each day any violation continues or exists constitutes a separate offense.
- C. Violation of this chapter shall be grounds for enforcement against any business license issued by the City of Roseville.

318.14 CANNABIS RETAILER OPERATING REGULATIONS

- A. Compliance Checks. The City shall complete, at a minimum, one compliance check per calendar year of every registered business to assess if the business meets age verification requirements, as required under Minnesota Statute Section 342.22 Subd. 4(b) and this ordinance. Any failures under this section are a basis for enforcement action and must be reported to the OCM.
- B. Hours of Operation. Cannabis businesses are limited to retail sale of cannabis, cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products to between the hours of 8:00 a.m. and 10:00 p.m. Monday through Saturday, and 10:00 a.m. and 9:00 p.m. on Sunday.
- C. Display of License and Registration. All licenses and registrations must be posted and displayed in plain view of the general public on the premises.
- D. Advertising. Signage is subject to the City's sign code, Roseville City Code Chapter 1010, with the addition of the following: cannabis businesses are permitted to erect up to two fixed signs on the exterior of the building or property of the business.

318.15 LOWER-POTENCY HEMP RETAILER OPERATING REGULATIONS

- A. Compliance Checks. The City shall complete, at a minimum, one compliance check per calendar year of every registered business to assess if the business meets age verification requirements, as required under Minnesota Statute Section 342.22 Subd. 4(b) and this ordinance. Any failures under this section are a basis for enforcement action and must be reported to the OCM.
- B. Display of License and Registration. All licenses and registrations must be posted and displayed in plain view of the general public on the premises.
- C. Advertising. Signage is subject to the City's sign code, Roseville City Code Chapter 1010.

ATTACHMENT 3

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SECTION 2: Effective date. This ordinance shall take effect on January 1, 2025,
following its passage and publication.

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

Signatures as follows on separate page:

Ordinance – Title of Ordinance -

(SEAL)

CITY OF ROSEVILLE

BY: _____
Daniel J. Roe, Mayor

ATTEST:

Patrick Trudgeon, City Manager

**City of Roseville
ORDINANCE NO.**

AN ORDINANCE AMENDING

TITLE 3, CHAPTER 319

**AN ORDINANCE ESTABLISHING TITLE 3 CHAPTER 319 TO REGULATE
TEMPORARY CANNABIS EVENTS**

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1: Title 3, Chapter 319 of the Roseville City Code is established to read as follows:

CHAPTER 319

TEMPORARY CANNABIS EVENT REGULATIONS

SECTION:

319.01	Purpose and Findings
319.02	Definitions
319.03	Temporary Cannabis Event, Permit Required
319.04	Permit Application
319.05	Permit Application Review
319.06	Fees for Special Services
319.07	Indemnification and Insurance
319.08	Temporary Cannabis Event Regulations
319.09	Enforcement

319.01 PURPOSE AND FINDINGS.

The City of Roseville makes the following legislative findings: The purpose of this ordinance is to protect the public health, safety, welfare in the City by implementing regulations pursuant to Minnesota Statutes, Chapter 342 related to temporary cannabis events within the City. The City finds and concludes that these regulations are appropriate and lawful, that the proposed amendments will promote the community's interest in reasonable stability in the development and redevelopment of the City for now and in the future, and that the regulations are in the public interest and for the public good.

319.02 DEFINITIONS.

CANNABINOID PRODUCT. A cannabis product, a hemp derived consumer product, or a lower-potency hemp edible as defined in Minnesota Statute Section 342.01.

~~PARK FEATURE. An attraction within a public park that is regularly used by minors, including, but certainly not limited to, a playground or athletic field.~~

RESIDENTIAL TREATMENT FACILITY. Any facility licensed or regulated by the Minnesota Department of Human Services that provides 24-hour-a-day care, lodging, or supervision outside a person's home and which also provides chemical dependency or mental health services.

~~SCHOOL. Any kindergarten, elementary school, middle school, or secondary school, as defined by public school as defined under Minnesota Statute Section 120A.05 or a nonpublic school that must meet the reporting requirements under Minnesota Statute Section 120A.24.~~

[Note: the above terms are only needed if the City wants to require buffers between these uses and Temporary Cannabis Events.]

SPECIAL SERVICES. The exclusive allocation of city resources, including, but not limited to, city personnel, equipment, rights-of-way, property or facilities for use in conjunction with a specific event or activity, as requested by the host or sponsor of the event, or as requested by or on behalf of any person attending the event, or deemed necessary by city staff in order to maintain public safety. Special Services shall include, but not be limited to, any of the following: street closures; requiring police officers to stop or reroute traffic; special police protection; stationing emergency vehicles at or in the immediate vicinity of the event; exclusive use of city streets or property as a staging area or for event parking; additional street cleaning and garbage removal services; special signage, such as temporary no parking signs; the use of any city building, equipment or other property for any purpose other than the normal operations of the facilities; or the City otherwise providing exclusive services.

TEMPORARY CANNABIS EVENT. A special event, held on public or private property, hosted by an individual or an organization holding a Temporary Cannabis Event Organizer license issued under Minnesota Statute Section 342.39.

TEMPORARY CANNABIS EVENT ORGANIZER. An individual or an organization licensed by the State of Minnesota to hold a Temporary Cannabis Event, as described in Minnesota Statute Sections 342.39 and 342.40.

319.03 TEMPORARY CANNABIS EVENT, PERMIT REQUIRED.

Any person or organization desiring to hold a Temporary Cannabis Event in the City must first obtain a Temporary Cannabis Event Permit.

319.04 PERMIT APPLICATION.

- 92 A. Form. Any person or organization desiring to hold a Temporary Cannabis Event must
93 apply for a permit using the application provided. Incomplete applications will be
94 returned to the applicant with details on how to make the application complete. In
95 addition to other relevant information, the application must contain the following:
96
- 97 1. Applicant name, address, phone number;
98
 - 99 2. Address of proposed Temporary Cannabis Event;
100
 - 101 3. Name of property owner, if different from applicant, and signature of property
102 owner authorizing use of property for the Temporary Cannabis Event;
103
 - 104 4. A copy of the application for a Temporary Cannabis Event Organizer license
105 submitted to the Office of Cannabis Management under, and meeting the
106 requirements of, Minnesota Statute Section 342.39, subd. 2;
107
 - 108 5. A diagram of the Temporary Cannabis Event showing:
109
 - 110 a. Location and description of sanitary facilities meeting federal and state
111 requirements;
112
 - 113 b. Location and description of solid waste disposal facilities meeting state and
114 local regulations;
115
 - 116 c. Location and description of mobile food vending to be offered at the
117 Temporary Cannabis Event; proof of license and permit for vending must be
118 submitted at least seven days prior the event and kept on site for immediate
119 inspection.
120
 - 121 6. Security: In addition to meeting the requirements of Minnesota Statute Section
122 342.40, subd. 3, the City may require the applicant employ, at their own expense,
123 additional security personnel necessary to protect maximum number of persons
124 permitted to attend the event and to preserve order in and around event site as
125 determined by the City. No permit shall be issued unless the City police and fire
126 departments have approved the security plan.
127
 - 128 7. Emergency Plan: Applicant shall provide the City with an emergency plan that
129 details procedures for managing or responding to emergencies as required by the
130 Minnesota State Fire Code. In addition, for events where there is a possibility for
131 more than 1,000 people to congregate, the applicant shall provide trained crowd
132 managers. The minimum number of crowd managers shall be established at a
133 ratio of one crowd manager to every 250 persons. Where approved by the fire
134 code official, the ratio of crowd managers may be permitted to be reduced only
135 where the facility is fully equipped with an approved automatic sprinkler system
136 or based upon the nature of the event. The emergency plan and amount of crowd
137 managers must be approved by the fire department.

- 138
- 139 8. Parking and Traffic Plan: The City may require the applicant to submit a parking
- 140 and traffic plan, and provide, install, and remove all traffic control equipment if
- 141 necessary. Applicant is required to pay all costs for traffic control measures and
- 142 traffic control personnel.
- 143
- 144 9. A description of any Special sServices, city personnel, city equipment and city
- 145 property which the applicant requests the City to provide, including the
- 146 applicant's estimate of the number and type needed, and the basis on which the
- 147 estimate is made. Notwithstanding the foregoing, the City retains sole discretion
- 148 to determine the number and type of Special sServices required for the event.
- 149
- 150 10. Whether the Temporary Cannabis Event intends to permit on-site consumption.
- 151
- 152 11. If the applicant proposes to use sound amplification or a public address system
- 153 ~~will be used~~ or if there will be any playing of any music or musical instruments,
- 154 the identity of the designated individual responsible for monitoring sound levels
- 155 and the name and contact information for a person on-site during the event that
- 156 will be able to respond to noise complaints.
- 157
- 158 B. Time for filing. A Temporary Cannabis Event permit application must be filed with
- 159 the City at least 30 days in advance of the date in which the Temporary Cannabis
- 160 Event is to occur.
- 161
- 162 C. Permit fee. An applicant for a Temporary Cannabis Event permit must pay a
- 163 nonrefundable permit fee in the amount established by the City's fee ordinance.
- 164

165 **319.05 PERMIT APPLICATION REVIEW.**

166

- 167 A. Special Services. The City shall determine whether Special Services may be
- 168 necessary, and the cost for such Special Services.
- 169
- 170 B. Review. When a Temporary Cannabis Event will not require any Special Services,
- 171 the City Manager, or their designee, may review and approve the permit application
- 172 administratively. In cases where a Temporary Cannabis Event requires Special
- 173 Services, the application will be presented to the City Council for review.
- 174
- 175 C. Imposition of Conditions. The City Manager, or their designee, may impose
- 176 reasonable restrictions on the issuance of a Temporary Cannabis Event permit.
- 177
- 178 D. Permit Denial. The City may deny an application for a Temporary Cannabis Event
- 179 permit if it determines from a consideration of the application or other pertinent
- 180 information, that:
- 181
- 182 1. The information contained in the application or supplemental information
- 183 requested from the applicant is false or nonexistent in any material detail;

2. The applicant fails to supplement the application after having been notified by the City of additional information or documents needed;
3. The applicant fails to agree to abide or comply with all of the conditions and terms of the Temporary Cannabis Event permit, including payment of all costs and expenses;
4. The Temporary Cannabis Event would substantially or unnecessarily interfere with traffic in the City, would interfere with access to the fire station or fire hydrants, or would interfere with access to businesses or residences in the immediate vicinity of the event and there are not sufficient city resources available at the time of the event to mitigate the disruption;
5. The Temporary Cannabis Event is of the size or nature that requires the diversion of so many law enforcement officers to properly police the event, site and contiguous areas that allowing the Temporary Cannabis Event would unreasonably deny law enforcement protection to the remainder of the City and its residents;
6. The proposed date and time of the Temporary Cannabis Event conflicts with a previously scheduled event and there are not available at the time of the proposed Temporary Cannabis Event sufficient city resources to provide services for both events without substantially or unnecessarily interfering with police, fire, water, public works, or other services to the City as a whole;
7. The location of the Temporary Cannabis Event will substantially interfere with any construction or maintenance work scheduled to take place upon or along public property or right-of-way;
8. The Temporary Cannabis Event would likely endanger the public safety or health;
9. The Temporary Cannabis Event would substantially or unnecessarily interfere with police, fire, water, public works, or other services to the City as a whole and there are not available at the time of the proposed event sufficient city resources to mitigate the disruption;
10. The applicant fails to comply with the liability insurance requirements or the applicant's insurance lapses or is canceled; and
11. The applicant has on prior occasions made material misrepresentations regarding the nature and extent of Special Services required for a Temporary Cannabis Event in the City or has violated the terms of a prior Temporary Cannabis Event permit.

- E. Right of Appeal. If the Temporary Cannabis Event permit application has been denied, the applicant may appeal the decision to the City Council. The applicant must provide the City Manager with written notice of appeal within five business days of the date of denial.

319.06 FEES FOR SPECIAL SERVICES.

- A. Special Services Fee ~~Deposit. The applicant must pay the costs of all~~ If any Special Services ~~are to be used during the Temporary Cannabis Event. Such costs will be established in the City's fee schedule. At the discretion of the City Manager, the~~ applicant may be required to pay a Special Services fee deposit based on the estimated costs of the Special Services to be provided at the Temporary Cannabis Event. Such deposit must be paid at least ten business days before the Temporary Cannabis Event. ~~The City Manager shall determine the Special Services fee deposit. It shall be based upon an estimate of Special Services that are necessary as determined by the City's department heads. If no deposit has been made, or in the event that the costs exceed the deposit, the balance owed must be paid within thirty (30) days.~~

~~*[Note: Special event policy: "A cash deposit may be required before the special event occurs based on the anticipated and potential cost to the city."]*~~

- ~~B. User Fee. Upon completion of the Temporary Cannabis Event, the City may prepare a detailed account of all Special Services provided for the Temporary Cannabis Event and in such cases, will set the final user fee using the rates, fees and charges established as provided in this ordinance. The City will then provide the applicant with a copy of the detailed account of the Special Services and an invoice for the user fee, less the fee deposit. The balance of the user fee will then become due and payable immediately upon its receipt.~~

- ~~C. Special Services Rates. The rates charged shall be set by the City's fee ordinance.~~

~~*[Rather than B and C, the city could charge actual costs.]*~~

319.07 INDEMNIFICATION AND INSURANCE.

- A. If the Temporary Cannabis Event requires Special Services, or is to be held on city property, prior to the issuance of a Temporary Cannabis Event permit, the permit applicant and authorizing officer of the sponsoring organization, if any, must sign an agreement to indemnify, defend and hold the City, its officials, employees, and agents harmless from any claim that arises in whole or in part out of the Temporary Cannabis Event, except any claims arising solely out of the negligent acts or omissions of the City, its officials, employees and agents.
- B. Liability Insurance Required. The applicant must possess or obtain liability insurance to protect against loss from liability imposed by law for damages on account of bodily

injury or property damage arising from the Temporary Cannabis Event. A certificate of insurance must be filed with the City prior to issuance of the Temporary Cannabis Event permit. The certificate of insurance must name the City, its officials, employees and agents as additional insureds. Insurance coverage must be maintained for the duration of the Temporary Cannabis Event. Any company hired or working on behalf of the applicant or sponsor must also present the City with a certificate of insurance naming the City, its officials, its employees, and agents as additional insureds.

C. Minimum Limits. Insurance coverage must be a commercial general liability policy. The minimum limits must be at least \$2,000,000 for any single occurrence. If on-site consumption is permitted at the Temporary Cannabis Event, the policy must also include an endorsement for such consumption. The City may require additional endorsements depending upon the type of Temporary Cannabis Event and the proposed activities. The liability policy must include the City as an additional insured.

290 D. Waiver or Reduction of Required Limits. The City may waive or reduce insurance
291 requirements of this section under the following circumstances:

- 293 1. The applicant or officer of the sponsoring organization signs a verified statement
294 that the insurance coverage required by this section is impossible to obtain; or
295
296 2. The City determines that the insurance requirements are in excess of the
297 reasonable risk presented by the proposed Temporary Cannabis Event.

299 **319.08** **TEMPORARY CANNABIS EVENT REGULATIONS.**

301 A. Location Restrictions.

1. May not be held on City-owned property or school property;
2. ~~[OPTIONAL]~~ If held outdoors, may not be held on property within 500 feet of a residential property or a school, residential treatment facility, ~~or park that includes a park feature~~;

309 May ~~be held at any single location mor than~~ not exceed four (4) times in a calendar
310 year. ~~Temporary Cannabis Events in a calendar year;~~
311 3.

~~[Note: special event policy caps time at 3 consecutive days, and limits use of one property to 4 per calendar year.]~~

316 B. A Temporary Cannabis Event may not be held for longer than three (3) consecutive
317 days;

C. ~~[OPTIONAL]~~ Hours Restrictions: Temporary cannabis events shall only be held between the hours of 7:00 a.m. (insert start time) and (insert stop time) 10:00 p.m.;

- 321
- 322 D. On-site consumption of edible cannabinoid products and lower-potency hemp
- 323 products is permitted.
- 324
- 325 E. No person holding a permit for a Temporary Cannabis Event shall allow and no
- 326 participant in a Temporary Cannabis Event shall camp overnight at the location of a
- 327 Temporary Cannabis Event, except for a reasonable number of persons required to
- 328 maintain security.
- 329
- 330 F. No person shall make or cause to be made any distinctly and loudly audible noise that
- 331 unreasonably annoys, disturbs, injures or endangers the comfort, repose, health,
- 332 peace, safety or welfare of any person, or precludes their enjoyment of property or
- 333 affects their property's value. This general prohibition is not limited by the specific
- 334 restrictions contained in City Code, Section 405.02. If amplified music and/or
- 335 speaking is utilized, the following requirements must be met:
- 336
- 337 1. The applicant must have designated a person affiliated with the Temporary
- 338 Cannabis Event that is responsible for monitoring sound levels and has authority
- 339 to ensure that sound does not exceed 80 decibels as measured 50 feet from the
- 340 property line, or 50 feet from the source, whichever is more restrictive.
- 341
- 342 2. The amplified music and/or speaking can only be for a period of four hours or less
- 343 between the hours of 7:00 a.m. – 9:00 p.m. Monday-Friday, and 9:00 a.m. – 9:00
- 344 p.m. on weekends and legal holidays. Amplified speakers are required to be
- 345 positioned in a way to limit noise to the surrounding residential areas.
- 346
- 347 3. The applicant must have provided a name and contact information for a person
- 348 on-site of the event that will be able to respond to noise complaints and ensure
- 349 that noise generated at the site complies with this chapter.
- 350
- 351 G. Smoking and vaping prohibited. No person shall smoke or vape any product,
- 352 including cannabis flower, cannabis products, and lower-potency hemp products, or
- 353 use any cannabis or lower-potency hemp related or electronic delivery devices at a
- 354 temporary cannabis event.
- 355
- 356 H. Cleanup: Applicant shall, at no cost to the City, immediately clean up, remove, and
- 357 dispose of all litter or materials of any kind that is placed or left on the premise
- 358 because of the event, or be charged the hourly rate of the employee for cleanup.
- 359
- 360 I. Notice to Residents: Applicant must provide a 10-day notice to residents within 500
- 361 feet of the event. For events that occur over a course or a route, the applicant shall
- 362 attempt to notify the public. The City will provide the applicant the mailing list. If
- 363 amplified music and/or speaking will be utilized, such notification must include the
- 364 name and contact information of the person on-site during the event that will be able
- 365 to respond to noise complaints.
- 366

- J. All Temporary Cannabis Events must follow all requirements of Minn. Stat. § 342.01, et seq., and all city policies related to special events.

319.09 ENFORCEMENT.

- A. Misdemeanor: Any person who violates this chapter is guilty of a misdemeanor and, upon conviction, is subject to a fine and imprisonment as prescribed by state law. Each day each violation continues or exists, constitutes a separate offense.
- B. Administrative fine: any person who violates this chapter is subject to administrative fines in an amount set in the City fee schedule. Each day each violation continues or exists, constitutes a separate offense.
- C. Violation of any provision of this Chapter shall also be grounds for revocation of the Temporary Cannabis Event Permit, denial of any future application for a Temporary Cannabis Event permit, and action against any City-issued business license held by the Temporary Cannabis Event Organizer.

SECTION 2: Effective date. This ordinance shall take effect on January 1, 2025, following its passage and publication.

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

Signatures as follows on separate page:

Ordinance – *Title of Ordinance* -

(SEAL)

CITY OF ROSEVILLE

BY: _____
Daniel J. Roe, Mayor

ATTEST:

Patrick Trudgeon, City Manager

**City of Roseville
ORDINANCE NO.**

AN ORDINANCE AMENDING

TITLE 3, CHAPTER 319

**AN ORDINANCE ESTABLISHING TITLE 3 CHAPTER 319 TO REGULATE
TEMPORARY CANNABIS EVENTS**

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1: Title 3, Chapter 319 of the Roseville City Code is established to read as follows:

CHAPTER 319

TEMPORARY CANNABIS EVENT REGULATIONS

SECTION:

319.01	Purpose and Findings
319.02	Definitions
319.03	Temporary Cannabis Event, Permit Required
319.04	Permit Application
319.05	Permit Application Review
319.06	Fees for Special Services
319.07	Indemnification and Insurance
319.08	Temporary Cannabis Event Regulations
319.09	Enforcement

319.01 PURPOSE AND FINDINGS.

The City of Roseville makes the following legislative findings: The purpose of this ordinance is to protect the public health, safety, welfare in the City by implementing regulations pursuant to Minnesota Statutes, Chapter 342 related to temporary cannabis events within the City. The City finds and concludes that these regulations are appropriate and lawful, that the proposed amendments will promote the community's interest in reasonable stability in the development and redevelopment of the City for now and in the future, and that the regulations are in the public interest and for the public good.

319.02 DEFINITIONS.

CANNABINOID PRODUCT. A cannabis product, a hemp derived consumer product, or a lower-potency hemp edible as defined in Minnesota Statute Section 342.01.

RESIDENTIAL TREATMENT FACILITY. Any facility licensed or regulated by the Minnesota Department of Human Services that provides 24-hour-a-day care, lodging, or supervision outside a person's home and which also provides chemical dependency or mental health services.

SCHOOL. Any kindergarten, elementary school, middle school, or secondary school, as defined by Minnesota Statute Section 120A.05.

SPECIAL SERVICES. The exclusive allocation of city resources, including, but not limited to, city personnel, equipment, rights-of-way, property or facilities for use in conjunction with a specific event or activity, as requested by the host or sponsor of the event, or as requested by or on behalf of any person attending the event, or deemed necessary by city staff in order to maintain public safety. Special Services shall include, but not be limited to, any of the following: street closures; requiring police officers to stop or reroute traffic; special police protection; stationing emergency vehicles at or in the immediate vicinity of the event; exclusive use of city streets or property as a staging area or for event parking; additional street cleaning and garbage removal services; special signage, such as temporary no parking signs; the use of any city building, equipment or other property for any purpose other than the normal operations of the facilities; or the City otherwise providing exclusive services.

TEMPORARY CANNABIS EVENT. A special event, held on public or private property, hosted by an individual or an organization holding a Temporary Cannabis Event Organizer license issued under Minnesota Statute Section 342.39.

TEMPORARY CANNABIS EVENT ORGANIZER. An individual or an organization licensed by the State of Minnesota to hold a Temporary Cannabis Event, as described in Minnesota Statute Sections 342.39 and 342.40.

319.03 TEMPORARY CANNABIS EVENT, PERMIT REQUIRED.

Any person or organization desiring to hold a Temporary Cannabis Event in the City must first obtain a Temporary Cannabis Event Permit.

319.04 PERMIT APPLICATION.

A. Form. Any person or organization desiring to hold a Temporary Cannabis Event must apply for a permit using the application provided. Incomplete applications will be returned to the applicant with details on how to make the application complete. In addition to other relevant information, the application must contain the following:

1. Applicant name, address, phone number;
2. Address of proposed Temporary Cannabis Event;

3. Name of property owner, if different from applicant, and signature of property owner authorizing use of property for the Temporary Cannabis Event;
4. A copy of the application for a Temporary Cannabis Event Organizer license submitted to the Office of Cannabis Management under, and meeting the requirements of, Minnesota Statute Section 342.39, subd. 2;
5. A diagram of the Temporary Cannabis Event showing:
 - a. Location and description of sanitary facilities meeting federal and state requirements;
 - b. Location and description of solid waste disposal facilities meeting state and local regulations;
 - c. Location and description of mobile food vending to be offered at the Temporary Cannabis Event; proof of license and permit for vending must be submitted at least seven days prior the event and kept on site for immediate inspection.
6. Security: In addition to meeting the requirements of Minnesota Statute Section 342.40, subd. 3, the City may require the applicant employ, at their own expense, additional security personnel necessary to protect maximum number of persons permitted to attend the event and to preserve order in and around event site as determined by the City. No permit shall be issued unless the City police and fire departments have approved the security plan.
7. Emergency Plan: Applicant shall provide the City with an emergency plan that details procedures for managing or responding to emergencies as required by the Minnesota State Fire Code. In addition, for events where there is a possibility for more than 1,000 people to congregate, the applicant shall provide trained crowd managers. The minimum number of crowd managers shall be established at a ratio of one crowd manager to every 250 persons. Where approved by the fire code official, the ratio of crowd managers may be permitted to be reduced only where the facility is fully equipped with an approved automatic sprinkler system or based upon the nature of the event. The emergency plan and amount of crowd managers must be approved by the fire department.
8. Parking and Traffic Plan: The City may require the applicant to submit a parking and traffic plan, and provide, install, and remove all traffic control equipment if necessary. Applicant is required to pay all costs for traffic control measures and traffic control personnel.
9. A description of any Special Services, city personnel, city equipment and city property which the applicant requests the City to provide, including the applicant's estimate of the number and type needed, and the basis on which the

estimate is made. Notwithstanding the foregoing, the City retains sole discretion to determine the number and type of Special Services required for the event.

10. Whether the Temporary Cannabis Event intends to permit on-site consumption.

11. If the applicant proposes to use sound amplification or a public address system or if there will be any playing of any music or musical instruments, the identity of the designated individual responsible for monitoring sound levels and the name and contact information for a person on-site during the event that will be able to respond to noise complaints.

B. Time for filing. A Temporary Cannabis Event permit application must be filed with the City at least 30 days in advance of the date in which the Temporary Cannabis Event is to occur.

C. Permit fee. An applicant for a Temporary Cannabis Event permit must pay a nonrefundable permit fee in the amount established by the City's fee ordinance.

319.05 PERMIT APPLICATION REVIEW.

A. Special Services. The City shall determine whether Special Services may be necessary, and the cost for such Special Services.

B. Review. When a Temporary Cannabis Event will not require any Special Services, the City Manager, or their designee, may review and approve the permit application administratively. In cases where a Temporary Cannabis Event requires Special Services, the application will be presented to the City Council for review.

C. Imposition of Conditions. The City Manager, or their designee, may impose reasonable restrictions on the issuance of a Temporary Cannabis Event permit.

D. Permit Denial. The City may deny an application for a Temporary Cannabis Event permit if it determines from a consideration of the application or other pertinent information, that:

1. The information contained in the application or supplemental information requested from the applicant is false or nonexistent in any material detail;
2. The applicant fails to supplement the application after having been notified by the City of additional information or documents needed;
3. The applicant fails to agree to abide or comply with all of the conditions and terms of the Temporary Cannabis Event permit, including payment of all costs and expenses;

4. The Temporary Cannabis Event would substantially or unnecessarily interfere with traffic in the City, would interfere with access to the fire station or fire hydrants, or would interfere with access to businesses or residences in the immediate vicinity of the event and there are not sufficient city resources available at the time of the event to mitigate the disruption;
5. The Temporary Cannabis Event is of the size or nature that requires the diversion of so many law enforcement officers to properly police the event, site and contiguous areas that allowing the Temporary Cannabis Event would unreasonably deny law enforcement protection to the remainder of the City and its residents;
6. The proposed date and time of the Temporary Cannabis Event conflicts with a previously scheduled event and there are not available at the time of the proposed Temporary Cannabis Event sufficient city resources to provide services for both events without substantially or unnecessarily interfering with police, fire, water, public works, or other services to the City as a whole;
7. The location of the Temporary Cannabis Event will substantially interfere with any construction or maintenance work scheduled to take place upon or along public property or right-of-way;
8. The Temporary Cannabis Event would likely endanger the public safety or health;
9. The Temporary Cannabis Event would substantially or unnecessarily interfere with police, fire, water, public works, or other services to the City as a whole and there are not available at the time of the proposed event sufficient city resources to mitigate the disruption;
10. The applicant fails to comply with the liability insurance requirements or the applicant's insurance lapses or is canceled; and
11. The applicant has on prior occasions made material misrepresentations regarding the nature and extent of Special Services required for a Temporary Cannabis Event in the City or has violated the terms of a prior Temporary Cannabis Event permit.

E. Right of Appeal. If the Temporary Cannabis Event permit application has been denied, the applicant may appeal the decision to the City Council. The applicant must provide the City Manager with written notice of appeal within five business days of the date of denial.

319.06 FEES FOR SPECIAL SERVICES.

A. Special Services Fee. The applicant must pay the costs of all Special Services used during the Temporary Cannabis Event. Such costs will be established in the City's fee

schedule. At the discretion of the City Manager, the applicant may be required to pay a Special Services fee deposit based on the estimated costs of the Special Services to be provided at the Temporary Cannabis Event. Such deposit must be paid at least ten business days before the Temporary Cannabis Event. If no deposit has been made, or in the event that the costs exceed the deposit, the balance owed must be paid within thirty (30) days.

319.07 INDEMNIFICATION AND INSURANCE.

- A. If the Temporary Cannabis Event requires Special Services, or is to be held on city property, prior to the issuance of a Temporary Cannabis Event permit, the permit applicant and authorizing officer of the sponsoring organization, if any, must sign an agreement to indemnify, defend and hold the City, its officials, employees, and agents harmless from any claim that arises in whole or in part out of the Temporary Cannabis Event, except any claims arising solely out of the negligent acts or omissions of the City, its officials, employees and agents.
- B. Liability Insurance Required. The applicant must possess or obtain liability insurance to protect against loss from liability imposed by law for damages on account of bodily injury or property damage arising from the Temporary Cannabis Event. A certificate of insurance must be filed with the City prior to issuance of the Temporary Cannabis Event permit. The certificate of insurance must name the City, its officials, employees and agents as additional insureds. Insurance coverage must be maintained for the duration of the Temporary Cannabis Event. Any company hired or working on behalf of the applicant or sponsor must also present the City with a certificate of insurance naming the City, its officials, its employees, and agents as additional insureds.
- C. Minimum Limits. Insurance coverage must be a commercial general liability policy. The minimum limits must be at least \$2,000,000 for any single occurrence. If on-site consumption is permitted at the Temporary Cannabis Event, the policy must also include an endorsement for such consumption. The City may require additional endorsements depending upon the type of Temporary Cannabis Event and the proposed activities. The liability policy must include the City as an additional insured.
- D. Waiver or Reduction of Required Limits. The City may waive or reduce insurance requirements of this section under the following circumstances:
1. The applicant or officer of the sponsoring organization signs a verified statement that the insurance coverage required by this section is impossible to obtain; or
 2. The City determines that the insurance requirements are in excess of the reasonable risk presented by the proposed Temporary Cannabis Event.

319.08 TEMPORARY CANNABIS EVENT REGULATIONS.

- A. Location Restrictions.

1. May not be held on City-owned property or school property;
 2. If held outdoors, may not be held on property within 500 feet of a residential property or a residential treatment facility;
 3. May be held at any single location more than four (4) times in a calendar year.
- B. A Temporary Cannabis Event may not be held for longer than three (3) consecutive days;
- C. Hours Restrictions: Temporary cannabis events shall only be held between the hours of 7:00 a.m. and 10:00 p.m.
- D. On-site consumption of edible cannabinoid products and lower-potency hemp products is permitted.
- E. No person holding a permit for a Temporary Cannabis Event shall allow and no participant in a Temporary Cannabis Event shall camp overnight at the location of a Temporary Cannabis Event, except for a reasonable number of persons required to maintain security.
- F. No person shall make or cause to be made any distinctly and loudly audible noise that unreasonably annoys, disturbs, injures or endangers the comfort, repose, health, peace, safety or welfare of any person, or precludes their enjoyment of property or affects their property's value. This general prohibition is not limited by the specific restrictions contained in City Code, Section 405.02. If amplified music and/or speaking is utilized, the following requirements must be met:
1. The applicant must have designated a person affiliated with the Temporary Cannabis Event that is responsible for monitoring sound levels and has authority to ensure that sound does not exceed 80 decibels as measured 50 feet from the property line, or 50 feet from the source, whichever is more restrictive.
 2. The amplified music and/or speaking can only be for a period of four hours or less between the hours of 7:00 a.m. – 9:00 p.m. Monday-Friday, and 9:00 a.m. – 9:00 p.m. on weekends and legal holidays. Amplified speakers are required to be positioned in a way to limit noise to the surrounding residential areas.
 3. The applicant must have provided a name and contact information for a person on-site of the event that will be able to respond to noise complaints and ensure that noise generated at the site complies with this chapter.
- G. Smoking and vaping prohibited. No person shall smoke or vape any product, including cannabis flower, cannabis products, and lower-potency hemp products, or

use any cannabis or lower-potency hemp related or electronic delivery devices at a temporary cannabis event.

- H. Cleanup: Applicant shall, at no cost to the City, immediately clean up, remove, and dispose of all litter or materials of any kind that is placed or left on the premise because of the event, or be charged the hourly rate of the employee for cleanup.
- I. Notice to Residents: Applicant must provide a 10-day notice to residents within 500 feet of the event. For events that occur over a course or a route, the applicant shall attempt to notify the public. The City will provide the applicant the mailing list. If amplified music and/or speaking will be utilized, such notification must include the name and contact information of the person on-site during the event that will be able to respond to noise complaints.
- J. All Temporary Cannabis Events must follow all requirements of Minn. Stat. § 342.01, et seq., and all city policies related to special events.

319.09 ENFORCEMENT.

- A. Misdemeanor: Any person who violates this chapter is guilty of a misdemeanor and, upon conviction, is subject to a fine and imprisonment as prescribed by state law. Each day each violation continues or exists, constitutes a separate offense.
- B. Administrative fine: any person who violates this chapter is subject to administrative fines in an amount set in the City fee schedule. Each day each violation continues or exists, constitutes a separate offense.
- C. Violation of any provision of this Chapter shall also be grounds for revocation of the Temporary Cannabis Event Permit, denial of any future application for a Temporary Cannabis Event permit, and action against any City-issued business license held by the Temporary Cannabis Event Organizer.

SECTION 2: Effective date. This ordinance shall take effect on January 1, 2025, following its passage and publication.

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

Signatures as follows on separate page:

Ordinance – *Title of Ordinance* -

(SEAL)

CITY OF ROSEVILLE

BY: _____
Daniel J. Roe, Mayor

ATTEST:

Patrick Trudgeon, City Manager

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the ____ day ____, 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. _____

**RESOLUTION APPROVING PUBLICATION OF AN ORDINANCE SUMMARY
OF ORDINANCE No. _____ CREATING ZONING REGULATIONS FOR CANNABIS
AND HEMP USES**

WHEREAS, the City Council of the City of Roseville, on November 25, 2024, adopted Ordinance No. ____; entitled “AN ORDINANCE AMENDING TITLE 10 CHAPTERS 1001, 1005, 1006, 1009, AND 1011 OF THE ROSEVILLE CITY CODE TO INCORPORATE CANNABIS AND HEMP USES”; and

WHEREAS, Minnesota Statutes, section 412.191, subd. 4, allows publication by title and summary in the case of lengthy ordinances or those containing charts or maps; and

WHEREAS, the City Council has determined that the following summary would clearly inform the public of the intent and effect of the ordinance and where to obtain a copy of the full text.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, Minnesota, hereby approves the following summary language as publication of the Ordinance:

City of Roseville
SUMMARY PUBLICATION
Ordinance No. _____

The following is the official summary of Ordinance No. ____ entitled “AN ORDINANCE AMENDING TITLE 10 CHAPTERS 1001, 1005, 1006, 1009, AND 1011 OF THE ROSEVILLE CITY CODE TO INCORPORATE CANNABIS AND HEMP USES

On November 25, 2024, the City Council of the City of Roseville adopted Ordinance No. ____ amending Title 10 Chapters 1001, 1005, 1006, 1009 and 1011, creating Title 3, Chapters 318 & 319 to Roseville’s City Code in order to regulate cannabis and hemp

related uses, including the following:

- Define relevant terms.
- Establish what zoning districts cannabis and hemp related uses may locate within.
- Establish whether cannabis and hemp related uses are permitted, not permitted, or conditionally permitted uses within designated zoning districts.
- Establish various standards cannabis and hemp uses must adhere to relative to the type of cannabis and hemp use and/or where the uses are located.

BE IT FURTHER RESOLVED by the Roseville City Council that the City Clerk keep a copy of the ordinance at City Hall, 2660 Civic Center Drive, Roseville, MN for public inspection during regular office hours. A copy of the ordinance and summary shall also be posted on the City's website. (www.cityofroseville.com)

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

**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 ____ day ____, 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.

**RESOLUTION APPROVING PUBLICATION OF AN ORDINANCE SUMMARY
OF ORDINANCE No. ____ CREATING REGISTRATION AND OTHER
REGULATIONS FOR CANNABIS AND HEMP USES**

WHEREAS, the City Council of the City of Roseville, on November 25, 2024, adopted Ordinance No. ____ entitled “AN ORDINANCE ESTABLISHING TITLE 3, CHAPTER 318 TO PROVIDE FOR REGISTRATION OF CANNABIS AND HEMP BUSINESSES AND RELATED REGULATIONS” and

WHEREAS, Minnesota Statutes, section 412.191, subd. 4, allows publication by title and summary in the case of lengthy ordinances or those containing charts or maps; and

WHEREAS, the City Council has determined that the following summary would clearly inform the public of the intent and effect of the ordinance and where to obtain a copy of the full text.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, Minnesota, hereby approves the following summary language as publication of the Ordinance:

**City of Roseville
SUMMARY PUBLICATION
Ordinance No.’s ____**

The following is the official summary of Ordinance No. ____ entitled “AN ORDINANCE ESTABLISHING TITLE 3, CHAPTER 318 TO PROVIDE FOR REGISTRATION OF CANNABIS AND HEMP BUSINESSES AND RELATED REGULATIONS”

On November 25, 2024, the City Council of the City of Roseville adopted Ordinance No. ____ creating Title 3 Chapter 318 of the Roseville’s City Code in order to regulate cannabis and hemp, including the following:

- Require a pre-license certification and registration process for cannabis and lower-potency hemp retailers.
- Outline the registration application process, registration limits and compliance check requirements.
- Establish the basis for denial of a retail registration.
- Establish enforcement mechanisms on cannabis and lower-potency hemp registrations.
- Outline penalties for violation of the retail registration requirements.
- Describe cannabis and lower-potency hemp retailer operating regulations.

BE IT FURTHER RESOLVED by the Roseville City Council that the City Clerk keep a copy of the ordinance at City Hall, 2660 Civic Center Drive, Roseville, MN for public inspection during regular office hours. A copy of the ordinance and summary shall also be posted on the City's website. (www.cityofroseville.com)

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

**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 ____ day ____, 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.

**RESOLUTION APPROVING PUBLICATION OF AN ORDINANCE SUMMARY
OF ORDINANCE No. ____ TEMPORARY CANNABIS EVENT REGULATIONS**

WHEREAS, the City Council of the City of Roseville, on November 25, 2024, adopted Ordinance No. ____; entitled “AN ORDINANCE ESTABLISHING TITLE 3 CHAPTER 319 TO REGULATE TEMPORARY CANNABIS EVENTS;” and

WHEREAS, Minnesota Statutes, section 412.191, subd. 4, allows publication by title and summary in the case of lengthy ordinances or those containing charts or maps; and

WHEREAS, the City Council has determined that the following summary would clearly inform the public of the intent and effect of the ordinance and where to obtain a copy of the full text.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, Minnesota, hereby approves the following summary language as publication of the Ordinance:

City of Roseville
SUMMARY PUBLICATION
Ordinance No. ____

The following is the official summary of Ordinance No. ____ entitled “AN ORDINANCE ESTABLISHING TITLE 3 CHAPTER 319 TO REGULATE TEMPORARY CANNABIS EVENTS”

On November 25, 2024, the City Council of the City of Roseville adopted Ordinance No. ____ creating Title 3 Chapter 319 of Roseville’s City Code in order to regulate temporary cannabis events as follows:

- Establish a permit requirement for persons or organization desiring to hold

- a temporary cannabis event.
- Establish permit application requirements for a temporary cannabis event.
- Impose fees for special services that may be required for a temporary cannabis event.
- Establish indemnification and insurance requirements the applicant and/or authorizing officer of the temporary cannabis event must hold.
- Impose regulations for temporary cannabis events, including property prohibited from holding a temporary cannabis event, buffers from other uses and hours restrictions.
- Establish enforcement mechanism for temporary cannabis events.

BE IT FURTHER RESOLVED by the Roseville City Council that the City Clerk keep a copy of the ordinance at City Hall, 2660 Civic Center Drive, Roseville, MN for public inspection during regular office hours. A copy of the ordinance and summary shall also be posted on the City's website. (www.cityofroseville.com)

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

EQUITY & INCLUSION TOOLKIT



To Guide Decision Making on Policies, Programs, Initiatives, and Budget Proposals to Help Build an Equitable and Inclusive Community

Things to know about the toolkit

1. The Equity & Inclusion Toolkit (EIT) is a reflective tool to assist decision makers in evaluating ideas and proposed solutions with a perspective inclusive of equity.
2. The EIT is NOT a test of competence in equity and inclusion, but a tool to help make decisions that are advancing our community aspirations in an equitable and inclusive way.
3. This is a public document. The public should know city leaders are diligent in considering community voices and potential adverse outcomes of decisions.
4. Please seek diverse perspectives on the completion of this document, including your colleagues. The Equity and Inclusion Manager and your Department Head are additional resources that should review this document upon completion.
5. As lessons are learned and/or outcomes are achieved, the EIT is a working document that should be updated.

Equity & Inclusion Toolkit Instructions

This toolkit serves as a guide to developing an equity impact analysis. Through the process of answering questions focused on community and stakeholder impact. Through the process of understanding the outcomes of decisions on the community, you will end with an Equity Impact Analysis or summary of your findings to be included on the Request for Council Action (RCA). The completed toolkit should be attached as supporting documentation for council RCA's. Please forward a copy of the completed toolkit to the city's Equity and Inclusion Manager for review and storing.

Agenda Item Title:

Adult-Use Cannabis Regulations
3 ordinances: 1) zoning, 2) business registration, and 3) events

Brief Description:

The state legislature established Chapter 342 of Minnesota state law, known as the "adult-use cannabis law", during the 2023 legislative session. The regulations were revised during the 2024 legislative session. Since that time, Minnesota's Office of Cannabis Management (OCM) has been established to oversee the implementation and regulation of adult-use cannabis. Per the requirements of state law, and in order to take advantage of the limited local controls provided in the state law, the City should establish applicable local regulations by January 1, 2025 - the date the City's moratorium must end. The OCM has not yet announced when businesses will be able to apply for licenses.

Meeting Dates: 9/4/2024, 9/9/2024, 10/2/2024, 10/21/2024, 11/4/2024, 11/6/2024, 11/25/2024

Meeting Date(s):

Multiple: see description

Prepared by:

Janice Gundlach

Reviewed by:

Antonio Montez

Which of the community aspirations does this request for council action most align with?

- ☐ Foster a strong sense of community through effective and inclusive communication, effective engagement, and collaborative decision-making.
- ☐ A community that is welcoming and inclusive of all people regardless of country of origin, race, ethnicity, gender, sexual preferences, age, physical ability, or socioeconomic standing.
- ☒ A city where all people feel safe and secure and where mutual trust and respect are fostered between the community and their police, fire, and all emergency responders.
- ☒ A community of thriving and diverse neighborhoods with quality housing and businesses that meet the needs of, and provide opportunities for, all people.
- ☐ A community that embraces diversity through multicultural public programming, public gathering spaces, and parks in ways that are suitable for all people regardless of age, ability, or access to information.
- ☐ A community that treasures and preserves natural areas and open space and prioritizes environmental conservation and sustainability.
- ☒ A community that is economically prosperous with a stable and broad tax base, vibrant small businesses, high quality employment opportunities, and a range of retail and entertainment options.
- ☒ A community with a safe, inclusive, and well-connected transportation and infrastructure system that supports the health and well-being of residents, visitors, customers, businesses, and employees regardless of ability, access, cultural background, or socioeconomic standing.

What are the desired outcomes and impacts in the community?

Meet the requirements of state law while enacting local regulations that find balance between unnecessarily strict regulation based on unknown impacts with more thoughtful regulation aimed at mitigating any negative impacts to the general health, safety and welfare of the community and over-consumption of city resources.

Who will benefit from or be burdened by this decision?

The City's role in regulation of adult-use cannabis is limited. While the legalization of adult-use cannabis will benefit and burden many, responses within this toolkit reflect impacts based on decisions the City can control. Based on what the City can control, property owners and businesses are likely to benefit from proposed local regulation given the proposed ordinances (mostly) regulate the business side of the cannabis law.

While the City has limited ability to influence what businesses receive licenses from the state, less sophisticated businesses are likely to be burdened by the process. In an effort to create a more equitable business environment, the state has created a process whereby "social equity" applicants are the first to submit licensing applications, with the intent that those who suffered most from cannabis prohibition will have an opportunity to take advantage of its legalization. Having clear regulations in place by January 1 will provide social equity applicants with clearer direction when considering establishing a business in Roseville.

Whatever local decisions are made, it is anticipated that organizations tasked with enforcing the new law will be burdened by both state and local regulatory decisions, including police and other City staff tasked with implementation of the law. It is also anticipated that the broader public seeking enforcement of certain elements of the law will expect action by the City of Roseville, yet much of the law places enforcement on the state.

What are potential unintended consequences and are there strategies to mitigate any negative consequences?

Potential unintended consequences could emerge surrounding what regulations are, or are not, enacted locally and negative impacts that result from those decisions, including where cannabis-related businesses decide to locate, their proximity and compatibility to surrounding uses, and the demand on city resources.

The City is evaluating three separate ordinances, all impacting the business of cannabis production and retail sale. The type of regulation considered within these draft ordinances is being modeled on how alcohol and tobacco related businesses are regulated within the City. Given the law is new, it is likely both the state legislature and the City will need to amend its regulations as the law is implemented and unintended consequences emerge, especially given the short timeline to enact local regulations. The City should be prepared to amend local regulations if and when appropriate and inform these decisions through engagement with affected parties within the community.

How have we incorporated and/or engaged community perspective into this recommendation?

A webpage has been published and a newsletter article is in process. Opportunities for community engagement on this topic are limited given the timeline between release of the state's recommendations on local regulation (July 2024) and the end of the City's moratorium (January 2025). Additionally, if/when regulations need to be revised, the City should take steps to engage with affected parties within the community when the revisions are not state-mandated and involve influence at the local level.

Equity Impact Analysis (Summary)

In 1-3 paragraphs, how would you summarize the consideration of equity on this recommendation? How does this help us achieve our Community Aspirations? This summary should be included under the Equity Impact Summary of the RCA.

The City of Roseville has a limited role in the regulation of adult-use cannabis. Most of the City's influence stems from its zoning authority, which impacts owners of commercial property and business owners who intend to run a cannabis business. Decisions surrounding where such businesses may locate within the city are based on already established zoning allowances. For example, the manufacturing or retail sales of cannabis are allowed in zoning districts that already allow manufacturing and retail sales of other goods. Proposed regulation, aside from zoning authority, is being informed by existing alcohol and tobacco regulations, which have been established and enforced for decades.

The state will seek zoning compliance certification from the City of Roseville before deciding whether to issue a business license for a cannabis business/use. The State Office of Cannabis Management (OCM) has established a social equity process to help ensure corporations and/or deep-pocketed investors cannot monopolize the business of manufacturing and selling cannabis in Minnesota. The social equity process established by OCM intends for those who have suffered the most from cannabis prohibition will be first in line to benefit from its legalization.

Aside from age-compliance regulation surrounding the retail sale of cannabis, which will be conducted locally, under the law OCM is tasked with general licensing enforcement. It should be recognized that persons/parties will likely seek enforcement from the City of Roseville but will be burdened by the city's lack of standing and referral to OCM, which could result in non-timely response to negative impacts.

The impacts of the legalization of cannabis are not yet known and the City must be prepared to amend its regulations as needed to address mitigations within local control, including engaging with affected parties within the community on those non-state mandated revisions.

Resources

[Census 2020](#) – Publicly available data gathered every 10 years intended to be the leading source of quality data on people and economy.

[American Community Survey](#) – A survey by the U.S. Census Bureau updated annually.

[Google Scholar](#) – Publicly available scholarly literature which may contain relevant data.

Community Feedback – All ways in which the community provides feedback to the city can be used to aide in decision making.

Previous Completed Equity & Inclusion Toolkits

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 7.g.

Department Approval

Janice Gundlach

City Manager Approval

Samuel Truog

Item Description: Consider a request by Clear Channel Outdoor to amend City Code sections 1010.02 *Definitions*, 1010.03.C *Prohibited Signs*, 1010.03.D *Non-Conforming Signs*, and 1010.10 *Dynamic Displays* related to non-conforming billboards

Background

Clear Channel Outdoor MSP (CCO) operates 83 dynamic/digital LED displays in 21 communities throughout the Twin Cities. Roseville currently has five (5) billboards: Dayton Freight at I-35W/Rosegate Drive; County Road D at I-35W (west side); County Road C at Cleveland; Walnut Street (south); and Brown Wilbert. In Roseville, CCO owns and operates four of the existing billboards, all but the billboard on top of the Brown-Wilbert building at 2280 Hamline.

All of the five billboards in Roseville are lawful pre-existing non-conforming and may continue per section 1002.04.A, Nonconformities (definition below). These billboards are considered a prohibited sign under Section 1010.03.C.8, which is why Roseville does not have any new or updated billboards other than the five pre-existing, non-conforming billboards.

A. Any legal nonconformity, including the lawful use or occupation of land or premises existing at the time of the adoption of an additional control under this Title, may be continued, including through repair, replacement, restoration, maintenance, or improvement, but not including expansion.

Recently, a request was received by CCO to convert two pre-existing, non-conforming billboards from the current print faces (static) to dynamic/digital LED displays. This request will require several amendments to Chapter 1010 of the City Code, Sign Regulations. Specifically, CCO is seeking approval to upgrade two of their billboards with dynamic/digital LED displays and architectural columns: (1) Dayton Freight, 2560 Long Lake Road, which is currently a double-face 14 foot by 48-foot printed medium billboard; and (2) County Road C and Cleveland Avenue, which is currently a single-face 12-foot by 24-foot printed medium billboard.

To accomplish these billboard improvements, CCO's request includes several amendments to the Sign Regulations chapter of the City Code. After reviewing CCO's requested amendments, Planning Division staff find several amendments are necessary and/or appropriate, which differ slightly from the language suggested by CCO, yet accomplish the same intent. The Request for Planning Commission Action provided as Attachment 1 details the sign regulation changes requested by CCO, as well as the Planning Division's preferred language revisions. These revisions to the Sign Regulations chapter of the City Code are as follows:

- §1010.02, Definitions: A definition of billboard is necessary. The City Attorney has suggested naming all five billboards within the definition.
- §1010.03.C, Prohibited Signs: New language must be inserted in support of the five existing billboards and their ability to be converted to dynamic displays. New billboards would still be prohibited.

- §1010.03.D, Non-Conforming Signs: New language must be inserted in support of converting the five existing billboards to dynamic/digital displays.
- §1010.10, Dynamic Displays: The duration (change time) is proposed to be reduced from 25 seconds to eight seconds, the maximum illumination would be increased from 5,000 nits to 6,500 nits, and specific standards for billboard conversions to dynamic displays would be established, most notably a requirement to provide the City no less than 20 hours per month for community and public service messages.

Planning Division staff have determined the above noted amendments to the Sign Regulations chapter of the City Code best serve CCO's intent, should the City Council wish to accommodate the request. As outlined in the Request for Planning Commission Action, these changes are generally consistent with how other communities have addressed billboard conversions to dynamic displays. Lastly, the City Attorney has reviewed these language amendments, and her recommendations have been incorporated into the ordinance provided as Attachment 3.

Policy Objectives

The sign ordinance is intended to establish a comprehensive and balanced system of sign controls that accommodates the need for a well-maintained, safe, and attractive community, and the need for effective communications including business identification. It is the intent of the Sign Regulations chapter to promote the health, safety, general welfare, aesthetics, and image of the community by regulating signs that are intended to communicate to the public, and to use signs that meet the City's goals.

Equity Impact Summary

Equity impacts were not evaluated for this report.

Budget Implications

Not Applicable

Staff Recommendations

The duly noticed public hearing for this application was held by the Planning Commission on November 6, 2024. No persons were present or provided testimony.

The Planning Commission asked several questions related to other communities' allowance of dynamic display billboards and the requirement of 20 hours per month of community and public service messages. Matthew Weiland from CCO addressed all questions (draft meeting minutes are provided as Attachment 2). The Planning Commission voted 7-0 to recommend the City Council approve the zoning code text amendments to §1010.02 *Definitions*, §1010.03.C *Prohibited Signs*, §1010.03.D *Non-Conforming Signs*, and §1010.10 *Dynamic Displays* as drafted by Planning Division staff and outlined in the Ordinance provided as Attachment 3.

Requested Council Action

By motion, adopt the ordinance provided as Attachment 3, amending City Code §1010.02 *Definitions*, §1010.03.C *Prohibited Signs*, §1010.03.D *Non-Conforming Signs*, and §1010.10 *Dynamic Displays*.

The ordinance provided as Attachment 3 has met the 10-day posting requirement.

Prepared by: Thomas Paschke, City Planner

Attachments: 1. November 6, 2024 Request for Planning Commission Action
2. November 6, 2024 Planning Commission Meeting Minutes

3. Ordinance
4. 7.g Bench Handout Option 2_Draft Ordinance_billboards
5. 7.g Bench handout_sign code definitions

REQUEST FOR COMMISSION ACTION

Date: **11/6/2024**Item No.: **6.a.**

Department Approval

Agenda Section

Janice Gundlach

Public Hearing

Item Description: PF24-016: A request by Clear Channel Outdoor MSP for a City Code amendment to Title 10, Chapter 1010, *Sign Regulations*, to allow two (2) lawful pre-existing non-conforming off-site billboards to be converted to dynamic/digital (LED) displays, as well as additional modifications to §1010.10 Dynamic Displays in support of changing the duration from 25 seconds to 8 seconds and a modification to the maximum daytime illumination from 5,000 nits to 6,500 nits.

Application Information

Applicant: Clear Channel Outdoor

Location: Multiple

Application Submission: September 23, 2024

City Action Deadline: Extended to January 21, 2025

Zoning: Multiple

Background

The City of Roseville currently has five (5) billboards: 1) Dayton Freight at I-35W/Rosegate Drive, 2) County Road D at I-35W (west side), 3) County Road C at Cleveland, 4) Walnut Street (south), and 5) Brown Wilbert (see Attachment 1). All of these billboards are lawful pre-existing non-conforming and may continue per section 1002.04.A, *Nonconformities* (definition below). Billboards are considered a prohibited sign under Section 1010.03.C.8, which is why Roseville does not have any new or updated billboards beyond the five pre-existing, non-conforming billboards listed herein.

A. Any legal nonconformity, including the lawful use or occupation of land or premises existing at the time of the adoption of an additional control under this Title, may be continued, including through repair, replacement, restoration, maintenance, or improvement, but not including expansion.

Clear Channel Outdoor MSP (herein after CCO) operates 83 dynamic/digital LED faces in 21 Twin Cities communities. In Roseville, CCO owns and operates four (4) of the existing billboards. CCO is seeking approval to upgrade two (2) of their billboards with dynamic/digital LED displays and architectural columns: (1) Dayton Freight, 2560 Long Lake Road, which is currently a double-face 14 foot by 48-foot printed medium billboard; and (2) County Road C and Cleveland Avenue, which is currently a single-face 12 foot by 24-foot printed medium billboard.

A request to convert pre-existing, non-conforming billboards from the current print faces to digital LED displays will require several amendments to Section 1010, *Sign Regulations*.

Review of Request

The Sign Regulations chapter of the Roseville Zoning Code has only experienced two modifications since its major update of 2012: canopy signage for gas stations and modifications to temporary sign requirements. This could be a testament to the allowances and flexibility of the Sign Regulations. However, in light of advancements in digital technology, and mainly dynamic displays for

billboards, the Planning Division now finds it reasonable to discuss modifications to the Code in support of digital billboards.

The proposal by CCO seeks to amend §1010.02 *Definitions*, §1010.03.C *Prohibited Signs*, §1010.03.D *Non-Conforming Signs*, and §1010.10 *Dynamic Displays* (see Attachment 2). The CCO proposal is in **bold red**. Upon review of CCO's proposal, the Planning Division staff's recommendations are provided in **bold blue**. Generally, staff's recommendations are very similar to those being requested by CCO.

Applicant Proposal for new definition:

OFF-SITE BILLBOARD SIGN: An off-site sign larger than 250 sq ft.

Planning Division Proposal for a new definition:

BILLBOARD: A poster panel, painted bulletin board, dynamic display or other communicative device that is used to advertise products, goods, services, ideas or noncommercial speech which are not exclusively related to the premises or owner of the property on which the sign is located. This definition only applies to the following five (5) lawful pre-existing billboards: 1) southwest corner of County Road D entrance/exit ramp at Interstate 35W – within railroad right-of-way, 2) County Road C and Cleveland Avenue – southeast corner, 3) Dayton Freight 2560 Long Lake Road – east side, 4) within railroad right-of-way east of 2255 Walnut Street, and 5) Brown - Wilbert Vault 2280 Hamline Avenue.

1010.03: GENERAL PROVISIONS

Revised. C. Prohibited Signs.

Applicant Proposal:

8. The following specific signs shall be prohibited: off-site, flashing, mobile/portable, roof, rotating, and painted signs, banners, and **new** billboards. **This prohibition shall not apply to Off-Site Billboard Signs that are upgraded with dynamic displays subject to the provisions of 1010.10: DYNAMIC DISPLAYS.**

Planning Division Proposal:

This prohibition shall not apply to the five lawful pre-existing non-conforming billboards as defined in this Chapter that are converted to a dynamic display subject to the provisions of 1010.10.A.8

Applicant Proposal

Revised. D. Non-Conforming Signs: All nonconforming signs in existence on June 18, 2012, may continue subject to the provisions of Chapter 1011 of this Title and State Law. **Legally established Non-Conforming Off-Site Billboard Signs shall be permitted to be upgraded with dynamic displays subject to the provisions of 1010.10: DYNAMIC DISPLAYS**

Planning Division Proposal:

The five lawful pre-existing non-conforming billboards as defined in this Chapter shall be permitted to be converted with a dynamic display subject to the provisions of 1010.10.A.8.

1010.10: DYNAMIC DISPLAYS

Applicant Proposal:

Revised 1010.10.A.1. Duration: In all districts, the full sign image or any portion thereof must have a minimum duration of **258** seconds and must be a static display. No portion of the image may flash, scroll, twirl, change color, or in any manner imitate movement.

Revised 1010.10.A.3. Brightness: The dynamic display sign must not exceed a maximum illumination of **5,0006,500** nits (candelas per square meter) during daylight hours and a maximum illumination of 500 nits (candelas per square meter) between dusk to dawn as measured from the sign's face at maximum brightness.

Planning Division staff support the applicant's proposed amendments.

Applicant Proposal

Add 1010.10A.8. Off-Site Billboard Signs: A person may obtain a permit for a dynamic display sign on the surface of an existing legally established nonconforming off-site billboard signs if the following requirements are met:

- (i) The dynamic display sign replaces an existing surface of an existing off-site billboard sign;
- (ii) The applicant shall enter into an agreement with the city to provide to the city no less than twenty hours (9,000 eight-second spots) per month per dynamic display sign in the city for community and public service messages at such times as shall be determined by the city. If the applicant complies with the permit requirements noted above, the city will issue a dynamic display sign permit for the designated off-site (billboard) sign. This permit will allow a dynamic display to occupy 100 percent of the potential copy and graphic area and to change no more frequently than once every eight seconds. The designated sign must meet all other requirements of this ordinance.

Planning Division Proposal:

1010.10.A.8 Conversion of Billboards: A person may obtain a permit to convert a lawful pre-existing non-conforming billboard to a dynamic display provided the following requirements are met:

1. The applicant shall enter into an agreement with the City regarding the design and operation of the dynamic display billboard which shall include the requirement for use of the billboard for community and public service announcements as provided below:

- i. The applicant provides to the city no less than twenty hours (9,000 eight-second spots) per month per dynamic display sign in the city for community and public service messages at such times provided and approved by the city.

2. Provided the applicant complies with the permit requirements of this chapter, a dynamic display billboard sign permit for the designated off-site sign will be issued. Said permit will allow a dynamic display billboard to occupy one hundred percent (100%) of the existing copy and graphic area, but shall not be enlarged. The dynamic display billboard shall meet all other requirements of this chapter.

Staff Recommendation

Public Comment

At the time this report was prepared, Planning Division staff has not received any communications from members of the public about the proposal.

Planning Division Comments/Recommendation

Planning Division staff are not opposed to amending the Sign Regulations in support of converting lawful pre-existing, non-conforming billboards from their existing print medium to dynamic/digital displays. It would appear from our research and the information provided by the applicant that Roseville is behind the metropolitan area in adopting such allowances into the Code. Specifically, several communities have varying allowances and/or processes for converting print billboards to dynamic/digital displays. Similarly, there are a minimum of 17 communities that have the same or similar duration and brightness standard as proposed by the applicant.

Planning Division staff recommend approval of the staff recommended text amendments to Section 1010.03.C.8, 1010.03.D, and 1010.10.A.8 and the applicant's text modifications to 1010.10.A.1 and 1010.10.A.3.

Requested Planning Commission Action

Suggested Planning Commission Action

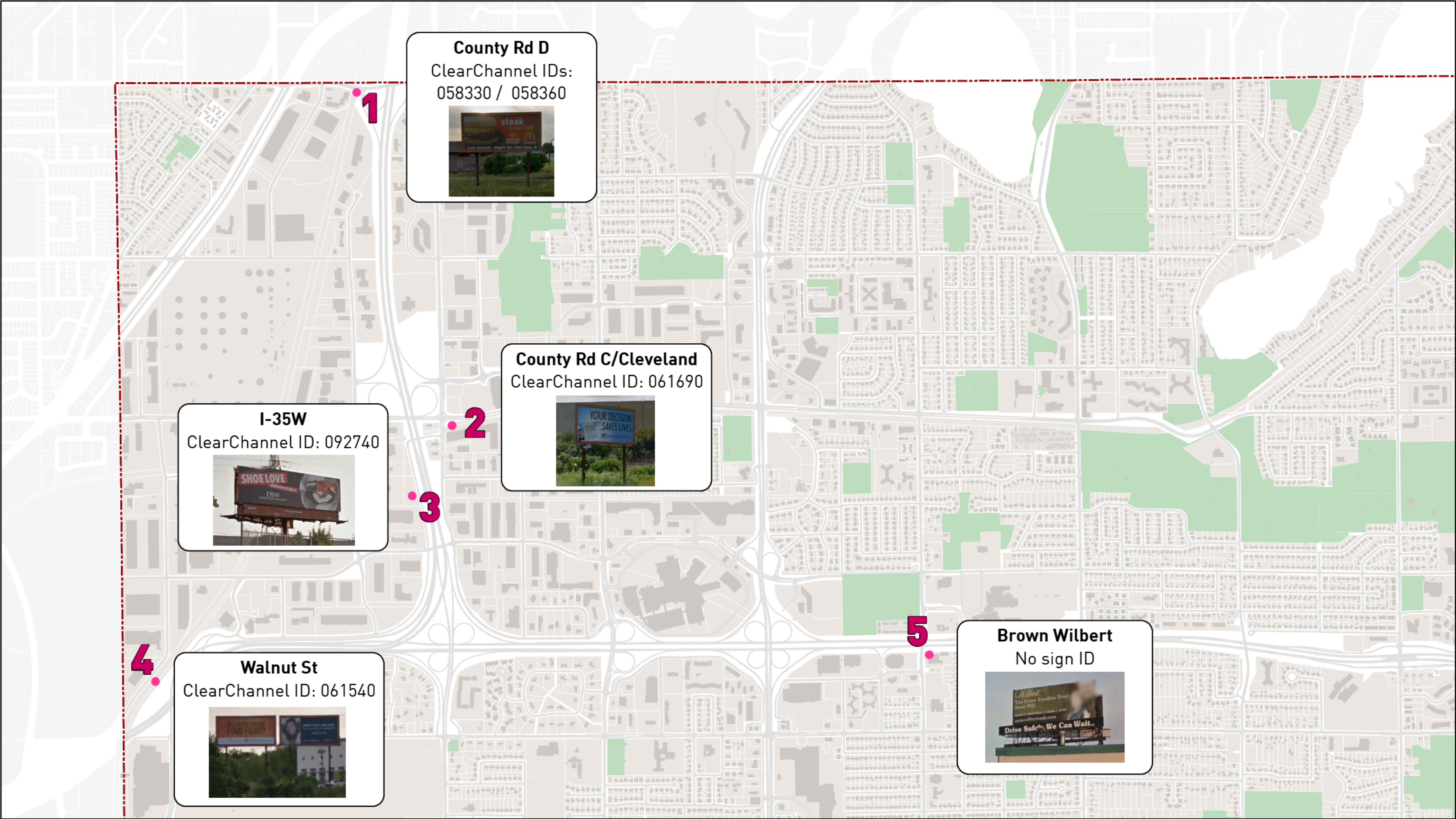
Based on the project report, public comments, and Planning Commissioner input, consider recommending to the City Council approval of the proposed Zoning Code text amendments to Sections 1010.10.A.1 and 1010.01.A.3, and the Planning Division's proposed text amendments to Section 1010.03.C.8, 1010.03.D, and 1010.10.A.8.

Alternative Actions

1. **Pass a motion to table the item for future action.** An action to table consideration of the zoning text amendment request must be based on the need for additional information or further analysis to reach a decision on one or both requests. Tabling may require extension of the 60-day action deadline established in Minn. Stat. 15.99 to avoid statutory approval.
2. **Recommend to the City Council denying the requested zoning text amendments.** A denial should be supported by specific findings of fact based on the Planning Commission's review of the application, applicable zoning regulations, and the public record.

Prepared by: Thomas Paschke, City Planner

Attachments: 1. 2024 Billboards
2. CCO Application Materials



Free-Standing Billboards

September 20, 2024

Thomas Paschke, City Planner
Roseville City Hall
2660 Civic Center Drive
Roseville, MN 55113

RE: Clear Channel Outdoor Sign Ordinance Amendment

Dear Mr. Paschke.

Clear Channel Outdoor, LLC (CCO) currently owns and operates four printed, legally established non-conforming billboard structures in the City of Roseville, MN. There are five (5), 12'x25' (poster) faces and two (2), 14'x48' (bulletin) faces. The billboards are located in commercial/industrial corridors. CCO MSP currently operates 83 digital LED billboard displays in 21 Twin City communities outside of Roseville, MN. CCO is interested in upgrading its Roseville billboard structures with dynamic/digital LED displays.

CCO currently operates dynamic/digital LED displays in the following communities around Roseville:

- The City of Shoreview, MN - 3 Dynamic/Digital Faces
- The City of New Brighton, MN - 2 Dynamic/Digital Faces
- The City of Minneapolis, MN - 20 Dynamic/Digital Faces
- The City of Vadnais Heights, MN - 4 Dynamic/Digital Faces
- The City of Maplewood, MN - 3 Dynamic/Digital
- The City of St Paul, MN - 4 Dynamic/Digital Faces

The main sign ordinance amendment request would permit the upgrade of non-conforming billboards with dynamic/digital LED faces that operate with minimum 8 seconds dwell times. A summary of requested changes to Title 10 Zoning / Chapter 1010 Sign regulations is attached.

CCO has been safely operating dynamic/digital billboards in the Twin Cities since 2006. Safe operation of our digital billboards is a top priority for us. There are several redundant systems in place to make sure the digital billboards are safely operated. Digital billboards are permitted by the Federal Highway Administration (FHWA), based on their own safety studies, and the State of Minnesota subject to local ordinances.

CCO offers Cities up to 20 hours of public service announcements (PSA) per digital face per month for City and Community Events. CCO can provide no cost access to our creative team to help produce City messages.

In addition to City PSA, Clear Channel Outdoor provides the following PSA

- Amber alerts
- FBI Alerts
- Severe Weather Warnings (Hennepin and Ramsey County)
- County Sheriff messaging
- Emergency Management Requests

CCO is requesting sign ordinance amendments to upgrade its legal nonconforming printed billboard structures with same size dynamic/digital LED faces.

- Modern Updated Digital Displays
- Public Service Announcements
 - Community and Emergency Messaging
- Great Highway Locations along Commercial/Industrial Corridors
- Expanded advertising opportunities for local businesses
- Community Wayfinding
- No new billboards

Please let me know if you have any questions on our sign ordinance amendment comments. CCO has a legal department dedicated to assisting communities with sign ordinance amendments and have assisted communities all over the country in this process.

Thank you,

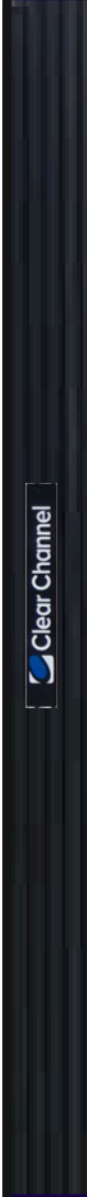


Matthew Weiland

Vice President of Real Estate and Public Affairs

Minneapolis/St. Paul Division

Office: 612.605.5142 /Mobile: 651-592-4431/Email: matthewweiland@clearchannel.com



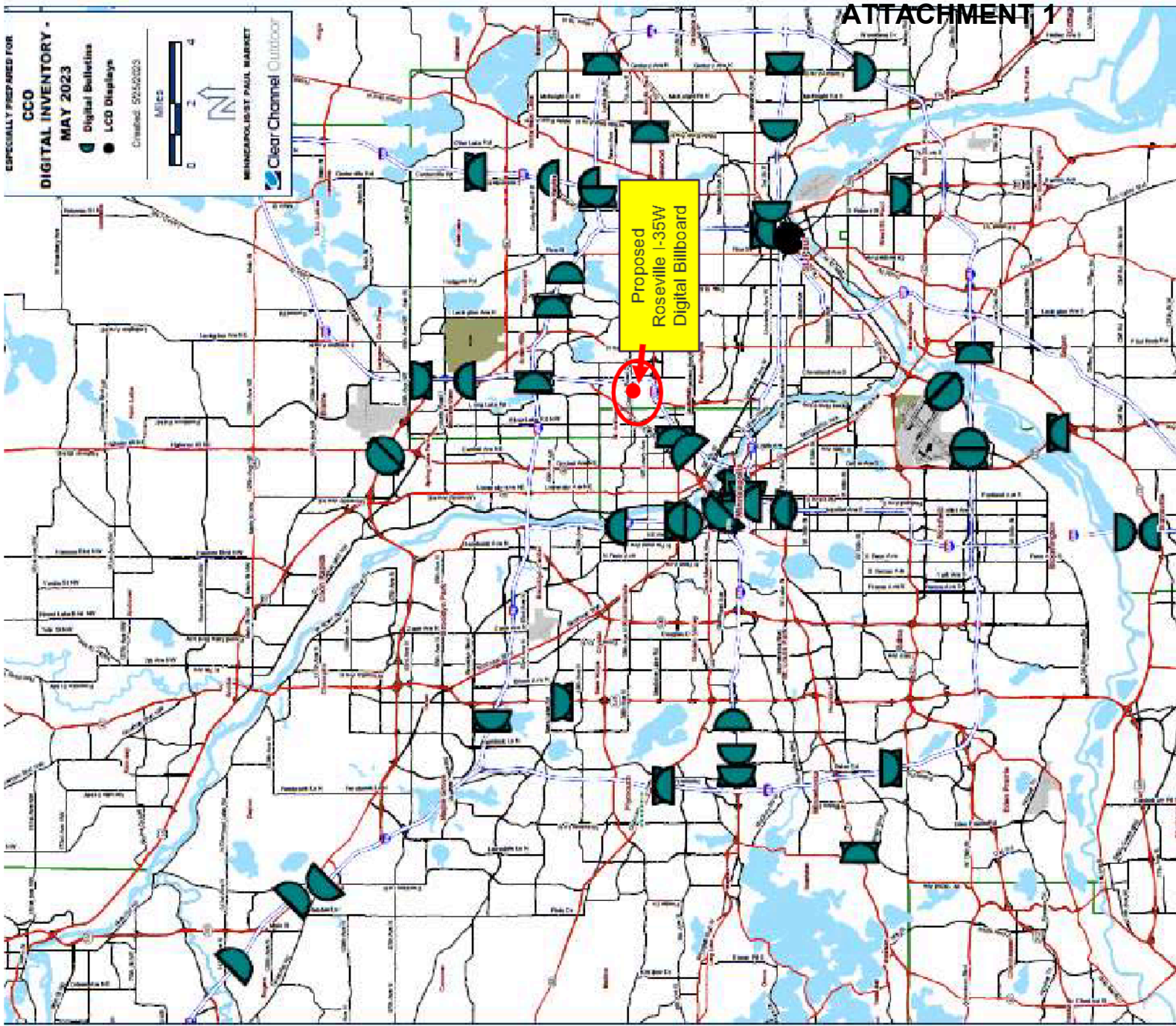
City of Roseville, MN
Dynamic/Digital Display Billboards
Matthew Weiland, VP Real Estate and Public Affairs



Clear Channel Outdoor

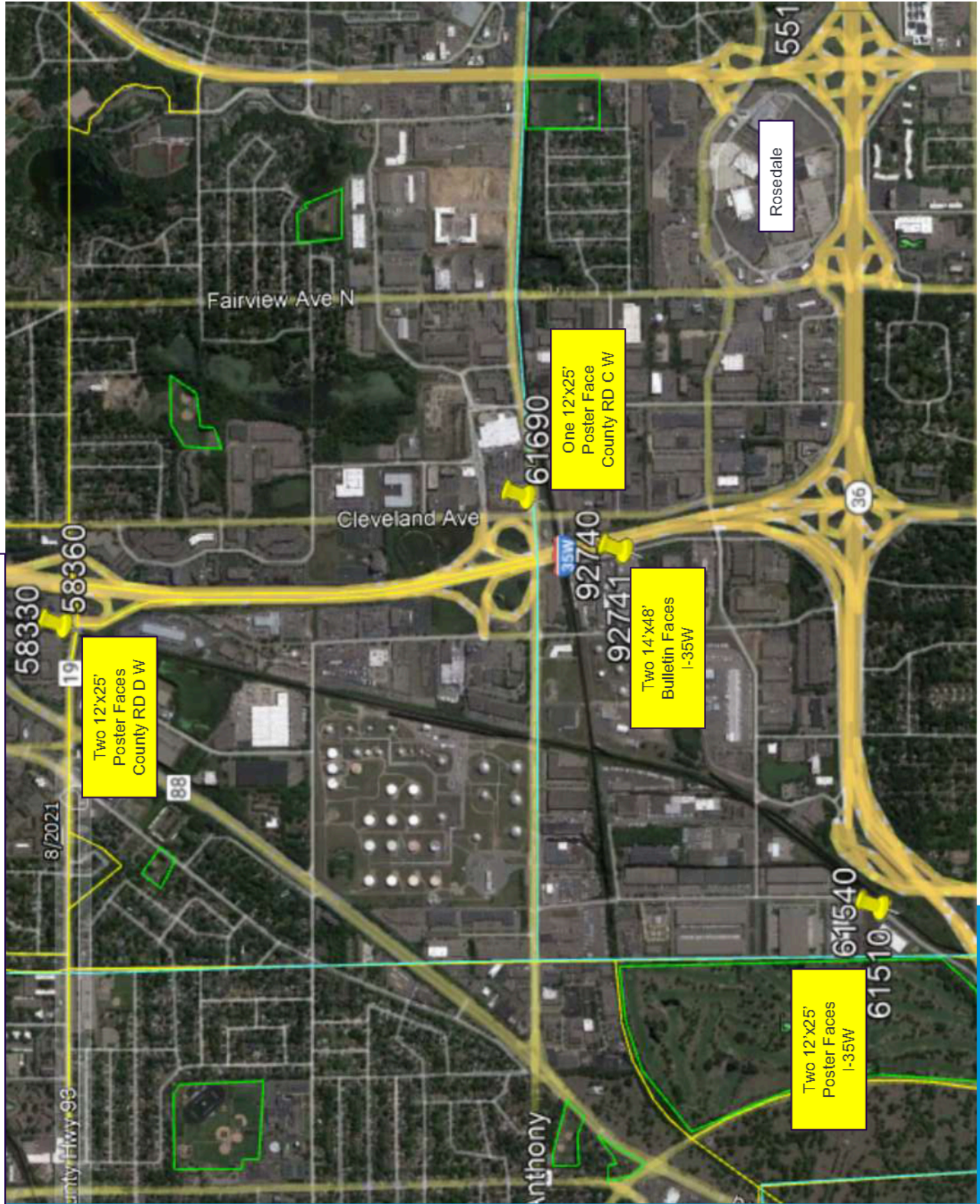
Roseville, MN Billboards

- **Clear Channel Outdoor , LLC (CCO) currently owns and operates four printed legally established non-conforming billboards structures in the City of Roseville, MN. There are five 12'x25' (poster) faces and two 14'x48' (bulletin) faces.**
- **CCO is proposing to upgrade its double face 14'x48' (672 sq ft) printed billboard structure located at 2560 LONG LAKE RD and its single face 12'x24' printed billboard located off County RD C W with dynamic/digital LED displays and architectural columns**
 - **Gateway Monument with City Logo (if requested)**
 - **Modern Updated Dynamic/Digital LED Display**
 - **Great Location in Commercial Corridor**
 - **Community and Emergency Messaging**
 - **Expanded advertising opportunities for local businesses**
- **CCO recently worked with the City of Plymouth and the City of Maple Grove to permit the conversion of existing printed billboards to dynamic/digital LED display billboards**
- **CCO MSP currently operates 83 dynamic/digital LED faces in 21 Twin Cities communities.**
 - **The 1st digital signs were installed in 2006 in the City of Minnetonka**
 - **Digital billboards are permitted by the Federal Highway Administration (FHWA) and State of MN, subject to local approvals**
 - **City of Roseville sign ordinance changes would be required to permit digital LED billboards in the City of Roseville**

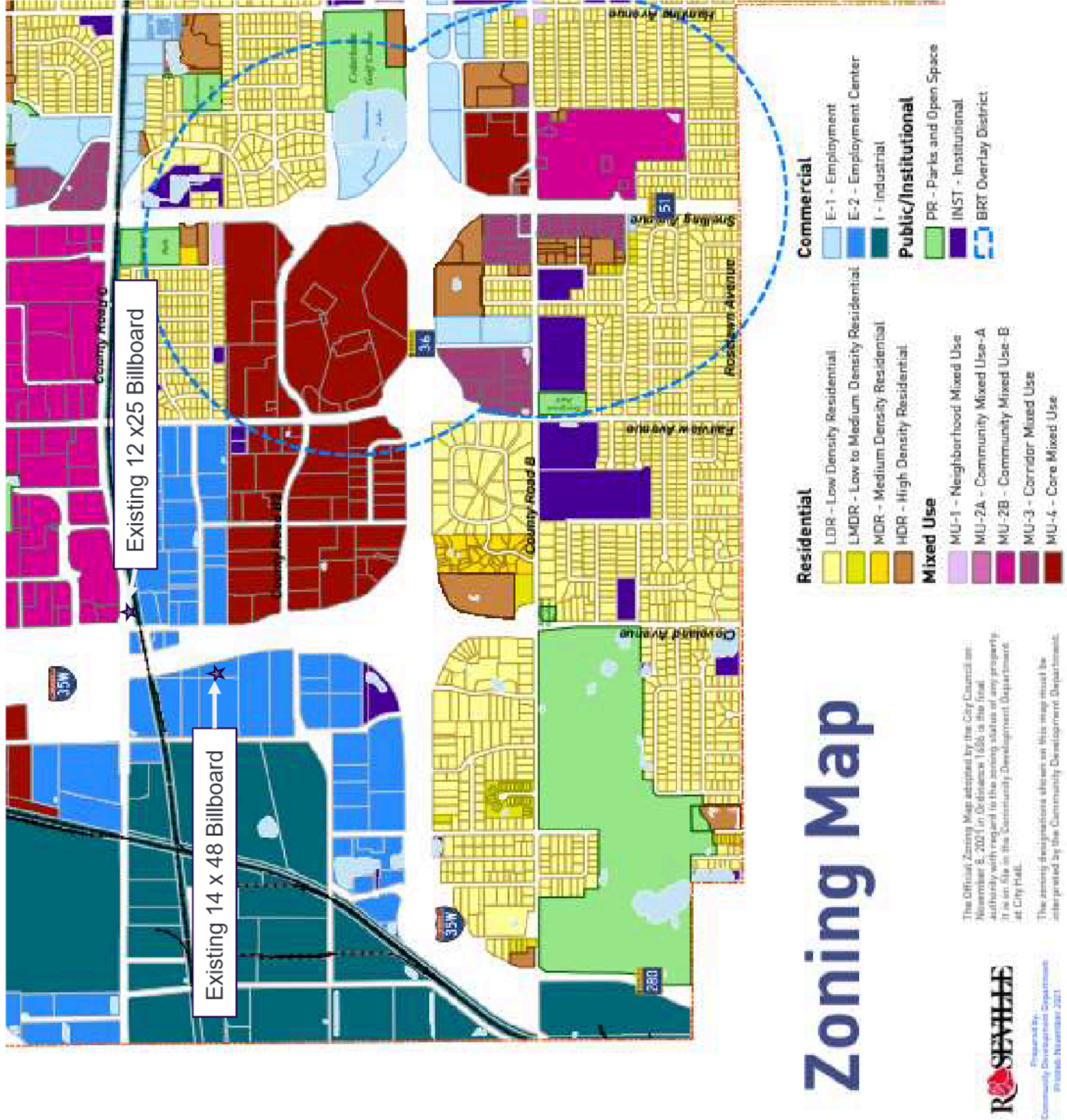


2024 MSP Digital Billboards 21 Cities 83 Dynamic/Digital Faces		
City	# Faces	
1 Blaine	2	
2 Burnsville	4	
3 Columbus	2	
4 Dayton	1	
5 Eagan	4	
6 Inver Grove Heights	2	
7 Landfall	2	
8 Mahtomedi	2	
9 Maple Grove	2	
10 Maplewood	3	
11 Minneapolis	20	
12 Minnetonka*	8	
13 Mounds View	3	
MSP Airport	5	
14 (Bloomington)	2	
15 New Brighton	4	
16 Plymouth	2	
17 Rogers	3	
18 Shoreview	4	
19 St Paul	4	
20 Vadnais Heights	2	
20 West St Paul	2	
21 White Bear Township	2	

Existing CCO City of Roseville Billboard Inventory







Existing Hwy 35W Billboard (14'x48') -panel 92740 and 92741
2560 LONG LAKE RD

Proposed conversion of Existing
14x48 printed Billboard to
14x48 Dynamic/Digital LED billboard





Existing Hwy 35W Billboard South Face (14'x48') -panel 92740
2560 LONG LAKE RD





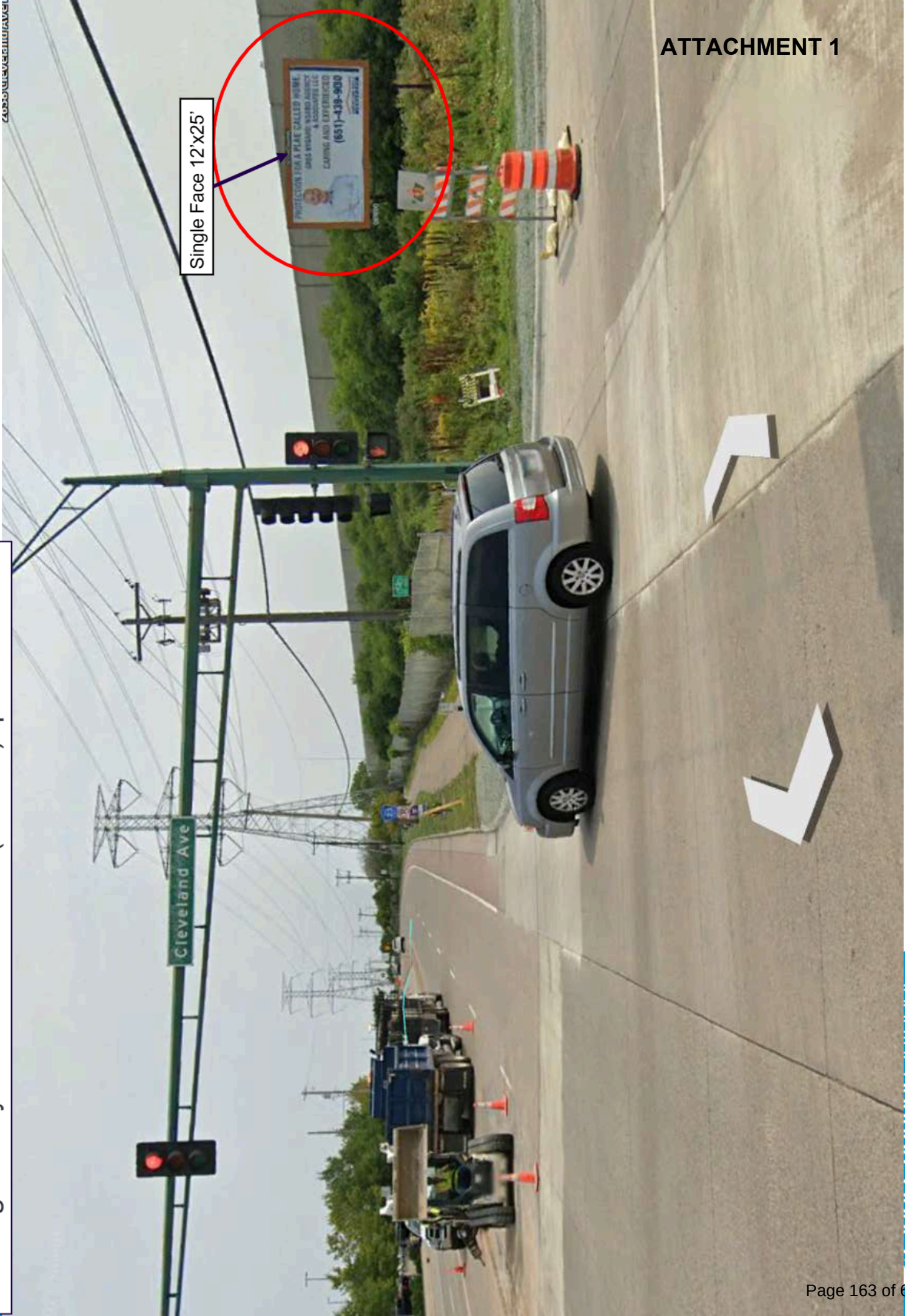


Existing Billboard



Proposed Billboard



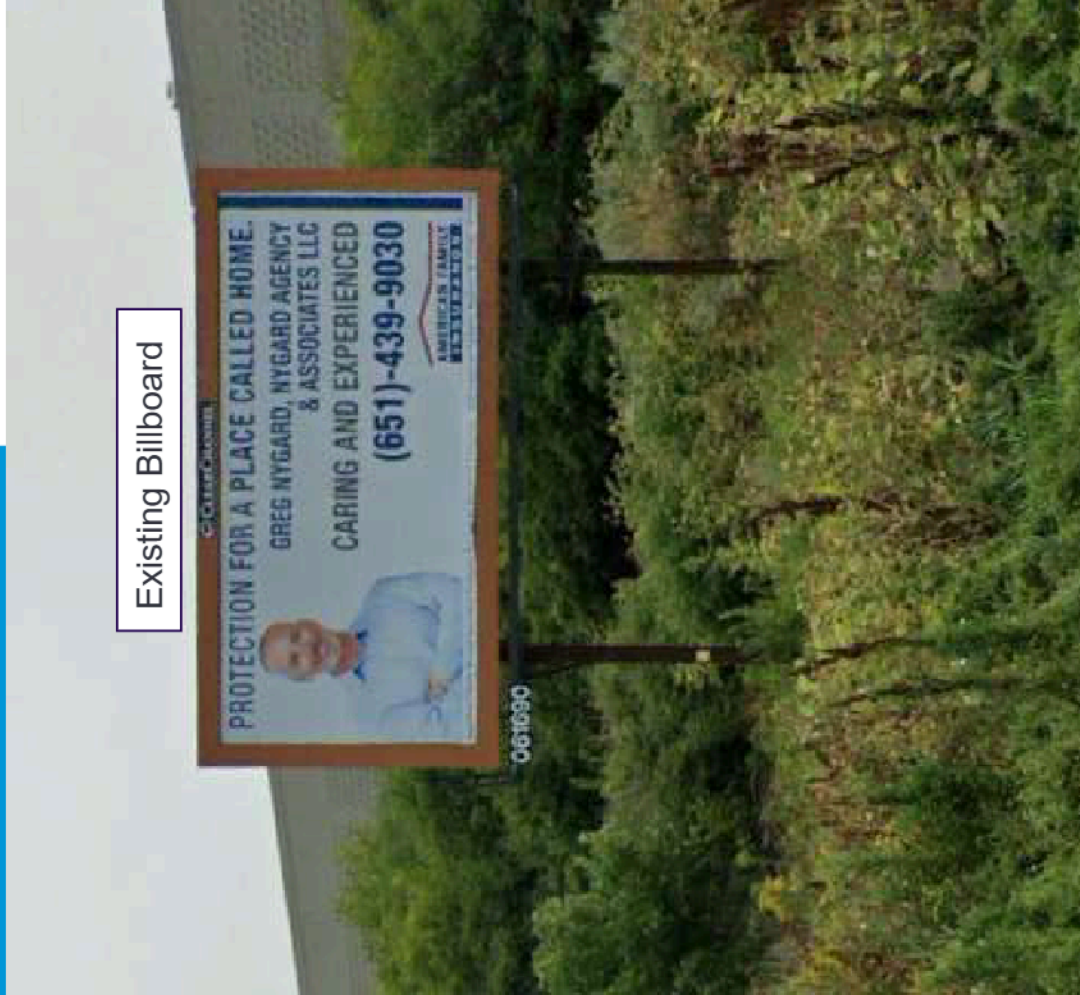


Single Face 12'x25'



Roseville, MN
Architectural Sign Design
Cleveland Ave / County RD C W

Existing Billboard



Proposed Billboard



ATTACHMENT 1

- **Standard Billboard Size**
 - Bulletin - 14 ft x 48 ft (672 sq ft)
 - Poster – 12ft x 25ft (300 sq ft)
- **Dynamic/Digital Billboards rotate 8 slots (static images)**
 - 8 second dwell times
- **Instantaneous transitions between images**
- **Appear like static billboards**
- **Ambient light sensor**
 - Constantly monitor ambient light conditions around sign and adjust brightness of the sign based on surrounding conditions
 - Higher during day and lower at night
- **Remote monitoring**
 - Web cams
 - Cellular network
 - Remote cut off switches
- **Dynamic/Digital billboards are permitted by the Federal Highway Administration (FHWA) and State of MN, subject to local approvals**

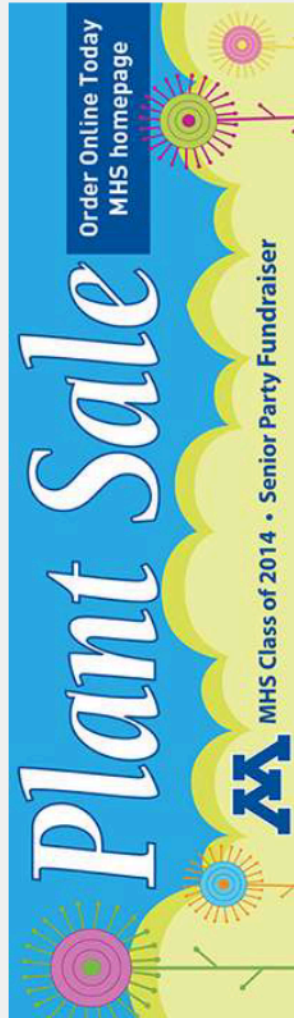
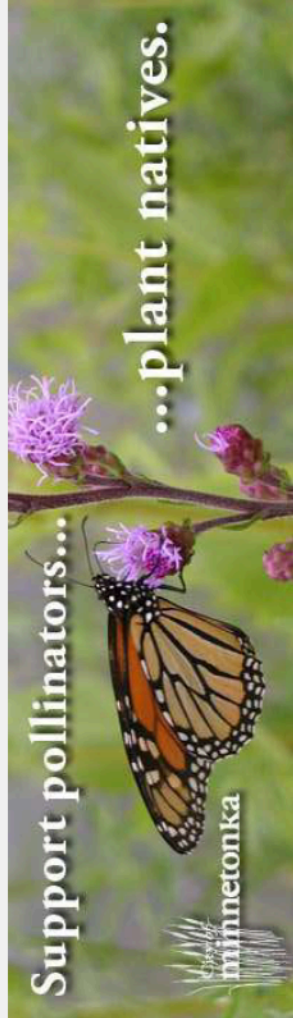
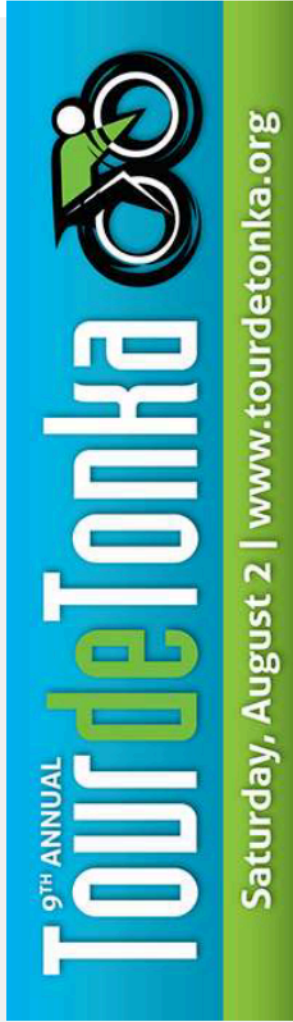
Summary Zoning Ordinance Changes

- **Permit Digital/Dynamic Faces**
 - Conversion of existing non-conforming billboards to digital/dynamic LED faces
- **8 second dwell times on digital displays**
 - Instantaneous transitions
- **Spacing requirement for dynamic billboards read from same direction**
- **PSA messaging requirements**
- **Brightness requirements**
 - The dynamic display sign must not exceed a maximum illumination of 6,500 nits (candelas per square meter) during daylight hours and a maximum illumination of 500 nits(candelas per square meter) between dusk to dawn as measured from the sign's face at maximum brightness.
 - ambient light sensors
 - operating characteristics set to perform like static billboards
 - Digital billboards shall not operate at brightness levels of more than 0.3 foot candles above ambient light, as measured using a foot candle meter at a pre-set as measured horizontal distance of two-hundred fifty (250) feet from the nominal size 14 ft x 48 ft sign face

Public Service Announcements (PSA)

- **Clear Channel Outdoor offers Cities**
 - Up to 20 hours PSA/digital face/month
 - 9,000 Eight (8) second public service messages
 - City and Community Events
- **In addition to City PSA, Clear Channel Outdoor provides the following PSA**
 - **Amber alerts**
 - **FBI Alerts**
 - **Severe Weather Warnings**
 - Hennepin and Ramsey County
 - **Regional Emergencies**
 - 35W Bridge Collapse
 - **County Sheriff messaging**
 - **Emergency Management Requests**

Clear Channel Outdoor – Minnetonka PSA Examples



"Serving today, shaping tomorrow"

Welcome to Maple Grove

maplegrovern.mn.gov



Become a
Maple Grove
FIREFIGHTER

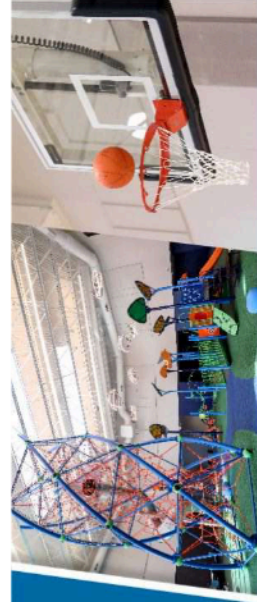
Apply by July 17
mgfire.info

**CONNECT. SHOP.
EXPLORE. APRIL 23**

PLYMOUTH COMMUNITY CENTER



**PLYMOUTH
COMMUNITY
CENTER**



NOW OPEN



Clear Channel Outdoor – City PSA Examples



**Blaine's 2nd Annual
Pet Walk - April 28**
Sat. 10 AM Lakeside Commons Park

www.ci.blaine.mn.us for more info



CLICK IT OR TICKET
EXTRA SEATBELT
ENFORCEMENT
MAY 23 - JUNE 5

SAFER
ZERO
BLAINE



Eagan
Easy to Get Here Great to Stay



**Be a Neighborhood
Hero**
Clear Your Hydrant



Buckthorn is INVASIVE
Remove trees with
black fruit **FIRST**



Farmers' Market
Tuesdays
3-7 p.m.
Shoreview
Community Center



**Severe Weather Awareness Week,
April 11 – 15, 2011**
Check out the Blaine Web Site
for Severe Weather Safety Information
www.ci.blaine.mn.us

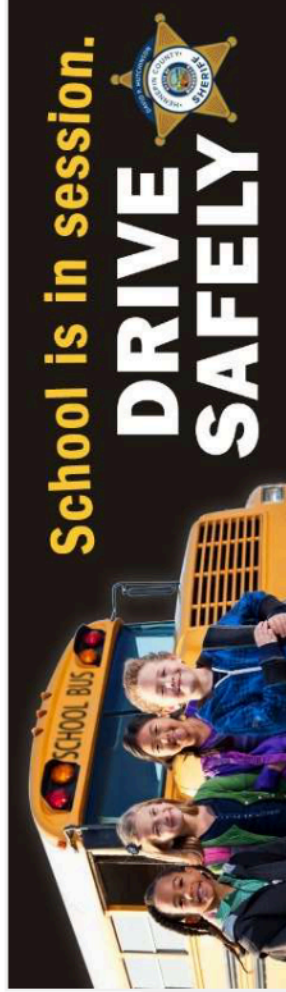
ATTACHMENT 1

Digital messaging benefits – public safety



**NO ICE Is Ever Completely Safe.
USE SAFETY PRECAUTIONS**

Photo from Lake Minnetonka Patch.
Hennepin County Sheriff's Office

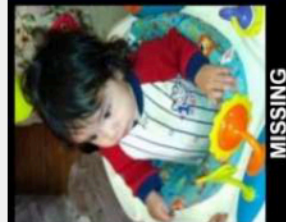


**School is in session.
DRIVE SAFELY**

**2002 Red Kia
Lic. # 242 GAU
Carlos Orozco**

Male | Age 8 months-old | Black hair
Any info call: 911

AMBER ALERT



MISSING



**Life jackets
save lives!**

Hennepin Sheriff.org

WANTED: PHILLIP MIMS
aka James Mayfield

**26 yrs old • 5'8" • 192lbs
(612) 376-3200 *REWARD**



SPECIAL ALERT

TORNADO WARNING
has been issued for Hennepin County

- Amber Alerts
- Local Police
- Safety Reminders

- FBI Most Wanted
- FEMA Disaster Assistance
- Weather Alerts

ATTACHMENT 1

COVID-19 PSA examples

Thank You...
for patronizing our
local businesses



Twin Cities North
CHAMBER OF COMMERCE

Resources Available At TwinCitiesNorth.org



We Love Local  **Support Neighborhood Businesses**



MPLS
REGIONAL CHAMBER
Minneapolis Bloomington Northland



TOO LOCAL
to fail

www.TooLocalToFail.com



TwinWest
CHAMBER OF COMMERCE

ATTACHMENT 1

Clear Channel as a Partner: National League of Cities Award

National League of Cities:
In 2018 CCO received "The
Distinguished Service to Cities
Award"



NLC NATIONAL LEAGUE OF CITIES
CITIES STRONG TOGETHER

August 10, 2018

Jason King
SVP, Corporate Communications and Marketing
Clear Channel Outdoor
99 Park Avenue, Suite 200
New York, NY 10016

Dear Jason,

I hope this letter finds you well. The Distinguished Service to Cities Award is given annually to a partner of the National League of Cities for making a significant contribution to building stronger, more innovative, and resilient cities and towns. I am honored to inform you that Clear Channel Outdoor will be receiving the Service to Cities Award for your outstanding work in support of NLC's 2018 infrastructure campaign.

Your contribution was both unique and extremely impactful, and we appreciate Clear Channel's commitment to raising awareness of this critical issue. On behalf of our staff and Board of Directors, we thank you. We will present Clear Channel Outdoor with the award at the closing ceremonies at our annual City Summit conference, November 7-10, in Los Angeles, CA.

We hope to see you in LA, and congratulations again on receiving this award.

Sincerely,



Clarence Anthony
CEO and Executive Director
National League of Cities

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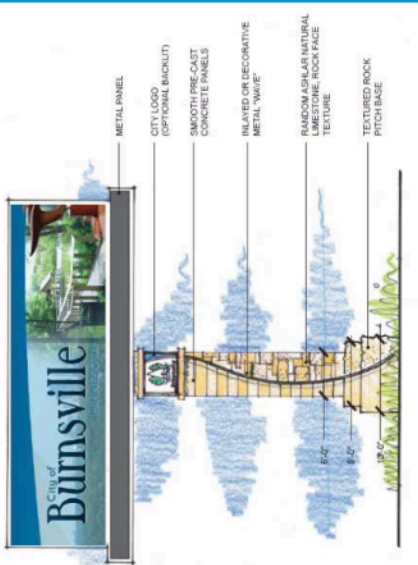
NLC.org

660 North Capitol St., NW, Suite 450 / Washington, DC 20001 / ph: (202) 626-5000

- **Gateway Monuments**
 - **City logo**
- **Creative design and materials**
- **Progressive Modern Image**
- **Technologically advanced**
- **Open for business**
- **Entertainment areas**
- **wayfinding**



53 ft Tall center mount Double face
Similar height to Hwy 7 St Louis Park Sign - 48ft height



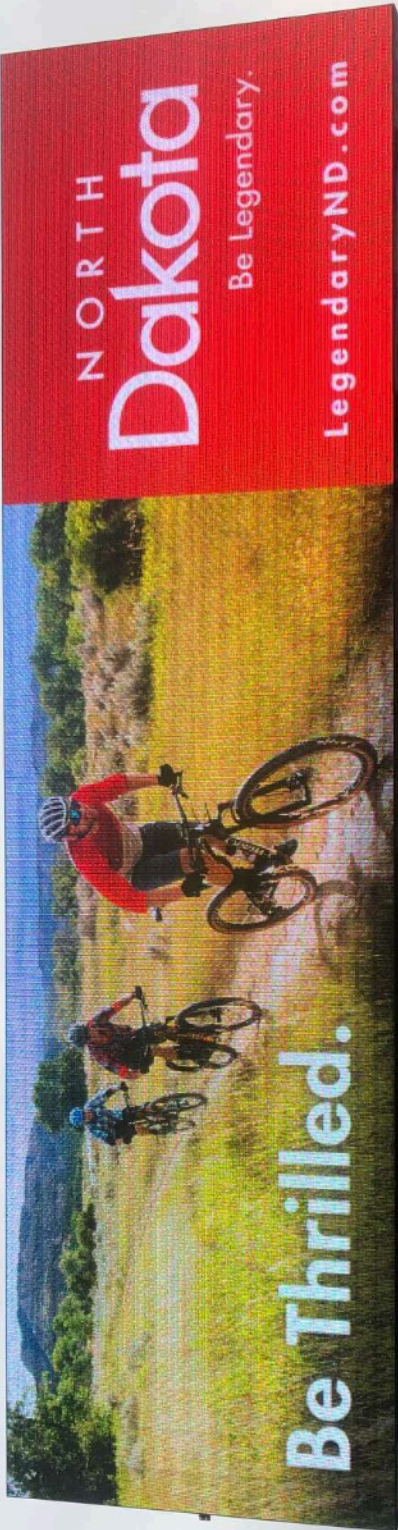
Burnsville, MN



Clear Channel Outdoor

Maple Grove
Architectural
Sign Design

14' x 48'



091230

Clear Channel





50 ft Tall center mount single face
 Similar height to St Louis Park Sign - 48ft height

Shoreview, MN

Conclusion

- **Clear Channel Outdoor is interested in expanding its Digital Billboard Network into Roseville, MN**
 - CCO is requesting to upgrade the only 14 x 48 printed billboard located in Roseville with 14 x 48 digital LED faces and an architectural column
 - Modern Updated Digital Displays
 - Gateway Architectural Sign
 - Public Service Announcements
 - Community and Emergency Messaging
 - Great Locations in Commercial Corridor
 - Expanded advertising opportunities for local businesses
 - No new billboards

- **Questions**
 - **Matthew Weiland, VP Real Estate and Public Affairs**
 - **Clear Channel Outdoor, Inc.**
 - **Office- 612-605-5142**
 - **Cell – 651-592-4431**
 - **Email – matthewweiland@clearchannel.com**

**Clear Channel Outdoor
Contact Information**

Summary of Clear Channel Outdoor amendments to Title 10 Zoning / Chapter 1010 Sign Regulations:

1010.02: DEFINITIONS

Added 26. OFF-SITE BILLBOARD SIGN: An off-site sign larger than 250 sq ft.

1010.03: GENERAL PROVISIONS

Revised. C. Prohibited Signs.

8. The following specific signs shall be prohibited: off-site, flashing, mobile/portable, roof, rotating, and painted signs, banners, and billboards. This prohibition shall not apply to Off-Site Billboard Signs that are upgraded with dynamic displays subject to the provisions of 1010.10: DYNAMIC DISPLAYS.

Revised. D. Non-Conforming Signs: All nonconforming signs in existence on June 18, 2012, may continue subject to the provisions of Chapter 1011 of this Title and State Law. Legally established Non-Conforming Off-site Billboard Signs shall be permitted to be upgraded with dynamic displays subject to the provisions of 1010.10: DYNAMIC DISPLAYS

1010.10: DYNAMIC DISPLAYS

Revised 1. Duration: In all districts, the full sign image or any portion thereof must have a minimum duration of 25 8 seconds and must be a static display. No portion of the image may flash, scroll, twirl, change color, or in any manner imitate movement.

Revised 3. Brightness: The dynamic display sign must not exceed a maximum illumination of 5,000 6,500 nits (candelas per square meter) during daylight hours and a maximum illumination of 500 nits (candelas per square meter) between dusk to dawn as measured from the sign's face at maximum brightness.

Added. 8. Off-Site Billboard Signs: A person may obtain a permit for a dynamic display sign on the surface of an existing legally established non-conforming off-site billboard signs if the following requirements are met:

(i) The dynamic display sign replaces an existing surface of an existing off-site billboard sign;

(ii) The applicant shall enter into an agreement with the city to provide to the city no less than twenty hours (9,000 eight-second spots) per month per dynamic display sign in the city for community and public service messages at such times as shall be determined by the city.

If the applicant complies with the permit requirements noted above, the city will issue a dynamic display sign permit for the designated off-site (billboard) sign. This permit will allow a dynamic display to occupy 100 percent of the potential copy and graphic area and to change no more frequently than once every eight seconds. The designated sign must meet all other requirements of this ordinance.

EXTRACT OF THE NOVEMBER 6, 2024, PLANNING COMMISSION DRAFT MEETING MINUTES

a. A Request by Clear Channel Outdoor MSP for a City Code Amendment to Title 10, Chapter 1010, Sign Regulations, to Allow Two (2) Lawful Pre-Existing Non-Conforming Off-Site Billboards to be Converted to Dynamic/Digital (LED) Displays, as well as Additional Modifications to §1010.10 Dynamic Displays in Support of Changing the Duration from 25 Seconds to 8 Seconds and a Modification to the Maximum Daytime Illumination from 5,000 Nits to 6,500 Nits (PF24-016)

Chair Pribyl opened the public hearing for PF24-016 at approximately 6:35 p.m. and reported on the purpose and process of a public hearing. She advised this item will be before the City Council on November 25, 2024.

City Planner Paschke summarized the request as detailed in the staff report dated November 6, 2024.

Member McGehee indicated she did not understand the dynamic signs. She asked for clarification.

Mr. Paschke explained what a dynamic display sign was and the difference between that and other signs.

Member McGehee indicated that since the dynamic display billboard was illegal and now the City is designing an entirely new classification for them, will that take them out of the category?

Mr. Paschke indicated it would not.

Member McGehee asked if the City does a redevelopment involving these signs and if these will disappear.

Mr. Paschke explained that they could potentially, but most of these are around private property, and others are by right-of-way, so he did not know if the City would be the ones to get rid of them or if anybody else would.

Member McGehee asked what happens if, because of redevelopment, an apartment building is built across from the site, so the sign is a problem for people in the apartment. Would the City have anything to allow for that?

Mr. Paschke thought that, from a staffing perspective, they would try to work with Brown Wilbert to remedy that problem. The staff has done that with other signs in the City.

Community Development Director Gundlach explained how the Dynamic Display signs work and their intensity, along with an agreement that the City will have with the applicant.

Member McGehee asked if the City would have any direction in deciding what could be displayed on the billboard.

Ms. Gundlach thought that would involve some First Amendment issues, and the agreement that Clear Channel would enter into with the City would only relate to the community and public services messaging that the City would get for free.

Member Bauer asked for a quick recap of the history of billboards in the city.

Mr. Paschke reviewed the history of his work in Roseville.

Mr. Matthew Wyland, Clear Channel Outdoor, thanked staff and addressed the Commission.

Public Comment

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

Commission Deliberation

Member Bauer thought it would be nice to have more public feedback on this. He wondered if this should be tabled to allow more public comment. He was also interested in what the Commission thought regarding limiting this to just the particular signs that Clear Channel Outdoor is thinking about doing rather than allowing all of the signs.

Chair Pribyl asked staff who received notification of the public hearing because these signs are in multiple locations.

Mr. Paschke explained that under a text amendment, there is no specific notification to the public other than what is published in the paper. Regarding tabling this item, typically, tabling is done for additional information and other things and not necessarily for supporting or allowing for more public input because there is no way for the City to notice the public and try to get them at the meeting. He thought it would be more information related to text changes and those things that the Commission felt they would need before making a decision or recommendation to the City Council.

The Commission and staff discussed changes to be made to the City Code.

MOTION

Member Schaffhausen moved, seconded by Member Kruzel, to recommend to the City Council approval of the proposed Zoning Code Text Amendment to Sections 1010.10.A.1 and 1010.01.A.3, and the Planning Division's Proposed Text Amendment to Section 1010.03.C.8, 1010.03.D, and 1010.10.A.8 (PF24-016).

Ayes: 7

Nays: 0

Motion carried.

City of Roseville

ORDINANCE NO. ____

AN ORDINANCE AMENDING §1010.02 DEFINITIONS, §1010.03.C PROHIBITED SIGNS, §1010.03.D NON-CONFORMING SIGNS, and §1010.10 DYNAMIC DISPLAYS OF THE ROSEVILLE CITY CODE

The City Council of the City of Roseville does ordain:

SECTION 1. Section 1010.02, Definitions, is hereby amended to create a definition of billboard as provided below:

BILLBOARD: A poster panel, painted bulletin board, dynamic display or other communicative device which is used to advertise products, goods, services, ideas or noncommercial speech which are not exclusively related to the premises or owner of the property on which the sign is located. This definition applies to the following five lawful pre-existing billboards: 1) southwest corner of County Road D entrance/exit ramp at Interstate 35W – within railroad right-of-way, 2) County Road C and Cleveland Avenue – southeast corner, 3. Dayton Freight 2560 Long Lake Road – east side, 4) within railroad right-of-way east of 2255 Walnut Street, and 5) Brown -Wilbert Vault 2280 Hamline Avenue.

SECTION 2. Section 1010.03.C.8 (GENERAL PROVISIONS - Prohibited Signs) is hereby amended to read as follows:

8. The following specific signs shall be prohibited: off-site, flashing, mobile/portable, roof, rotating, and painted signs, banners, and new billboards. **This prohibition shall not apply to the five lawful pre-existing non-conforming billboards as defined in this Chapter that are converted to a dynamic display subject to the provisions of 1010.10.A.7.**

SECTION 3. Section 1010.03.D (GENERAL PROVISIONS – Non-Conforming Signs) is hereby amended to read as follows:

- D. Non-Conforming Signs: All nonconforming signs in existence on June 18, 2012, may continue subject to the provisions of Chapter 1011 of this Title and State Law. **The five lawful pre-existing non-conforming billboards as defined in this Chapter shall be permitted to be converted with a dynamic display subject to the provisions of 1010.10.A.7.**

SECTION 4. Section 1010.10 (DYNAMIC DISPLAYS) is hereby amended to read as follows:

- A. Dynamic Display: Any sign using a dynamic display, in whole or in part, must meet the following operational standards:
 1. Duration: In all districts, the full sign image or any portion thereof must have a minimum duration of ~~25~~ **8** seconds and must be a static display. No portion of the image may flash, scroll, twirl, change color, or in any manner imitate movement.

2. Transition: In all districts where the full sign image or any portion thereof changes, the change sequence must be accomplished by means of instantaneous repixelization. Fading, dissolving, scrolling, traveling, or any transition that creates the illusion of movement is prohibited.
3. Brightness: The dynamic display sign must not exceed a maximum illumination of ~~5,000~~ **6,500** nits (candelas per square meter) during daylight hours and a maximum illumination of 500 nits (candelas per square meter) between dusk to dawn as measured from the sign's face at maximum brightness.
4. Dimmer Control: Electronic graphic display signs must have an automatic dimmer control to produce a distinct illumination change from a higher illumination level to a lower level for the time period between one half-hour before sunset and one half-hour after sunrise.
5. Fluctuating or Flashing Illumination: No portion of any dynamic display sign may fluctuate in light intensity or use intermittent, strobe or moving light or light that changes in intensity in sudden transitory bursts, streams zooms, twinkles, sparkles, or in any manner that creates the illusion of movement.
6. Video Display: No portion of any dynamic display sign may change its message or background in a manner or by a method of display characterized by motion or pictorial imager, or depict action or a special effect to imitate movement, or the presentation of pictorials or graphics displayed in a progression of frames that give the illusion of motion or the illusion of moving objects, moving patterns, or bands of light or expanding or contracting shapes.
- ~~7. Time and Temperature: A display of time, date, and temperature must remain for at least 60 seconds before changing to a different display. However, individually, the time, date, or temperature information may change no more often than once every 10 seconds.~~
- 7. Conversion of Billboards: A permit may be obtained for a dynamic display for an existing lawful pre-existing non-conforming billboard provided the following requirements are met:**
 - 1. The sign owner enters into an agreement with the City regarding the design and operation of the new dynamic display which shall include the requirement for use of the billboard for public service announcements as provided below:**
 - a. The city is provided no less than twenty hours (9,000 eight-second spots) per month per dynamic display in the city for community and public service messages at times approved by the city.**
 - 2. Provided the sign owner complies with the permit requirements of this chapter, a digital/dynamic display sign permit for the designated off-site billboard sign will be issued. Said permit will allow a digital/dynamic display billboard to occupy one hundred percent (100%) of the existing copy and graphic area, but shall not be enlarged, and to change not more frequently than one time for every eight (8) second period. The dynamic display billboard sign shall meet all other requirements of this chapter.**

SECTION 5. Effective Date. This ordinance amendment to the Roseville City Code shall take effect upon passage and publication.

Passed this 25th day of November 2024.

Bench Handout 1 – Item 7g
11-25-2024

City of Roseville

ORDINANCE NO. ____

AN ORDINANCE AMENDING §1010.02 DEFINITIONS, §1010.03.C PROHIBITED SIGNS, §1010.03.D NON-CONFORMING SIGNS, and §1010.10 DYNAMIC DISPLAYS OF THE ROSEVILLE CITY CODE

The City Council of the City of Roseville does ordain:

SECTION 1. Section 1010.02, Definitions, is hereby amended to add a definition of billboard as provided below:

BILLBOARD: A permanent off-site or on-premise sign exceeding 200 square feet in area on a single face and which is used to advertise products, goods, services, ideas or noncommercial speech, including but not limited to such signs on which space is offered for lease or rent. This definition applies to the following five lawful pre-existing non-conforming billboards: 1) within the north end of the railroad right-of-way addressed as 508 Cleveland Avenue North, located south of County Road D and west of Interstate 35W, 2) within the Ramsey County right-of-way in the southeast corner of County Road C and Cleveland Avenue, 3) within the private parcel immediately east of 2560 Long Lake Road, 4) within the railroad right-of-way directly east of 2255 Walnut Street, and 5) atop the building at 2280 Hamline Avenue.

SECTION 2. Section 1010.03.C.8 (GENERAL PROVISIONS - Prohibited Signs) is hereby amended to read as follows:

8. The following specific signs shall be prohibited: off-site, flashing, mobile/portable, roof, rotating, and painted signs, banners, and new billboards. This prohibition on billboards shall not apply to the five lawful pre-existing non-conforming billboards as defined in this Chapter, including in the event that they are converted to a dynamic display subject to the provisions of 1010.10.A.7.

SECTION 3. Section 1010.03.D (GENERAL PROVISIONS – Non-Conforming Signs) is hereby amended to read as follows:

- D. Non-Conforming Signs: All nonconforming signs in existence on June 18, 2012, may continue subject to the provisions of Chapter 1011 of this Title and State Law. The five lawful pre-existing non-conforming billboards as defined in this Chapter shall be permitted to be converted with a dynamic display subject to the provisions of 1010.10.A.7.

SECTION 4. Section 1010.10 (DYNAMIC DISPLAYS) is hereby amended to read as follows:

- A. Dynamic Display: Any sign using a dynamic display, in whole or in part, must meet the following operational standards:

Bench Handout 1 – Item 7g

11-25-2024

1. Duration: In all districts, the full sign image or any portion thereof must have a minimum duration of ~~25~~ 8 seconds and must be a static display. No portion of the image may flash, scroll, twirl, change color, or in any manner imitate movement.
2. Transition: In all districts where the full sign image or any portion thereof changes, the change sequence must be accomplished by means of instantaneous repixelization. Fading, dissolving, scrolling, traveling, or any transition that creates the illusion of movement is prohibited.
3. Brightness: The dynamic display sign must not exceed a maximum illumination of ~~5,000~~ 6,500 nits (candelas per square meter) during daylight hours and a maximum illumination of 500 nits (candelas per square meter) between dusk to dawn as measured from the sign's face at maximum brightness.
4. Dimmer Control: Electronic graphic display signs must have an automatic dimmer control to produce a distinct illumination change from a higher illumination level to a lower level for the time period between one half-hour before sunset and one half-hour after sunrise.
5. Fluctuating or Flashing Illumination: No portion of any dynamic display sign may fluctuate in light intensity or use intermittent, strobe or moving light or light that changes in intensity in sudden transitory bursts, streams zooms, twinkles, sparkles, or in any manner that creates the illusion of movement.
6. Video Display: No portion of any dynamic display sign may change its message or background in a manner or by a method of display characterized by motion or pictorial imager, or depict action or a special effect to imitate movement, or the presentation of pictorials or graphics displayed in a progression of frames that give the illusion of motion or the illusion of moving objects, moving patterns, or bands of light or expanding or contracting shapes.
- ~~7. Time and Temperature: A display of time, date, and temperature must remain for at least 60 seconds before changing to a different display. However, individually, the time, date, or temperature information may change no more often than once every 10 seconds.~~
7. Conversion of Billboards: A permit must be obtained for a dynamic display for an existing lawful pre-existing non-conforming billboard provided the following requirements are met:
 - a. The sign owner enters into an agreement with the City regarding the design and operation of the new dynamic display which shall include the requirement for use of the billboard for public service announcements as provided below:
 - i. The city is provided no less than twenty hours (9,000 eight-second spots) per month per dynamic display in the city for community and public service messages at times approved by the city.
 - b. Provided the sign owner complies with the permit requirements of this chapter, a digital/dynamic display sign permit for the designated off-site billboard sign will be issued. Said permit will allow a digital/dynamic display billboard to occupy one hundred percent (100%) of the existing copy and graphic area. The dynamic display billboard sign shall meet all other requirements of this chapter.

Bench Handout 1 – Item 7g
11-25-2024

SECTION 5. Effective Date. This ordinance amendment to the Roseville City Code shall take effect upon passage and publication.

Passed this 25th day of November 2024.

(SEAL)

CITY OF ROSEVILLE

BY: _____

Daniel J. Roe, Mayor

ATTEST:

Patrick Trudgeon, City Manager

Bench Handout 2 - Item 7g

11-25-2024

B. Findings: The City of Roseville finds it is necessary for the promotion and preservation of the public health, safety, welfare, and aesthetics of the community that the construction, location, size, and maintenance of signs be controlled. Further, the City finds that:

1. Permanent and temporary signs have a direct impact on and relationship to the image of the community;
2. The manner of installation, location, and maintenance of signs affects the public health, safety, welfare, and aesthetics of the community;
3. An opportunity for viable identification of community businesses and institutions must be established;
4. The safety of motorists, cyclists, pedestrians, and other users of public streets and property is affected by the number, size, location, and appearance of signs that divert the attention of drivers;
5. Installation of signs suspended from, projecting over, or placed on the tops of buildings, walks, or other structures may constitute a hazard during periods of high winds and an obstacle to effective fire-fighting and other emergency service;
6. Uncontrolled and unlimited signs adversely impact the image and aesthetic attractiveness of the community and thereby undermine economic value and growth;
7. Uncontrolled and unlimited signs, particularly temporary signs that are commonly located within or adjacent to public right-of-way or are located at driveway/street intersections, result in roadside clutter and obstruction of views of oncoming traffic. This creates a hazard to drivers and pedestrians and also adversely impacts a logical flow of information;
8. Commercial signs are generally incompatible with residential uses and should be strictly limited in residential zoning districts; and
9. The right to express noncommercial opinions in any zoning district must be protected, subject to reasonable restrictions on size, height, location, and number.

1010.02: DEFINITIONS

A. Definitions: As used in this Chapter, the following words and terms shall have the meanings ascribed to them in this section:

1. SIGN: Any writing, pictorial presentation, number, illustration or decoration, flag, or other device that is used to announce, direct attention to, identify, advertise, or otherwise make anything known. The term “sign” shall not be deemed to include the terms “building” or “landscaping,” or any architectural embellishment of a building not intended to communicate information.
2. AREA IDENTIFICATION SIGN: A freestanding sign which identifies the name of, including but not limited to, a residential development, a multiple residential complex, a shopping center or shopping area, a business park, an industrial park, a building complex, or any combination thereof.
3. BALLON: A flexible, nonporous bag inflated with air or a gas lighter than air, such as helium.

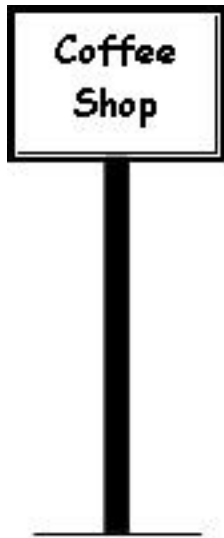
Bench Handout - Item 7g

- 2908 4. **BUILDING CANOPY OR AWNING:** A sign constructed of flexible translucent or fabric-type
2909 material that incorporates a written message or logo on the exterior. Building canopies shall be
2910 considered part of the wall area and thus shall not warrant additional sign area.
- 2911 5. **BUILDING COMPLEX:** A group of two or more buildings, planned or developed in a joint
2912 manner with shared parking facilities, regardless of whether such buildings or uses are located on
2913 the same lot or parcel.
- 2914 6. **COMMERCIAL SIGN:** Any sign that advertises or identifies a product, business, service, event,
2915 or any other matter of a commercial nature, and that seeks to draw attention to or promote a
2916 commercial, business, or economic interest or activity in contrast to noncommercial signs that
2917 expresses an opinion or viewpoint of a social or political nature.
- 2918 7. **CONSTRUCTION SIGN:** Any non-illuminated sign that displays information regarding the
2919 construction or development of the site on which it is displayed.
- 2920 8. **DIRECTIONAL SIGN:** A sign which contains no advertising and is intended to facilitate the safe
2921 movement of pedestrians and vehicles into, out of, and around the site on which the sign is
2922 located.



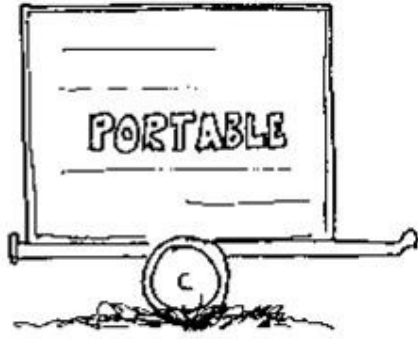
- 2923
- 2924 9. **DYNAMIC DISPLAY:** Any characteristics of a sign that appear to have movement or that appear
2925 to change, caused by any method other than physically removing and replacing the sign or its
2926 components, whether the apparent movement or change is in the display, the sign structure itself,
2927 or any other component of the sign. This includes a display that incorporates a technology or
2928 method allowing the sign face to change the image without having to physically or mechanically
2929 replace the sign face or its components. This also includes any rotating, revolving, moving,
2930 flashing, blinking, or animated display and any display that incorporates rotating panels, LED
2931 lights manipulated through digital input, "digital ink," or any other method or technology that
2932 allows the sign face to present a series of images or displays.
- 2933 10. **FLAG:** A piece of cloth or bunting varying in color and design, attached to a pole, used as a
2934 symbol, standard, emblem or insignia, or containing text other than that associated with a
2935 commercial, business, or economic interest or activity.
- 2936 11. **FREESTANDING SIGN:** Any sign not affixed to a building including but not limited to a ground
2937 sign, pole sign, pylon sign, or monument sign.

Bench Handout - Item 7g



- 2938
- 2939 12. GROUND SIGN: A sign mounted on the ground attached either to footings or a base with an
- 2940 open space between the ground and the sign face.
- 2941 13. HEIGHT OF FREESTANDING SIGN: The actual distance from the grade to the highest point of
- 2942 the sign, including any structure or architectural component of the sign.
- 2943 14. HOME OCCUPATION SIGN: A sign located at a residence advertising a business conducted in
- 2944 the residence or by persons residing in the residence.
- 2945 15. ILLUMINATION, INTERNAL: A light source within the sign.
- 2946 16. ILLUMINATION, EXTERNAL: A light source that is not internal to the sign.
- 2947 17. ILLUMINATED SIGN: A sign on or from which artificial light is directed.
- 2948 18. LOGO: An identifying graphic that may or may not be a registered trademark.
- 2949 19. MASTER SIGN PLAN: Written document describing all proposed signs regarding a specific site,
- 2950 development, or complex, submitted by the owner/manager, including all types of signs/signage
- 2951 desired, reviewed, and approved by the City, and shall at a minimum include sign type, location,
- 2952 and size illustrations.
- 2953 20. MOBILE SIGN (also referred to as Portable Sign): A sign designed or intended to be moved or
- 2954 transported by trailer or on wheels. A sign may be a mobile sign even if it has wheels removed,
- 2955 was designed without wheels, or is attached temporarily to the ground, a structure, or other sign.
- 2956 Signs mounted on a vehicle for advertising purposes, when the vehicle is parked and visible from
- 2957 public right-of-way, except signs identifying a business when the vehicle is being used in the
- 2958 normal day-to-day operation of that business.

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21. MONUMENT SIGN: A freestanding sign located directly at grade.



22. NAMEPLATE SIGN: A wall sign that states only the name or address or both of the business or occupant of the lot where such sign is placed. Letters and/or numbers must be at least 4 inches in height, and the maximum sign area shall not exceed 4 square feet.



23. NON-COMMERCIAL SIGN: Communicative devices that express an opinion or viewpoint of a social or political nature in contrast to commercial signs that seek to draw attention to or promote a commercial, business, or economic interest or activity.

24. NON-CONFORMING SIGN: A sign that lawfully existed prior to June 18, 2012, but does not conform to this chapter.

25. OFF-SITE SIGN: A sign that advertises any business, product, person, event, or service conducted, sold, manufactured, or located off the premises where the sign is located.

26. PAINTED SIGN: A sign painted directly on the outside wall or roof of a building or on a fence, rock, or similar structure or feature in any zoning district.

27. PENNANTS (also referred to as streamer): Pieces of cloth, paper, or plastic that do not include any written or graphical, or other form of copy and are intended to be individually supported or attached to each other by means of rope, string or other material, and are intended to be hung on buildings or other structures or between poles.

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2979 28. PERMANENT SIGN: Any sign that is displayed or intended for display for an indefinite period
2980 of time.

2981 29. POLE SIGN: A sign that is mounted at or near the top of a single or multiple poles.

2982 30. POLITICAL SIGN: A sign announcing candidates seeking political office or issues to be voted
2983 upon at a political election.

2984 31. PORTABLE SIGN: See Mobile Sign.

2985 32. PROJECTING SIGN: A wall sign that protrudes horizontally more than 1 foot from the wall to
2986 which it is attached.



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2988 33. PYLON SIGN: A freestanding sign supported by its own structure and not attached to any
2989 building.

2990 34. READERBOARD SIGN: A sign where the message is changeable with letters or numbers.

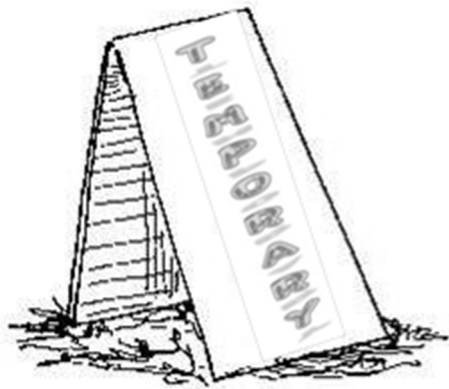
2991 35. REAL ESTATE SIGN: Any sign pertaining to the sale, lease, or rental of land or buildings.

2992 36. SEARCHLIGHT: A powerful light or lights equipped with a reflector to produce a bright beam or
2993 beams.

2994 37. SPECIAL EVENT DEVICE: Any sign, searchlight, laser display, or other attention-getting
2995 device used in conjunction with a special event.

2996 38. TEMPORARY SIGN: A sign that is designed or intended to be displayed for a short period of
2997 time and is not permanently installed. This includes A or T - frame signs, sandwich, curb signs,
2998 and balloons.

Bench Handout - Item 7g



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39. UNDER CANOPY SIGN: Any sign hanging below a building canopy, awning, or building overhang.

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40. UNIFIED DEVELOPMENT: A development of three or more principal structures with common characteristics as determined by the City. Common characteristics may include shared access, similar architecture, single ownership, or history of site plan review approval.

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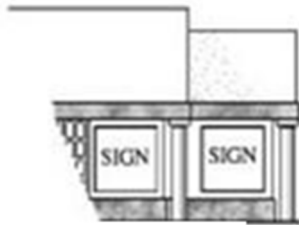
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41. WALL SIGN: A sign constructed on a panel attached to a structure or raised letters or symbols attached to a wall or combination thereof. No part of such a sign is painted on the wall surface.

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42. WINDOW SIGN: Any sign placed on the interior of a window or painted on a window such that it can be read from the outside of the building.



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43. WINDSOCK A large roughly conical device open at both ends and attached to a stand by a pivot so that the wind blows through it, not including devices used for navigational purposes.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 7.h.

Department Approval



City Manager Approval



Item Description: Adopt Parks and Recreation Natural Resources Master Plan Update

Background

The Parks and Recreation Department has demonstrated a longstanding commitment to the stewardship of its natural resources, with efforts dating back over two decades. This dedication began with the development of the City's first Natural Resources Management Plan in 2002 and continued through major investments in the 2013 Natural Resources Renewal Program (NRR), funded as part of the Parks Renewal Program. This initiative, backed by community support, enabled ecological restoration across much of the City's parks system and focused on invasive species removal, native vegetation planting, and volunteer engagement. The City also developed a Best Maintenance Practices Manual in 2014 to guide sustainable management practices. These efforts have successfully enhanced Roseville's parklands, making them ecologically more resilient spaces that support community health and well-being.

In 2023, as the City reached the end its initial project list, staff, the Parks and Recreation Commission, and City Council began to discuss next steps to ensure continued progress and sustainability for our community's natural spaces. On December 4, 2023, the City entered into an agreement with Stantec Environmental Consulting to update the City's Natural Resources Master Plan (attachment 2). Updating this plan was important to ensure that the City's approach to natural resources management is intentional, efficient, and effective moving forward, and that it aligns with the current needs and wishes of the community. Additionally, progressing through an updated Master Plan will make the City a better candidate for natural resource grant funding in the future.

The ten-month plan update process included:

- A condition assessment and situation update of Roseville's Natural Resources.
- Engagement with Roseville residents regarding the direction of the Master Plan, including goals and policies.
- The creation of a list of projects for the City to undertake in the coming years to maintain and continue to improve our natural spaces.
- The creation of a new, updated Natural Resources Master Plan.

Key Features of the 2024 Natural Resources Management Plan (2024NRMP)

The updated NRMMP includes:

- A revised **Vision** focused on accessible, educational, and ecologically resilient parks: *Our vision for the future of Natural Resources Management in Roseville Parks is to create accessible, educational, and peaceful natural areas that foster a deep connection with nature. We aim to preserve and restore native plants and habitats, maintain biodiversity, and implement sustainable practices to combat emerging environmental challenges. By establishing connected corridors and unique natural experiences, we will ensure our parks remain healthy, beautiful, and biologically diverse spaces for all residents to enjoy.*
- Specific **Goals** and implementation **policies** (Attachment 1, page 6). Goals include:
 - **Goal 1:** Preserve, restore, and maintain significant natural resources, lakes, ponds, wetlands, open spaces, wooded areas, wildlife habitats, and trees as integral aspects of the parks system.
 - **Goal 2:** Promote community involvement in natural resources management.
 - **Goal 3:** Prioritize both short-term and long-term natural resource management planning and collaboration with partners.
- A current **condition assessment** (Attachment 1, page 9)
- **Project List and Field Maps** for actionable, site-specific management (Attachment 1, summary page 5, list appendix E).
- **Volunteer Steward Program Recommendations** to support ongoing stewardship efforts (Attachment 1, page 19).
- Short, Mid, and Long-Term **Restoration and Management Recommendations** (Attachment 1, page 21)

The 2024 Natural Resources Management Master Plan positions Roseville to build on its successes by strategically guiding natural resources management over the next decade. With updated goals, policies, and actionable projects, this plan enables Roseville to preserve and enhance its natural spaces while fostering community involvement and promoting biodiversity. As environmental challenges evolve, this plan ensures that Roseville's parks remain vibrant, resilient, and accessible to all. Adopting the 2024 NRMMP demonstrates Roseville's commitment to sustainable practices and community well-being, providing a roadmap for impactful and lasting stewardship of the City's natural resources.

Policy Objectives

The 2024 NRMMP aligns with Roseville's commitment to environmental sustainability and community well-being, as reflected in the City's System Master Plan and the 2040 Comprehensive Plan. The new plan also supports racial equity by considering historically underrepresented areas when prioritizing natural resource projects.

Equity Impact Summary

The 2024 Natural Resources Management Master Plan (NRMMP) aligns with Roseville's commitment to environmental equity by fostering inclusive access to natural spaces, regardless of race, income, or neighborhood location. Through public engagement and input, the plan reflects community priorities, ensuring that the benefits of preserved and enhanced natural resources are shared equitably among all residents.

The NRMMP includes a focus on historically underrepresented communities, providing additional consideration when prioritizing natural resource projects in these areas. Enhanced volunteer and educational opportunities aim to empower diverse groups,

enabling broader participation in environmental stewardship. As climate and environmental changes disproportionately affect marginalized communities, Roseville's strategic focus on building resilience in its natural spaces helps mitigate these impacts, fostering a healthier, more inclusive community for both current and future generations.

Budget Implications

The Natural Resources Management Plan outlines an estimated \$850,000 in projects to be completed on its project list. Following the plan's adoption, staff will begin sequencing the proposed projects to align with available resources and the prioritization outlined in the plan (Policy 3.4). It is anticipated that some of the projects can be accomplished in part with grant funds. It is preliminarily expected that an annual Capitol Improvement Program (CIP) allocation of \$100,000 to \$125,000 will be needed to complete all of the outlined projects.

Staff Recommendations

Provide questions or feedback to staff. If specific changes are not requested, consider a motion to adopt the 2024 Natural Resources Management Master Plan.

Requested Council Action

Provide questions or feedback to staff. If specific changes are not requested, consider a motion to adopt the 2024 Natural Resources Management Master Plan.

Prepared by: Matthew L. Johnson, Parks and Recreation Director

Attachments:

1. DRAFT 2024 Natural Resources Management Plan
2. December 4, 2023 Meeting Minutes (Excerpt)
3. Presentation

Roseville Parks Natural Resources Management Master Plan

Prepared for:
City of Roseville, MN

November 19, 2024

Prepared by:
Stantec Consulting Services, Inc

Project/File:
227706790



Roseville Parks Natural Resources Management Master Plan

The conclusions in the Report titled Roseville Parks Natural Resources Management Master Plan are Stantec's professional opinion, as of the time of the Report, and concerning the scope described in the Report. The opinions in the document are based on conditions and information existing at the time the scope of work was conducted and do not take into account any subsequent changes. The Report relates solely to the specific project for which Stantec was retained and the stated purpose for which the Report was prepared. The Report is not to be used or relied on for any variation or extension of the project, or for any other project or purpose, and any unauthorized use or reliance is at the recipient's own risk.

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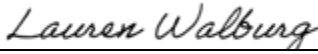
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Larissa Mottl, Senior Ecologist

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Lauren Walburg, Urban Planner

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Paul Bockenstedt, Senior Ecologist/Project Manager

Printed Name



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Executive Summary

The 2024 Parks and Recreation Natural Resources Management Plan serves as a springboard for the City's next decade of natural resources management. This plan establishes the current-status of Roseville's natural resources, outlines guiding principles and approaches, and provides a list of impactful future projects. Engaging residents was also a central focus, ensuring alignment with the community's values and vision.

Vision, Goals, and Policies

High-level vision, goals, and policies were updated as part of this project to guide the city's natural resources management work. Policies were updated or added with input from a citizen Technical Advisory Committee to provide more specific expectations for accomplishing each goal.

Vision: Our vision for the future of Natural Resources Management in Roseville Parks is to create accessible, educational, and peaceful natural areas that foster a deep connection with nature. We aim to preserve and restore native plants and habitats, maintain biodiversity, and implement sustainable practices to combat emerging environmental challenges. By establishing connected corridors and unique natural experiences, we will ensure our parks remain healthy, beautiful, and biologically diverse spaces for all residents to enjoy.

Goal 1: Preserve, restore, and maintain significant natural resources, lakes, ponds, wetlands, open spaces, wooded areas, wildlife habitats, and trees as integral aspects of the parks system.

Goal 2: Promote community involvement in natural resources management.

Goal 3: Prioritize both short-term and long-term natural resource management planning and collaboration with partners.

2024 Park Natural Area Field Assessments

Park natural area field assessments conducted in late spring and early summer 2024 indicated that Roseville has made remarkable progress over the last decade on Goal 1, with the most notable strides in upland areas. Positive signs of desirable management and restoration outcomes included sparse cover by invasive shrubs and relatively high native plant cover in many areas. Both conditions are important indicators of more stable, resilient, and sustainable plant communities, higher quality wildlife habitat, and better water resource protection.

Some field observations indicated that more management and restoration effort is needed. While native plant cover was relatively high for many upland management units, species richness was often low. Nonnative, invasive plants (trees, shrubs, and/or herbaceous species) still provide the dominant vegetation cover in some areas, including in park wetlands. Wetlands and waterbodies continue to be



Roseville Parks Natural Resources Management Master Plan

Executive Summary

plagued by invasive plants, altered hydrology, fluctuating water levels, excessive nutrients, and other disturbances.

Restoration and Management Recommendations

Several high-level restoration and management recommendations are provided in this plan for sustaining past gains and continuing to improve park natural resources. These include continuing or enhancing current efforts, adding on-the-ground activities, involving volunteers in more ways, conducting focused planning for forest stewardship, and increasing city staffing to meet the needs of forest planning and the volunteer stewardship network. Many of the recommendations are immediately actionable based on existing city resources. Others are actions to implement within the next 5 years. Longer-term planning is recommended for addressing improvements to wetland and aquatic resources in park natural areas.

A detailed project list was developed to identify, prioritize, and guide very specific management and restoration activities for each park management unit over the next 5 or more years. The project list details management activities, along with specific objectives, timing, labor, supply/equipment needs, and cost estimates for each activity. The list will serve as a go-to for involving volunteers and pursuing grant funding for near-term implementation. The project list should be reviewed and updated at least annually to reflect progress made on achieving management objectives.

Volunteer Stewardship Program

In order to effectively manage the wide array of natural areas throughout Roseville, the City has implemented a Stewardship program that allows volunteers, staff and contractors to contribute in an organized, planned manner. This structure allows residents and other park users to get involved in the preservation of their natural spaces, while also ensuring that the work that has been completed as part of the Natural Resources Restoration program is maintained in the long-term. Continuation and expansion of this program will continue to be an integral part of achieving a successful Natural Resources Management Plan.



Acronyms / Abbreviations

BMP	Best Management Practice
DNR	Department of Natural Resources
EDRR	Early Detection and Rapid Response
IPM	Invasive Plant Management
NRM	Natural Resources Management
NRR	Natural Resources Restoration (Parks Renewal Program component)
PRP	Parks Renewal Program
TAC	Technical Advisory Committee



Roseville Parks Natural Resources Management Master Plan

1 Introduction

1 Introduction

The City of Roseville's Parks and Recreation Department is proud to present the updated Natural Resources Management Master Plan. This plan builds on the foundation that was initially established in 2000 with Roseville's first Natural Resources Management Plan, refined in 2014 with the Parks Natural Areas Maintenance Practices Manual and ultimately executed through the 2014 - 2023 Natural Resources Renewal Program.

In the past 25 years, Roseville has made significant strides in restoring and maintaining a diverse range of natural areas, including prairies, wetlands, savannas, and forests. This program has supported not only the preservation of native species and habitats but has also provided accessible, beautiful spaces for community connection and recreation.

This 2024 update reaffirms our dedication to managing these natural resources with both a scientific and community-oriented approach. Guided by updated goals and policies, and informed by extensive field assessments and public input, this plan is designed to address the evolving ecological challenges and opportunities in Roseville. Key areas of focus include continued invasive species management, habitat restoration, climate resilience, and the expansion of volunteer stewardship initiatives. The updated plan also introduces a project list detailing prioritized actions for each park area, ensuring a practical roadmap for the next decade and beyond.

As we look to 2025 and beyond, new challenges such as density, biological pests, and climate change will increasingly put pressure on our community's natural resources. Concurrently, societal pressures such as increased mental health challenges, technological addiction, and increased social isolation make it more important than ever that Roseville's residents and visitors have access to the documented health benefits that high quality natural resources provide.

As Roseville moves forward, we remain committed to adaptive management, utilizing the latest ecological science to guide decisions, monitor outcomes, and adjust practices as necessary. By engaging residents, experts, and partners, we aim to foster a deeper connection with Roseville's natural spaces, preserving these valuable resources for current and future generations.

Matthew L. Johnson
Parks and Recreation Director
November 8, 2024



Roseville Parks Natural Resources Management Master Plan

1 Introduction

1.1 Parks Renewal Program

In 2010, the citizens of Roseville approved by vote for the City to issue bonds for the purpose of undertaking a Parks Renewal Program (PRP). This \$19.1M effort involved updating and refurbishing park infrastructure, including features such as play structures, parking lots, buildings and similar. The PRP included a \$1.5 million Natural Resources Restoration (NRR) for the restoration of natural areas and natural resource features within Roseville's parks.

The PRP NRR effort actively managed natural resources restoration projects in a variety of natural areas from 2014 to 2023, including prairie/savanna, native forest, mixed hardwood forest, wetlands, in-lake management, shoreline restoration and similar. The purpose of the PRP was to provide an initial focused effort to restore park natural areas and improve their overall quality to the point where those areas could be maintained with consistent, but less intense, effort into the future.

A Roseville Parks Natural Areas Best Maintenance Practices manual (hereafter "2014 BMP Manual") was developed in 2014 to provide a summary of natural areas management approaches, tools, and techniques that were intended to maintain or improve the overall quality of natural areas in Roseville's parks following the initial restoration effort provided by the PRP. The manual recommended maintenance activities based on thoughtful application of existing scientific knowledge about restoration ecology, knowledge of current conditions in Roseville's parks and known influential factors as of 2014, as well as anticipated post-restoration conditions after PRP implementation.

The 2014 BMP Manual highlighted key principles in ecological restoration that were adapted from a report on *Ecological Restoration for Protected Areas: Principles, Guidelines and Best Practices* by the International Union for the Conservation of Nature (Keenleyside *et al.* 2012). Those key principles are as relevant in 2024 as they were a decade ago. They are highlighted again here to underscore the numerous ways in which Roseville successfully applied those ecological restoration principles through PRP implementation and intends to apply them going forward.

Successful ecological restoration strives to achieve the principles of being **Effective, Efficient, and Engaging**:

- **Effective** ecological restoration for protected areas is restoration that maintains or improves the values of a protected area.
 - Identifying when restoration is the best option.
 - Re-establishing ecosystem structure, function and composition.
 - Maximizing the contribution of restoration actions by enhancing resilience (e.g., to climate change).
 - Restoring connectivity within and beyond the boundaries of protected areas.



Roseville Parks Natural Resources Management Master Plan

1 Introduction

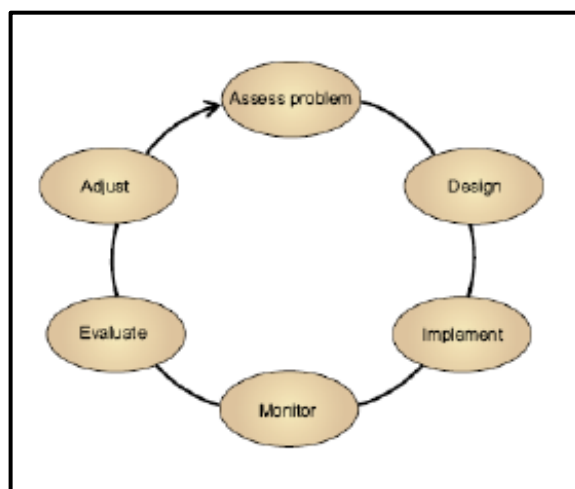
- Encouraging and re-establishing traditional cultural values and practices that contribute to the ecological, social and cultural sustainability of the protected area and its surroundings.
- Using research and monitoring, including from traditional ecological knowledge, to maximize restoration success.
- **Efficient** ecological restoration for protected areas is restoration that maximizes beneficial outcomes while minimizing costs in time, resources, and effort.
 - Consider restoration goals and objectives from system-wide to neighborhood scales, as well as interactions with resources outside of the city.
 - Ensure long-term capacity and support for maintenance and monitoring of natural areas restoration by the City.
 - Contribute to multiple ecosystem service benefits such as improved water and air quality, improved resilience from changes in climate and other disturbances, increased recreational and educational opportunities, and others.
 - Integrate and coordinate with policies and programming of other responsible agencies, nongovernmental groups and other potential partners.
- **Engaging** ecological restoration for protected areas is restoration that collaborates with partners and stakeholders, promotes participation, and enhances visitor experience.
 - Collaborate with residents, volunteers, corporations, watersheds, county conservation agencies, universities, and other partners/stakeholders in planning, implementation, and evaluation.
 - Learn collaboratively and build capacity in support of continued engagement in ecological restoration initiatives.
 - Communicate effectively to support the overall ecological restoration process.
 - Provide experiential opportunities through hands-on restoration and passive recreation in managed natural areas that strengthens the sense of connection with and stewardship of City parks and open space natural areas.



Roseville Parks Natural Resources Management Master Plan

1 Introduction

Adaptive Management is also a key concept in natural areas management and a key approach to ecosystem restoration that is described in detail in the 2014 BMP Manual. Adaptive management recognizes uncertainties, embraces multiple problem-solving strategies, and allows for adjustments to be made along the way. By combining research and active management, adaptive management allows the lessons from current work to be applied to future projects. Essentially, adaptive management utilizes periodic monitoring as feedback to guide adjustments in tools, techniques, and timing used in the restoration process in any particular area. *Adaptive management centers on the six-step process shown at right.*



As part of implementation of the Parks Renewal Program, Roseville used an adaptive management approach for park natural areas. The City (1) **assessed** the conditions of natural resources in Roseville's parks (2002 and 2014), (2) **designed** a project list to address restoration and management needs using the ecological restoration principles described above, (3) **implemented** the projects (also using the ecological restoration principles and guidance in the 2014 BMP Manual, and (4) **monitored** results (involving researchers and citizen scientists in the process).

In 2024, Roseville pursued the next steps in the adaptive management process to: (5) **re-evaluate** the conditions of park natural resources post-PRP implementation, and (6) **adjust** (and re-prioritize) restoration efforts as needed based on those evaluations.

1.2 2024 Natural Resources Management Master Planning Overview

As the PRP NRR projects and funding ended in 2023, the City initiated a planning process to update a Master Plan in 2024 for Natural Resources Management (NRM) in Roseville parks going forward. One of three key objectives for the NRM planning process was to update the vision, goals, and policies for park system-wide natural resources management (summarized in Chapters 2 and 3).

A second objective for the 2024 planning process, in keeping with Roseville's adaptive management approach, was to understand current conditions in each park natural area (summarized in Chapter 4). Field assessments, primarily focused on vegetation quality and composition, were conducted in late spring/early summer 2024 to inform development of an updated NRM Project List. The format of the PRP 2013 NRM Project List was determined to be a successful tool for planning and implementation, so the 2024 effort built upon the content and organization of that document. Development of the 2024 NRM



Roseville Parks Natural Resources Management Master Plan

2 Technical Advisory Committee (TAC)

Project List is summarized in Chapter 5. The City intends to use the project list to prioritize, budget, and implement management and ecological restoration efforts over the next 5-10 years.

A third objective for the 2024 planning process was to support and expand upon community involvement in park natural resources stewardship. This included considering ways to support, grow, and enhance the existing Volunteer Stewardship Program. For example, special attention was to be given during the 2024 field assessments and project planning process to identifying projects and specific activities well-suited for volunteers. As such, specific activities for volunteers were incorporated into the NRM Project List (Chapter 5). Ideas for growth and enhancement of the Volunteer Stewardship Program that were contributed by the TAC and supplemented by City staff and Stantec are summarized in Chapter 6.

Lastly, Chapter 7 provides high-level ecological restoration and management recommendations for the City of Roseville based upon the updated vision, goals, and policies, the results of the NRM field assessments, and the 2024 NRM Project List. Many of the recommendations re-emphasize or build upon the natural area maintenance practices described in the 2014 BMP Manual.

2 Technical Advisory Committee (TAC)

A Technical Advisory Committee (TAC) was formed to guide the Natural Resources Management (NRM) Master Plan update and to provide high-level community input on the direction of future NRM in Roseville. The TAC was formed through an open application process, with the city opting to select all 18 applicants to be part of the TAC process. The purpose of the TAC was to brainstorm and vet ideas at three key intervals throughout the planning process.

The first TAC meeting was held in April 2024. The agenda for the meeting included an introduction to the NRM planning process, a discussion of roles and responsibilities for the TAC, and a discussion of high-level goals for natural resources management in Roseville. The TAC was also given the opportunity to provide input on the park field assessment process to be conducted as part of development of an updated NRM Project List. All meeting presentations and summaries can be found in **Appendix A**.

The second TAC meeting occurred in July 2024 and focused on refining the vision, goals, and strategies for park NRM, as well as refinement of the NRM Project List. This TAC meeting included two breakout groups to gain more input on those topics. Additionally, The TAC was presented with a summary of the park field assessments. The outcomes of this TAC meeting included refinements to the vision, goals and policies as well as the 2024 NRM Project List.

The third TAC meeting was held in September 2024 and focused on finalizing the vision, goals and policies, as well as a discussion of the future of the volunteer program. The TAC specifically discussed elements that work well, and elements to improve with the volunteer program. The outcomes of this TAC included suggestions for the volunteer program and further revisions to the vision, goals, and policies.



Roseville Parks Natural Resources Management Master Plan

3 Vision, Goals, and Policies

Roseville Parks and Recreation staff would like to explicitly thank the Technical Advisory Committee who volunteered their time, knowledge and energy to the successful creation of the 2024 Natural Resources Management Plan.

3 Vision, Goals, and Policies

The TAC, City and consultant staff created and revised a high-level vision, goals, and policies to guide the city's Natural Resources Management work. The intent is that these will be adopted and used as high-level guidance for day-to-day decision-making.

3.1 Vision

Our vision for the future of Natural Resources Management in Roseville Parks is to create accessible, educational, and peaceful natural areas that foster a deep connection with nature. We aim to preserve and restore native plants and habitats, maintain biodiversity, and implement sustainable practices to combat emerging environmental challenges. By establishing connected corridors and unique natural experiences, we will ensure our parks remain healthy, beautiful, and biologically diverse spaces for all residents to enjoy.

3.2 Goals and Policies

The goals and policies offer more specificity than the vision on how Roseville will conduct Natural Resources Management, direct the volunteer program, and further plan and develop key partnerships. The goals and policies can be used to create a more detailed work plan to guide day-to-day work. The 2024 NRM Project List will serve as a key component of that work plan.

Goal 1: Preserve, restore, and maintain significant natural resources, lakes, ponds, wetlands, open spaces, wooded areas, wildlife habitats, and trees as integral aspects of the parks system.

Policy 1.1: Encourage dedication and acquisition of parks, open spaces, and trails in new development and redevelopment areas; especially those that preserve natural resources and/or adjacent to other natural areas, thereby providing corridors for wildlife and contiguous habitat.

Policy 1.2: Preserve and restore natural open and wooded areas in the Roseville park system.

Policy 1.3: Take an integrated approach to natural resources management based on current ecological restoration science that considers available tools (i.e., prevention, physical, biological, cultural and chemical) and factors such as cost, impact on natural resources, and maintenance objectives. Tools, timing and methods of natural resources management shall be applied responsibly, with attention to improving natural areas while minimizing adverse impacts on the environment, wildlife, and public health.



Roseville Parks Natural Resources Management Master Plan

3 Vision, Goals, and Policies

Policy 1.4: Support a robust forestry management program to ensure that Roseville has an aesthetically pleasing and environmentally critical tree population in its parks, open spaces, boulevards, and other City property. Proactively manage the community's public tree population as a vital natural resource by periodically performing condition assessment and inventory and pro-active planning and execution of planting, care and /or diseased tree removal.

Policy 1.5: Promote biodiversity and native vegetation over nonnative/invasive vegetation. Where possible without adversely impacting site use, identify opportunities to utilize low maintenance native vegetation, as opposed to traditional "turf."

Policy 1.6: Balance park use and park activities with the protection and restoration of natural habitat.

Policy 1.7: Protect parks and natural spaces by addressing issues of encroachment, including alteration of park spaces without permit and modification of public lands for personal use.

Policy 1.8: Integrate climate resilience into all aspects of natural resources management planning by implementing sustainable practices and species management that is cognizant of a warming world, and anticipates and incorporates future climate conditions.

Policy 1.9: Conduct maintenance practices with guidance from the 2014 Parks Natural Areas Maintenance Practices document, or subsequent update to this document.

Goal 2: Promote community involvement in natural resources management.

Policy 2.1: Develop and implement strategies that allow the community to be involved in data management including photo monitoring, crowd source data collection and others.

Policy 2.2: Provide community environmental education programs to increase the community's awareness, understanding, and appreciation of natural areas, including the importance of natural habitats and native landscaping in public and private spaces.

Policy 2.3: Develop programs and systems that allow for volunteerism for natural resource management and education for all ages and abilities, including students, scout groups, adopt-a-park and others.

Policy 2.4: Provide dedicated staff support and funding to enhancing the natural resources program including programming, events, and volunteer opportunities.

Policy 2.5: The current scope of the City's natural resources work is on City-owned property. Where practical, develop methods (including education, resources, and links to funding opportunities) to empower private residents to improve their natural spaces.



Roseville Parks Natural Resources Management Master Plan

3 Vision, Goals, and Policies

Goal 3: Prioritize both short-term and long-term natural resource management planning and collaboration with partners.

Policy 3.1: Create, adopt, and use Natural Resources Management Plans to preserve, restore, and manage the significant natural resources in the park system.

Policy 3.2: Periodically review and update the Natural Resources Management Manual including assessing status of benchmarks, reviewing goals and policies, and methodology.

Policy 3.3: Develop and update the Natural Resources Program project list at least every ten years, with regular interim review of the list. Ensure that sufficient funds are available for execution of necessary work through grants, CIP and operating funds.

Policy 3.4: Prioritize projects on the Natural Resources Program project list using a stacked benefits approach based primarily on the following criteria: quality of existing natural communities, restoration potential, ecological connectivity, sustainability, social equity, funding options, potential efficiencies, volunteer stewardship opportunities, and urgency related to maintaining and building upon past project gains and investments.

Policy 3.5: Cooperate with the three watershed districts with jurisdiction over parks in Roseville to effect water quality improvement projects within parks, and to create landscapes that are sensitive to stormwater management goals for park lands. Work with the watershed districts to add features to parks that help park users appreciate the water quality improvements, focusing on features such as overlooks or seating areas that take advantage of view to surface water features, with educational and interpretive signage aimed at creating a better understanding of the need for attending to water quality in our parks and in the community. Work with the watershed districts to create park-like environments surrounding water quality improvement projects and stormwater management basins in non-park areas that are accessible to Roseville residents and the community's working population.



4 Park Field Assessment Results

Park field assessment methods are detailed in **Appendix B**. Key field assessment results and summary observations are provided in this chapter. Each result is paired with a performance indicator statement describing the degree of progress Roseville has made over the last decade towards achieving Goal 1.

Goal 1: Preserve, restore, and maintain significant natural resources, lakes, ponds, wetlands, open spaces, wooded areas, wildlife habitats, and trees as integral aspects of the parks system.

Performance indicators are categorized as having a (1) positive trend, (2) needing improvement, or (3) as an NRM planning consideration. “Positive trend” indicators suggest that Roseville has made good progress towards restoring and maintaining park natural areas. Examples of positive trends for NRM include reduced invasive shrub cover and increased native ground cover in many parks and management units.

Some of the assessment results indicate continued need for improvement. The “needs improvement” indicator suggests that continued effort, and potentially more intense effort and increased resources, are needed to achieve desired outcomes. For example, increased and sustained effort and resources are needed to address some of the herbaceous invasive plant infestations (such as celandine at Reservoir Woods).

Lastly, a “planning consideration” statement is included where field observations indicated that more comprehensive planning is needed to address larger-scale or system-wide natural resources management challenges going forward. Examples include restoring and maintaining diverse wetlands and planning for forest regeneration and invasive tree removal. Planning considerations were also noted for smaller scale challenges that can be addressed at the project site-specific scale when the City is detailing plans for implementation. Some of those site-specific planning needs and resources may come with an upfront additional cost but are critical for sustainable restoration outcomes.



Roseville Parks Natural Resources Management Master Plan
4 Park Field Assessment Results

Most of Roseville's park natural areas show clear positive impacts from past and ongoing management efforts to control invasive shrubs.

Woodland and forest communities that have had five or more years of consistent effort to control invasive shrubs often had open understories with commonly occurring native shrubs, saplings, and seedlings, with only rare or scattered occurrences of invasive shrubs (buckthorn, honeysuckle, and others). Following invasive shrub removal, native shrubs have been re-establishing and providing better wildlife habitat and native saplings are better poised for canopy regeneration.

- **Positive Trend:** Where consistent management of woody invasive shrubs in Roseville's parks has occurred in management units over multiple years, the City has been effective in nearly eradicating them.



Oak woodland with native ground cover at Reservoir Woods (May 17, 2024)



Roseville Parks Natural Resources Management Master Plan

4 Park Field Assessment Results

Nonnative, invasive shrubs were present in over 80% of management units, however, invasive shrub cover is sparse in many of those units.

Common buckthorn was the most frequently occurring invasive shrub. Others included Tartarian honeysuckle, burning bush, and Siberian pea shrub. Glossy buckthorn was abundant within a few wetlands with floating peat mats at Acorn, Reservoir Woods, and the Harriet Alexander Nature Center.

- **Positive Trend:** Ongoing effort is needed to continue managing and reducing invasive shrub cover. Deploying a strategy of Early Detection and Rapid Response (EDRR) will help prevent seed production and spread within parks and curb re-colonization from off-site seed sources.

Materion Park (May 16, 2024)
with sparse invasive shrub cover



Nonnative, invasive pests and pathogens are impacting the forest canopy in most wooded management units.

Green ash trees that have been infested by Emerald Ash Borer (EAB) are dead or dying at most parks. Elm trees have died due to Dutch elm disease; a disease that will continue to impact the remaining elms in wooded management units over time. Oaks are declining in some parks as a result of age and/or disease, including at Reservoir Woods, which has the largest extent of remnant oak woodland and savanna in the park system.

- **Planning Consideration:** A forest management plan is needed to develop a comprehensive approach for managing removals of invasive trees, diseased trees, and standing dead trees (snags) and reducing accumulation of down dead wood. Planning is also needed to proactively guide regeneration of desirable trees through silvicultural practices such as selectively thinning natural regeneration, managing pests and pathogens where feasible, and supplemental planting.



Roseville Parks Natural Resources Management Master Plan

4 Park Field Assessment Results

Nonnative, invasive trees are present in over 65% of wooded management units.

Nonnative, invasive trees, including Siberian elm, white mulberry, black locust, Amur maple, Amur corktree, and white poplar occur in the park natural areas. For some management units, invasive trees were the dominant canopy cover. The invasive trees were also present as seedlings and saplings in woodland/forest understories and in open habitats.

- **Needs Improvement:** Invasive trees are occupying space where native trees could be providing significantly higher quality habitat for wildlife, enhancing biodiversity, and contributing to greater public benefits. Additionally, the invasive trees are seed sources for spread within and beyond park boundaries.

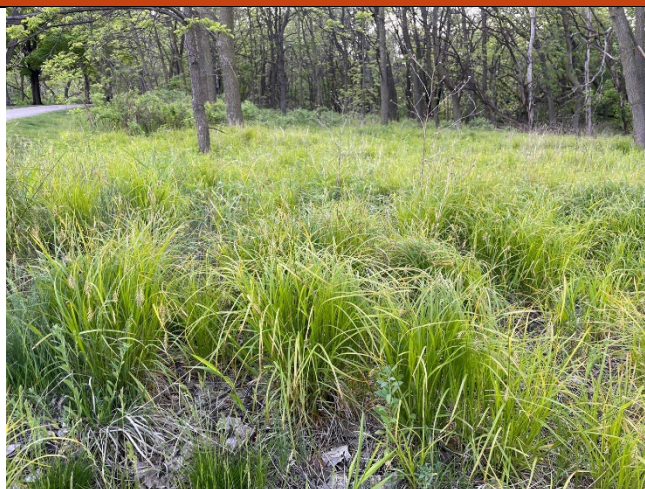
*Canopy cover by invasive black locust at
Cottontail Park (May 13, 2024)*



Managed upland areas were showing signs of natural regeneration by woody and herbaceous species, such as self-sowing and spreading.

- **Positive Trend:** Plant communities are gaining the resilience they need for surviving (and thriving) through periodic disturbances, changing weather patterns, and Minnesota's changing climate, among other factors.

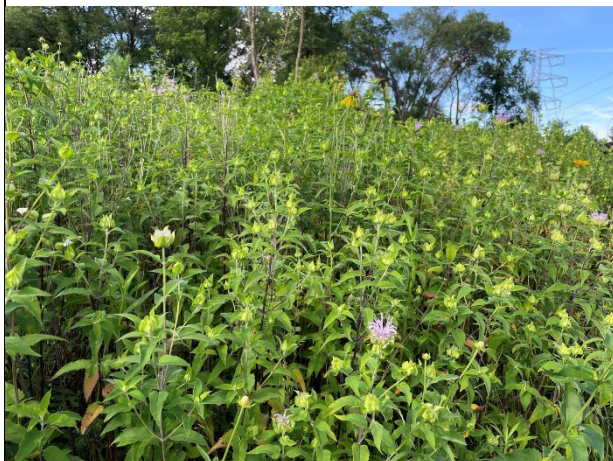
*Sprengel's sedge at **Willow Pond Park**
(May 16, 2024)*



Roseville Parks Natural Resources Management Master Plan
4 Park Field Assessment Results

Seeded and planted native herbaceous species (grasses and wildflowers) have established in all of the vegetation cover types, with the planted species comprising over 75% of the ground cover in many of the management units.

- **Positive Trend:** Seeding and planting have been effective (and necessary) ways to increase plant diversity and plant community resilience. Very few native herbaceous species are otherwise present within or nearby to re-colonize park natural areas following invasive plant removal.



*Native wildflowers and grasses at **Central Park** (at left, July 5, 2024)
and **Langton Lake Park** (at right, September 15, 2024)*



Roseville Parks Natural Resources Management Master Plan

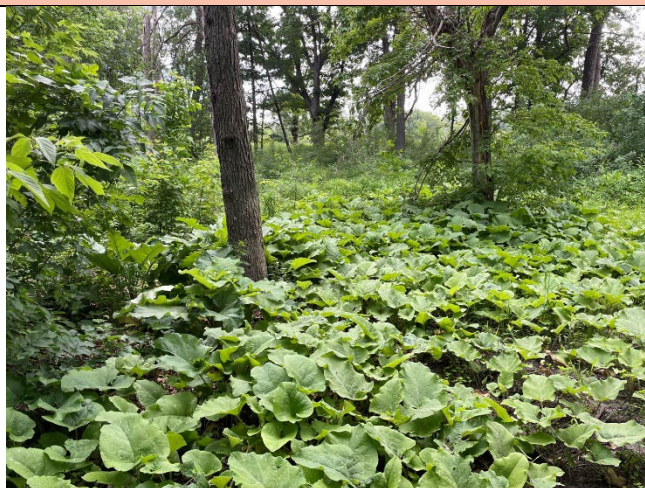
4 Park Field Assessment Results

Nonnative, invasive herbaceous plants were present in all management units. Invasive plant ground cover was variable, ranging from sparse to over 75%.

Over 25 nonnative, invasive herbaceous species occur in the park natural areas. The most prevalent species were creeping Charlie, burdock, garlic mustard, Canada thistle, purple loosestrife, nonnative cattails, and reed canary grass. Other species that were not as common, but were locally abundant in some parks, included Japanese hedge parsley, celandine, dame's rocket, yellow archangel, and mock strawberry. Japanese knotweed was observed at two parks.

Where high herbaceous invasive plant cover was observed, the invasives have displaced native plants, degraded wildlife habitat, and disrupted the beneficial, functional roles that native plants have in soil health, soil erosion control, water infiltration, nutrient cycling and retention, and more.

- **Needs Improvement:** Ongoing and increased invasive plant management is still needed where herbaceous invasive plant cover was still high in 2024. Species that are on the Minnesota Noxious Weed List should be considered a priority.
- **Planning Consideration:** Effective invasive plant management will require repeated efforts to re-establish native plant cover through seeding and planting after invasive plant removal is conducted in most treatment areas.



Burdock at Oasis Park (June 10, 2024)



Roseville Parks Natural Resources Management Master Plan

4 Park Field Assessment Results

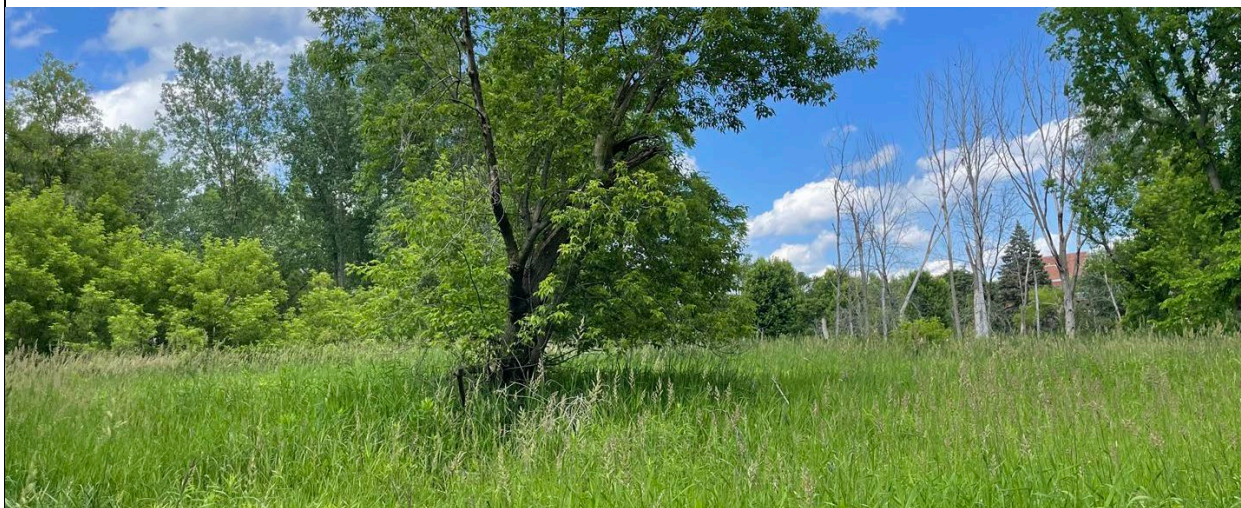
Wetlands and waterbodies in Roseville's park natural areas continue to be plagued by invasive plants, altered hydrology, fluctuating water levels, excessive nutrients, and other disturbances.

Wetlands and pond/lake shorelines were typically dominated by invasive plants, such as reed canary grass, nonnative cattails, purple loosestrife, and/or glossy buckthorn, that thrive with disturbance, altered hydrology, and high nutrient availability. Native sandbar willow was also contributing to low plant community diversity in some management units.

- **Needs Improvement:** The prevalence of invasive plants in park wetland and shoreline habitats indicates that effort is still needed to restore native plant cover and address site-specific, as well as park system-wide challenges, that undermine wetland restoration project sustainability. Higher quality native plant cover is needed for wetland health, biodiversity, protecting water quality, and sustaining high quality near-shore habitat that is critical for many vulnerable wildlife species.

Past efforts to plant native species along pond and lake shorelines have often been initially successful. However, few plantings have survived long term due to ill-opportune water level rises from stormwater flow into the waterbodies before the plants were of sufficient size to withstand inundation.

- **Planning Considerations:** Significant stormwater and watershed-level issues need to be addressed before meaningful efforts can be made to improve and sustain higher quality wetland and shoreline plant communities.



Wetland at Villa Park (June 11, 2024)



Roseville Parks Natural Resources Management Master Plan

4 Park Field Assessment Results

A few native and nonnative animals, sometimes in combination, are contributing to perpetuation of invasive plant cover and limiting development of high quality native plant cover and wildlife habitat within some of the park management units.

Detrimental impacts of a few native wildlife species were observed where those species are concentrated due to fragmented habitat available in Roseville's urban landscape context. Examples include white-tailed deer browse and Canada goose grazing and excrement on shorelines.

- **Planning Considerations:** Restoration efforts should continue to plan for wildlife depredation of installed/seeded plant materials as well as depredation of natural regeneration in established plant communities. Projects may need to account for resources required to install and maintain wildlife deterrents, for example, or increase seeding and planting rates (or conduct multiple seed rains) in order to establish and sustain site-specific restorations in some park natural areas.



Langton Lake Park (May 14, 2024)

Exotic earthworm impacts were observed in all wooded management units. There are currently no methods available for removing them once they have invaded, but they have profound impacts on native and adventive forests (including those within Roseville's park system). Earthworm infestations create limitations for restoring healthy forests.

- **Planning Consideration:** Earthworms create inhospitable seed bed environments by consuming leaf litter and moving organic matter deeper into the soil where it is less accessible to the rooting zones of forest plants. The loss of leaf litter can also result in higher soil temperatures and lower soil moisture that can thwart seed germination and seedling survival. Earthworms decrease soil nutrient availability as well.
- As earthworms reduce ground layer cover, the scattered, deeper-rooted plants that remain are often targets for deer browse which further decimates the remaining plant community.
- Low native ground layer cover and bare soils can leave natural areas more susceptible to invasive plants such as buckthorn, garlic mustard, burdock, Japanese hedge parsley, and other disturbance-dependent weeds.



Roseville Parks Natural Resources Management Master Plan

4 Park Field Assessment Results

Several human activities are contributing to perpetuation of invasive plant cover and limiting development of high-quality native plant cover and wildlife habitat within some of the park management units.

Human activities causing detrimental impacts were alterations to vegetation and topography, creation and use of unauthorized trails by pedestrians or bikers, recreational activities such as frisbee golf, yard waste dumping, neighbor encroachments for lawn, landscaping, or gardening, and erosion caused by off-site stormwater runoff.

- **Needs Improvement:** Ongoing communications are needed to inform park users and park neighbors about appropriate park uses, along with enforcement of existing policies as needed.
- **Planning Consideration:** Additional conversations are needed to address encroachment, recreational activities, and off-site factors that appear to be incompatible with natural resources management goals and policies related to preservation and restoration in a few select parks.



Valley Park (May 13, 2024)



Acorn Park (May 13, 2024)



5 2024 Natural Resources Management Project List

Following the field assessments, a project list was developed to include each park management unit (MU) and MU-specific information. The project list is provided in **Appendix E**. For each MU, the list includes the vegetation community type, acres, summary comments on current conditions, estimates for native ground cover and invasive species cover, recommended management activities, target species for management, proposed natural resources management objectives to achieve by 2030 for each management activity, implementation considerations (labor, equip/tools/supplies, training/license needs, activity timing), and cost estimates.

The proposed NRM objectives assume continued pursuit of the desired future outcomes described for each major natural area type (native plant community or novel plant assemblage) in the 2014 BMP Manual. The desired future conditions or restoration targets were described in the 2014 BMP Manual in terms of 10-year and 100-year goals. The goals considered the 2014 existing conditions and available resources at that time for restoration implementation. The document also recommended specific maintenance practices and monitoring activities for each natural area community type.

For woodland/forest management units with canopy cover dominated by bur oak, northern pin oak, and/or white oak, for example, the MN DNR NPC description for Southern Dry-Mesic Oak (Maple) Woodland (FDs37) was recommended as a reference system for restoring similar composition, structure, and natural disturbance processes to those community types.

The proposed NRM objectives for each management unit activity focus in large part on invasive plant management (IPM). IPM objectives include reducing percent cover or preventing seed production. **Appendix D** provides a summary table of invasive plant species that were observed in Roseville parks in 2024 along with proposed high-level management goals (such as eradication, suppression, or containment/exclusion).

The other primary activities recommended for most management units are native seeding and/or planting. Native seeding and planting objectives strive for increasing native ground cover to over 75% within each management unit as well as increasing species richness. Both of those variables are known to be good indicators for high-quality wildlife habitat, plant community resilience, and long-term sustainability.

Proposed NRM objectives are informed by the conditions observed in 2024 while considering what would be feasible progress to make within a 5-year timeframe. Feasibility depends on whether the management activities are implemented at the recommended frequency and are integrated with the other proposed activities for the MU. The MU and activity-specific objectives were developed based on the consultant ecologists' experiences with ecological restoration, park-specific knowledge of site responses to restoration activities over the last decade, and knowledge of Roseville's existing NRM program and resources, including the Volunteer Stewardship Program, and the frequent, active engagement of volunteers from other organizations and businesses/corporations in NRM implementation.

As noted above, each MU is included in the 2024 NRM Project List. However, management actions were not recommended for all MUs. Some of the MUs were assigned a low priority rank for near-term



Roseville Parks Natural Resources Management Master Plan

6 Volunteer Stewardship Program

management so detailed activity planning was not conducted for those units. A low priority rank was typically assigned for an MU if significant ongoing disturbance factors were observed in 2024 and/or otherwise known from past management experience and community knowledge. MUs were also assigned low priority ranks if there were other known landscape/watershed-level challenges that would require more detailed planning and partnerships to implement cost-effective restoration and sustainable outcomes. For example, cattail marsh units that are dominated by nonnative cattail were often assigned a low priority for management due to landscape/watershed-level challenges and the inability to correct external negative influences such as nutrient loading, excessive water level fluctuation and similar to these systems.

The ranking criteria used to prioritize MUs within each park were substantially the same as the criteria used for the 2013 PRP Project List. The criteria are incorporated in Policy 3.4. They include consideration of the quality of existing natural communities, restoration potential, ecological connectivity, sustainability, social equity, funding options, potential efficiencies, volunteer stewardship opportunities, and urgency related to maintaining and building upon past project gains and investments. The City plans to pursue projects and management actions that provide stacked benefits (meet several of the criteria) when deciding on allocations of limited resources.

6 Volunteer Stewardship Program

The volunteer stewardship program is a crucial aspect to accomplishing the goals of the NRM program in Roseville. During the NRM Master Plan process, the Technical Advisory Committee was asked to weigh in on the stewardship program and describe any potential improvements or considerations for the future of the program. Generally, the TAC was interested in methods to expand the reach of the program including promoting activities and “NRM successes” on social media and other platforms. TAC members were also interested in how to



involve youth more in the volunteer program with ideas ranging from interns to scout projects, to forming better relationships with schools and teachers for class education and volunteer opportunities. Inspiring the next generation of leaders in this work was a key theme of the discussion.



Roseville Parks Natural Resources Management Master Plan

6 Volunteer Stewardship Program

Another key theme was the role the volunteer program could play in furthering education about NRM in Roseville. Generally, TAC members felt that educational opportunities for the general public could help to further the goals of NRM in Roseville. Ideas ranged from online trainings, promotion and education about specific NRM activities that can be done during crucial seasonal timeframes, as well as education for private property owners about invasive species (such as buckthorn). The TAC acknowledged that many of the threats to NRM in Roseville are created by a lack of awareness/knowledge by the general public (encroachment, spread of invasives, active park use activities, etc.)



A full list of the ideas and questions shared by the TAC is included below, including specific actions the city could take to improve the volunteer stewardship program:

- Could there be evening events, in addition to Saturday mornings? *City staff response: Yes, part of the idea in hiring another staff person is to have more bandwidth for these events. The thought is to have 2 monthly events, one on Saturday mornings and one as a potential evening event.*
- Could there be an interactive map on the city's website that shows active NRM projects and volunteer opportunities?
- There should be more intentional student outreach, maybe connections formed with teachers at the high school. This could lead to "research opportunities" – to be part of the curriculum in some way, as well as volunteer attraction. *City staff noted that they have established contacts at Roseville's High School and a Montessori School. Students in AP classes, which are complete by mid-May, might be able to help with late spring NRM projects.*
- The U of MN and Macalester College currently use some sites in Roseville as research opportunities and/or as part of ecology course field learning.
- Roseville should try to train younger people to be volunteer leaders. In this way, it would make it easier to attract other younger volunteers. For example, Scouts.
- Could there be online trainings available – could be outreach to residents and volunteers? For example, what is buckthorn, why we care about it, and how to remove it?
- Roseville can do a better job of having meaningful volunteer projects and showing before & after. *City staff response: The project list will help with this – providing a more detailed plan for short-, medium-, and long-term projects.*
- Roseville has information on volunteers that come only once. Retaining these volunteers can be difficult, as usually they come out for events only.
- The focus of the volunteer program has been on public land only. There may be an opportunity to approach private landowners and offer to help. Private landowners would need to volunteer or have some skin in the game as well. The city could offer expertise and resources.
- Could the city work with the Humphrey School to get access to research on how to attract and retain volunteers?
- City should keep up-to-date with social media platforms – many young people don't use Facebook anymore.



Roseville Parks Natural Resources Management Master Plan

7 Restoration and Management Recommendations

- An effort should be made to build community among the volunteers at events. One specific idea would be to offer food to create a gathering and social space for volunteers to interact.

7 Restoration and Management Recommendations

Ecological restoration and management recommendations provided in this chapter are higher level and were guided by application of the updated goals and policies articulated in Chapter 3. Site- and MU-specific management recommendations are provided 2024 Natural Resources Management Project List table included with this report as **Appendix E**.

As noted previously, the recommendations herein substantially re-emphasize and build upon natural area best management practices that were included in the 2014 BMP Manual; they are still relevant and applicable to NRM in Roseville parks in 2024 and going forward. The 2024 recommendations were informed by awareness of existing conditions, consideration of available resources, and on-going recognition that there are natural resource conditions in Roseville's park natural areas that are influenced by factors beyond the community's control.

These higher-level recommendations range from ideas that are actionable today, given the City's available resources, experience with NRM, and robust volunteer stewardship program (Section 7.1), to ideas that should be considered for near-term implementation within the next 5 years (Section 7.2), and lastly, to actions that will require additional planning, coordination, and collaboration with partners and other organizations to further scope and bring to fruition in the future (Section 7.3).

7.1 On-going Actionable Management Efforts

7.1.1 **Consider all available potential tools and resources when determining management strategies for both invasive plants and native plant communities.**

Using combinations of restoration and management tools, along with strategically timing and sequencing multiple activities, will help maximize desirable outcomes.

7.1.2 **Manage invasive species in all vegetation layers, including the canopy.**

Reducing invasive tree cover will require development of a forest management plan to address the scale of invasive tree management needed at some parks. The requisite planning for tree removal is included below as a near-term management recommendation.

Refer to recommendations for species-specific management goals (see **Appendix D**) and adjust goals, as well as tools and techniques, as needed for specific parks and management units as invasive plant populations change over time.

Preventing the spread of invasive plants and animals should be a major theme when educating City staff and the public about invasive species. Maintenance and recreational



Roseville Parks Natural Resources Management Master Plan

7 Restoration and Management Recommendations

activities, as well as park visitors, often contribute to the introduction and spread of invasive species in park natural areas by transporting weed seeds or contaminated soil on equipment, footwear, clothing, pets, bike tires, etc.

Anticipate that despite monitoring and actions to prevent the spread of invasive plants, additional nonnative, invasive species (not currently known to occur in Roseville parks) may become established in the future and will need to be promptly addressed.

7.1.3 Utilize an Early Detection and Rapid Response (EDRR) strategy to prevent initial establishment and re-colonization by invasive plants.

EDRR involves frequent scouting to detect and eliminate infestations while they are still small.

This is especially important in management units where significant progress has been made towards restoring native plant cover. Eliminating invasives quickly can help maintain vigor and spread by the restored vegetation and enable it to become less prone to invasion over time.

Frequent scouting will also help detect additional nonnative, invasive species that do not currently occur in Roseville parks but have potential to establish in the future. Watch-list species include black swallow wort, cut leaf teasel, common teasel, Grecian foxglove, and poison hemlock.

Detecting and treating small invasive plant populations provides the most cost-effective and efficient way for Roseville to maintain quality park natural areas.

7.1.4 Continue reducing herbaceous invasive plant cover by using methods that take advantage of plant biology, ecology, and vulnerable stages in the growth, flowering, and seed production by target species.

Utilize multiple methods to address herbaceous invasive plant populations. This may mean treatment of a target species multiple times with different methods during a single growing season. For example, second-year flowering plants of garlic mustard can be pulled in the spring, while first-year rosettes can be spot sprayed in the fall. Both efforts help reduce annual seed production and deplete the soil seedbank. When used in combination, they have the potential for producing faster outcomes, especially when further combined with native seeding.

Seek the most up to date information available on the ecology and effective control methods for target invasive plant species. Researchers and practitioners (including volunteers and private landowners) are continually sharing new information about invasive plant biology and best practices for control. Remain receptive to new strategies and approaches.



Roseville Parks Natural Resources Management Master Plan
7 Restoration and Management Recommendations

7.1.5 Strive to minimize disturbances to native plant communities during management activities (including mowing trailsides) through appropriate selection of tools, timing, and targeting that is scaled properly to the scope of the problem.

Examples of proper scaling would be choosing to hand pull a few invasive plants instead of mowing several square feet, or spot spraying a few invasive plants instead of broadcast spraying.

Limiting disturbance to native plants, during the process of invasive plant removal, allows the desirable plants to thrive and consume the aboveground and belowground space left behind after weeds are removed. Using methods (such as hand pulling) to minimize disturbance may not always be the cheapest in the short-term, but they will provide best value (good outcomes and cost-savings) in the long-term. Volunteers can enable use of proper scaling of management methods by reducing short-term labor costs. Volunteer help needs to be consistent enough to manage the scope of the task over time and space (such as controlling an invasive plant population over several years).

7.1.6 Re-introduce natural disturbances such as fire or surrogates for grazing (mowing/haying), whenever possible, for maintaining native plant communities.

Natural disturbance regimes are especially important for prairie and savanna management units but are also necessary for sustaining healthy oak woodland management units.

Provide ongoing educational opportunities for Roseville residents to learn about the importance of periodic “good” disturbances for the fire-dependent plant communities in their parks. Just as park lawns need to be mowed, for example, the prairie, oak savanna, and oak woodland natural areas need to be burned, albeit far less frequently than the lawn mowing.

Prairie and oak woodland prescribed burns implemented
 at **Reservoir Woods** (post-burn photos May 17, 2024)



7.1.7 Continue to frequently seed and plant in park natural areas to increase native plant cover and further enhance biodiversity, resilience, and long-term sustainability.

Dedicate an annual budget for buying native seed for supplemental or enrichment seeding. Involve volunteers in dispersing seeds each spring and fall, and potentially in late winter/early spring on snow.

Consider a “Weed and Seed” approach for replacing invasives with desirable vegetation. For example, provide site-appropriate native seed mixes to volunteers who help with hand-pulling invasive plants on their own--and to those who lead groups--so that they can plant the seed where they are removing the invasives. Seeding the soil disturbed by hand pulling should provide good seed soil contact, which can then be followed by some foot trampling to further incorporate the seed. Ask volunteers for their help with monitoring seeded sites for native plant establishment and reporting on results.

Train and enable volunteers to spread desirable native plants within and between parks through a “Pick and Throw” approach. Several seeded native plants have established extremely well and at several parks. Develop a seed harvesting calendar for the target species, provide paper bags, clippers, and guidance on determining ripe seeds, where the harvested seed may be collected, and where it should be sown. A harvest rhythm will quickly develop and can be tied to more structured monthly volunteer events then as well—just as buckthorn removal developed a rhythm with the volunteer stewardship program. Have volunteers maintain a log of their pick and throw activities and ask them to monitor their seeded sites for establishment and report on results.

7.1.8 Promptly address and enforce encroachment issues that undermine goals and policies.

The City should continue with concerted efforts to determine where encroachment is occurring and address concerns through the City’s code enforcement process.

7.1.9 Continue partnering with Ramsey County Parks to survey white-tail deer, conduct planning for, and actively manage the deer population.

7.1.10 Continue to pursue grant funding to leverage City funds.

The City has a successful track record of applying for grant funding to accomplish water/natural resources projects within parks. Implementation of projects identified in the NRM will be benefited by securing grant funds.



7.2 Near-term Actions to Implement within 5 Years

7.2.1 **Deploy resources as consistently as possible for invasive plant management over a time period of at least 5 years in each management unit.**

Consistent invasive plant management can effectively eliminate weed seed contributions to soil seed banks, deplete the soil seed banks over time, and minimize seed bank recruits.

7.2.2 **Keep invasive woody plant cover low and prevent seed production through frequent pulses of relatively low intensity management effort.**

For example, plan to sweep through all upland MUs at least once every 2 to 3 years for invasive shrub and tree sapling control. Create and tailor a plant ID guide for volunteers to understand which species need to be detected and removed from Roseville parks. Engage volunteers to cut and stump treat larger stems or pull seedlings. If sweeps are conducted often enough, invasive woody plants can be prevented from producing seed and will remain small enough that cut stems can be cut and left to decompose on site with no further handling. Smaller MUs could be adopted by individuals (especially neighbors) who may be able to commit to scouting and treatment on an annual basis.

7.2.3 **Develop a comprehensive plan for management and restoration of native forest canopy cover within forested park natural area management units.**

This planning effort could include adopting some of the same approaches used for addressing invasive trees, pests, pathogens, natural decline, planting, and other issues in manicured portions of parks and in other public spaces in Roseville. Management methods in natural areas, however, will need to consider site sensitivity, accessibility, ground layer conditions and quality, water resources, wildlife, changing climate, and other factors.

7.2.4 **Forestry and natural resources staffing**

Successful implementation of the NRM as well as the City's ongoing day-to-day forestry and natural resources activities will be best accomplished through having a staff person dedicated to these tasks. Such a staff person could also assist with the volunteer stewardship network (immediately below)

7.2.5 **Volunteer stewardship network staffing**

Over the course of the last approximately ten years, Roseville has established a remarkably robust volunteer program that is largely focused on parks natural resources projects. The program has grown to the point that keeping volunteers motivated and engaged will be best accomplished by having a staff person (identified in recommendation above) with skills specific to natural resources to plan for and work with volunteers. Sustaining volunteer



enthusiasm, amount of accomplished work, and potential future growth of the volunteer stewardship network depends on having a natural resources person on staff at the City.

7.3 Long-term Planning

7.3.1 **Continue partnering with other City departments (i.e., engineering/water resources), watersheds, and other agencies with water resource management authority to encourage, plan for, and implement sustainable water resource and wetland restoration projects that support the goal of restoring and maintaining quality water resources and aquatic habitats.**

Wetland and water resources are tied to watersheds, stormwater management systems, and administrative systems that extend far beyond park boundaries. Addressing some of the stressors that are impacting wetland and water resources in Roseville's parks will require more in-depth analysis of management and restoration needs and broader conversations and coordination to develop and implement effective solutions.

8 Information Sources

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Appendices



Appendix A TAC Meeting Minutes





City of Roseville
Natural Resources
Management Master Plan

TAC Meeting #1



Agenda

1. Introductions
2. Natural Resources Management Master Plan Overview
3. Role of the Technical Advisory Committee (TAC)
4. Discussion: Draft Field Evaluation Matrix
5. Next Steps

Introductions

Tell us about yourself...

- 1. Name**
- 2. Connection to the City of Roseville**
- 3. Reason for joining the committee**

Project Information

Past Natural Resources Management Plans

- 2002 Natural Resources Management Plan
 - Inventory and management recommendations for 5 city parks: Acorn, Central, Langton Lake, Reservoir Woods and Villa
- 2014 Natural Resources Management Plan Update
 - Expanded and updated inventory and prioritized list of natural resources projects



Updating Roseville's Park System Master Plan: Kickstarting Natural Resources Component

Attachment # 1



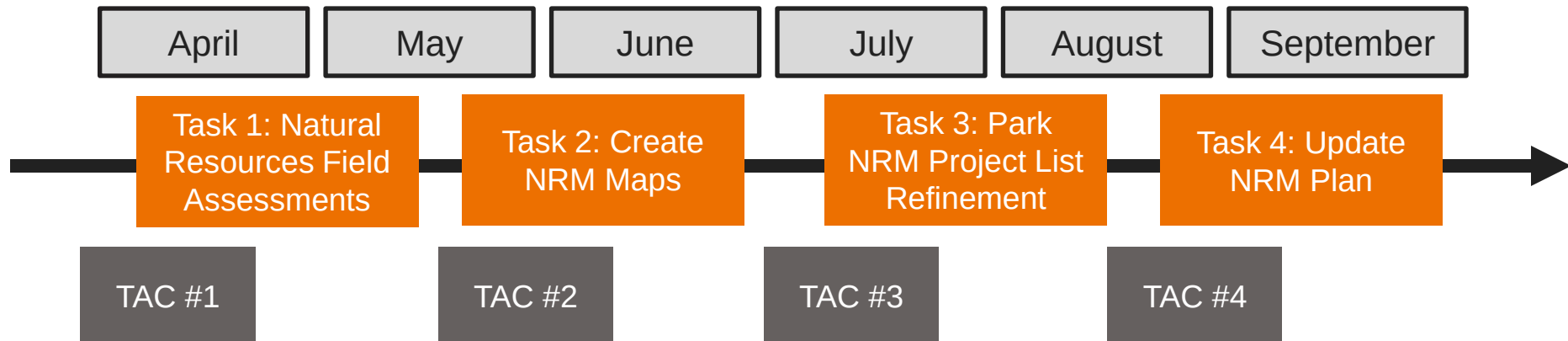
Goals for Natural Resources Management (NRM) Master Plan Update



- Compile existing natural resource management needs in park natural areas
- Set tangible goals for NRM over a 5-10 year timeframe
- Provide updated prioritized list of potential NRM activities
- Provide cost estimates for park project/activity implementation and long-term maintenance
- Identify reasonable benchmarks for measuring NRM progress
- Support community and volunteer stewardship
- Support pursuit of grant funding for NRM implementation

NRM Master Plan Process

Attachment # 1



Role of Technical Advisory Committee

Role of Technical Advisory Committee (TAC)

Attachment # 1

- Provide input on draft Natural Resources Management Plan materials
- Advise city staff on community perspective to natural resources management
- Review field investigations and provide input on goals for next 5-10 years
- Spread the word about ongoing volunteer opportunities
- Understand that the TAC is an advisory committee to city staff, city commissions and City Council



Discussion: Draft Field Evaluation Matrix

NRM Field Assessment Matrix

	D	E	F	G	H	I	J	K	L	M	N	O
		SITE	Management Unit (MU)	Community Type	AC	LF	Management Activity	Target Invasive Species (IS)	Approx. 2024 IS cover	2030 NRM Goal?	Volunteers	C
1												
2		EXAMPLE PARK	EXAMPLE PARK UNIT (U1)	Mesic Prairie Restoration	5.00		Invasive woody cut/treat- 2x in 5 yrs	Buckthorn, Siberian elm	<5%	<1% woody IS cover, no fruiting	x	
3					5.00		Dormant mow - 1x	N/A	N/A	1x		
4					5.00		Spot invasive weed treatment - 2x/yr for 3 yrs	Spotted knapweed, Canada thistle	5-10%	<5% herbaceous IS cover	x	
5					5.00		Prescribed burn - 1x	N/A	N/A	1x		
6					5.00		Enrichment seeding (forbs) - 1x	N/A	N/A	Increase species richness	x	
7												
8												
9	1	ACORN	AC-U1, AC-U2, AC-U3	Woodland/Forest Restoration	25.00							
10	1	ACORN	AC-W2	Wetland Restoration	0.25							
11	1	ACORN	Between disc golf fairways	Prairie Reconstruction	2.00							
12	1	ACORN	AC-W5	Wetland Restoration	5.00							
13	1	ACORN	AC-W1	Wetland Restoration	4.00							
14	2	APPLEWOOD	W/F	Woodland/Forest Restoration	0.23							
15	3	APPLEWOOD OVERLOOK	PS	Prairie/Savanna	0.68							
16	4	AUTUMN GROVE	W/F	Woodland/Forest Restoration	0.60							
17	5	CENTRAL PARK DALE EAST	CP-U5	Prairie Reconstruction	0.30							
Field Assessments +												

Questions

- When considering future natural resources management in Roseville parks, what high level goals would you like the city to prioritize?
- Are there any parks or areas that are of specific interest?
- Are there management activities you would prioritize? Any you would deprioritize?
- What would you like to see for measurable NRM objectives over the next 5 years? In 10 years?
- What types of vegetation info would you like to see gathered this spring to measure NRM outcomes?
- Thinking about the volunteer program, are there issues or types of activities that you wish were prioritized more? Less?
- What types of activities seem to garner the most interest and participation from volunteers for park projects?
- What else should we be aware of as we do the field inventory?

Next Steps

Next Steps

Attachment # 1

- April/May: Natural Resources Field Assessments
- May/June: TAC Meeting #2





Thank you!

Roseville Natural Resources Plan Update
Technical Advisory Committee – Meeting #1
April 3, 2024 - 6:30 – 8pm
Lexington Park

Group introductions

The program to date was summarized including budget, scope, volunteer engagement and perceived results.

For next steps, Larissa (Stantec) will conduct field inventories. The rubric was discussed at this meeting (more below).

The goal of the TAC is to review information related to the Natural Resources Management Plan and forthcoming inventory and project list, and provide feedback to staff and the consultants. There is the possibility to provide feedback beyond this scope, but it would likely be included as an addendum to the report.

A question was raised about what technological tools are being used: currently Stantec uses iNaturalist, EDDMapS (invasive species mapping application) Map, and eBird to supplement field observations. Stantec plans to continue to use these tools. The public can sign up for a free account on the apps and submit data for the parks. The committee member asked if there was a way to distribute what tools will be used and make sure that the information available for a park is up to date (for example, for invasive plant presence/distribution).

It was suggested that Stantec hear specific feedback from TAC members, who know specific parks well, as part of this analysis. It was later stated that staff would try to provide a brief form or survey monkey tool that TAC members can use submit this park specific information to Stantec.

One TAC member asked if Larissa would bring TAC members into the field when doing some analysis. This can likely be accommodated on a limited basis, but Larissa's time and efficiency is important, so it will have to be on a select basis. Staff discussed using a sign-up form.

Several General Comments and Ideas Were Suggested:

- Acknowledge that Roseville is a destination and its parks are well loved and used, and this can be in conflict with Natural Resource conservation (examples include roots stomped, prairies with walking paths beaten through them, etc.).
- One member suggested that the City develop a "toolbox" of ready-made projects for scouts looking to do work.
- A committee member recommended that the City expand its volunteer reach to schools, by developing Natural Resources Programming that engages the students.
- Several committee members recommended that the City set a goal of identifying opportunities to move away from mowed turf when possible.
- Several committee members encouraged more butterfly pollinators and/or bee lawns in parks, including reduced herbicide application.
- It was suggested that the city should provide outreach to private property that is adjacent to public property that has been managed.

Roseville Natural Resources Plan Update
Technical Advisory Committee – Meeting #1
April 3, 2024 - 6:30 – 8pm
Lexington Park

- Collaborate with watersheds, county and other natural resources stakeholder.
- One committee member mentioned concern over erosion in Reservoir Woods Park.
- Paul (Stantec) stated that the City should strive for “diverse, stable, and resilient” resources.
- Ensuring climate resilience was discussed as a high priority “plan for 2070, not 1980”
- One member recommended that the City consider somehow addressing forestry in non-maintained areas (the City’s forestry plan currently only involves maintained spaces).
- Suggestion to convey priority invasive species list to volunteers so they can help identify/map locations in the parks.
- Suggestion to note presence/absence/prevalence of ash as a component of canopy cover in park natural areas as the field assessment is done.
- As part of park project/activity list prioritization process, define the criteria used for the ranking process.

Staff member Johnson suggested that many of these general comments can be brought into three buckets, which should be refined through future TAC meetings:

- Long-term Natural Resources Goals and Principles
- The Volunteer Natural Resources Program
- Development of a mid-range project list

Future meetings will attempt to work distinctly in the three buckets.

Stantec showed the rubric that was to be used for analysis, and there was general agreement that it would be effective. The primary concern was over how the data would be used, and prioritized. Stantec stated that the data will be shared at the next TAC meeting and use to inform conversations around an update of the plan.

Committee members asked that the current 2014 Natural Resources Plan be sent out.



City of Roseville
Natural Resources
Management Master Plan

TAC Meeting #2



Agenda

1. Introductions
2. Visioning Exercise
3. Overview of Park Inventory Findings
4. Breakout Groups (40 mins)
 - Project list
 - NRM policies and goals
5. Wrap-up and Next Steps

Visioning Exercise

Six-Word Story

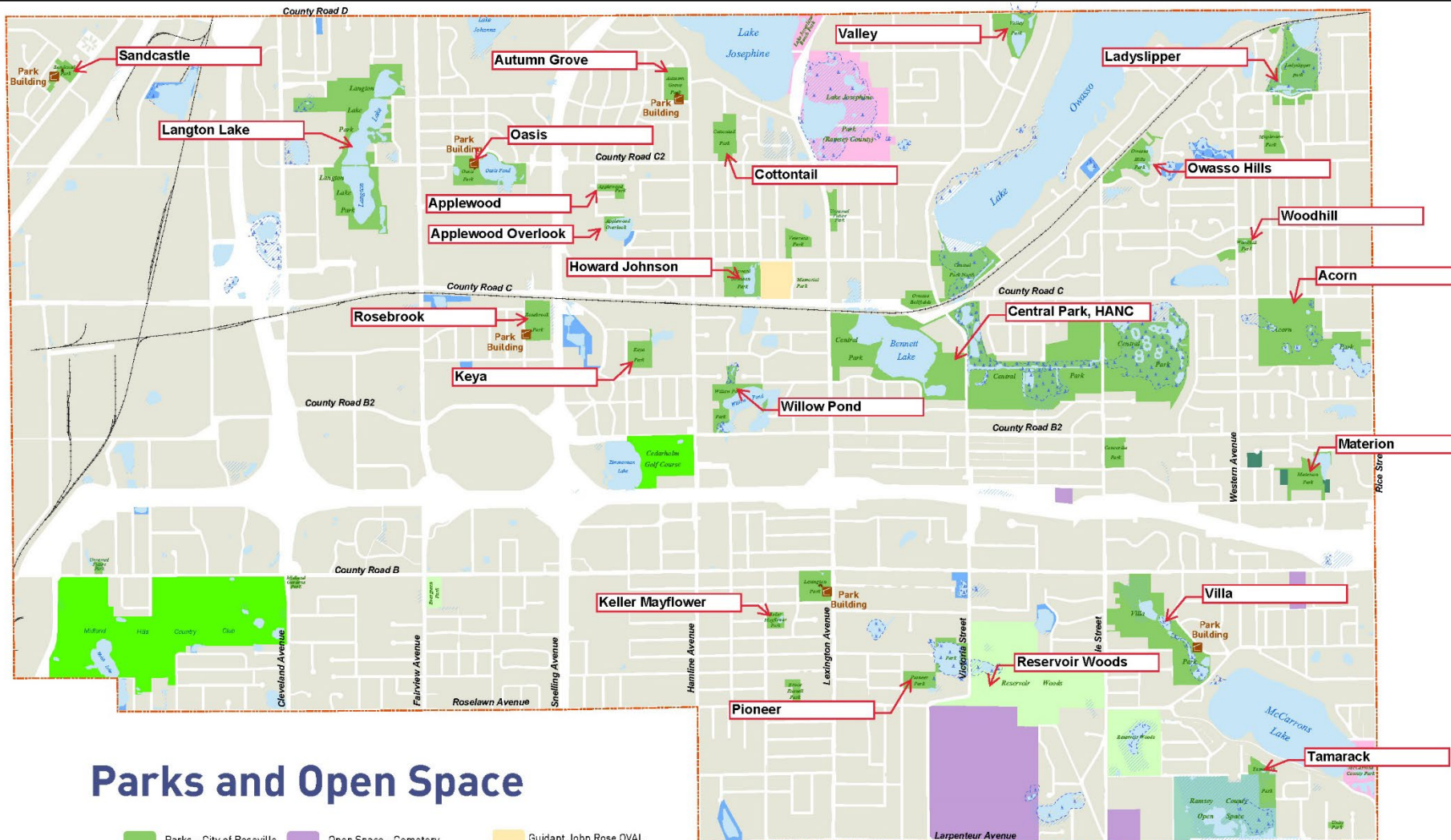
Setup: Ernest Hemingway was famous for his 6-Word Story contest, an exercise in creativity while providing telling information about a thought or experience.

Prompt: If you were to write a 6-Word Story about your vision for the future of Natural Resources Management in Roseville Parks, what would you say?

Instructions: Take 2-3 minutes to write your six-word story. Once you're done, take a few minutes to share and discuss with your table.

Outcome: We would like to collect your six-word stories and we will use them to create an overall vision statement to be discussed at our next meeting.

Overview of Park Inventory Findings



Parks and Open Space

- | | | | | | |
|---|---------------------------|---|------------------------------|---|-----------------------------|
|  | Parks - City of Roseville |  | Open Space - Cemetery |  | Guidant John Rose OVAL |
|  | Parks - Leased |  | Open Space - City Other Uses |  | National Wetlands Inventory |
|  | Parks - Ramsey County |  | Open Space - County |  | Other Water Features |
|  | Golf Courses |  | Open Space - Water Ponding |  | Railroad |

Data Sources
 Ramsey County GIS Base Map (12/5/2023)
 City of Roseville Parks and Recreation
 City of Roseville Community Development
 DNR Wetlands Data 1984
 For further information regarding the con-
 Community Development Department
 2660 Civic Center Dr, Roseville MN 55113

Disclaimer:

This map is neither a legally recorded parcel 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 Science (GIS) Data used to prepare this map are complete or accurate. The City does not accept any responsibility for any errors or omissions in any other source(s) reporting existing measurement of distance or direction or precision in the depiction of geographic features. The City does not assume any liability for damages caused by reliance on this map. The preceding disclaimer is provided pursuant to Minnesota Statutes §66J.08, Subd. 2; DCMG 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 indemnify, defend and release the City from any and all claims brought by users. Employees or agents, or third parties who place their names on maps or use data provided.

0 500 1,000 1,500 2,000 Feet

TAC Member Survey – THANK YOU!

Attachment # 1

- 8 respondents

Survey included 5 questions:

How often do you typically visit this park each year?

What would be your top natural resource management priorities for this park for the next 5 years?

Are there specific areas within the park that should receive priority for natural resource management?

What would you like to see for measurable natural resource management outcomes for this park over the next 5 years?

What types of natural resources management and monitoring activities would be a good fit for volunteers at this park?

TAC Member Survey – Summary

Attachment # 1

Top Natural Resource Management Priorities

Young buckthorn control

Trail edge cleanup

Erosion

Soil compaction

Control invasives and preserve natives

Keep mowers clean to prevent spread of invasives along trails

Maintain orchard and all trees (Central Park Dale West)

Maintain areas of open water in wetlands for waterfowl

Manage shorelines

TAC Member Survey

Attachment # 1

Top Natural Resource Management Priorities (continued)

Reduce runoff into waterbodies

Increase acreage of natural plantings along lakeshore (Central Park Lexington)

Reduce chemical use

Prairie restoration (Owasso Hills)

Add more signage to guide proper recreational use (Reservoir Woods)

Trail maintenance to halt erosion (Reservoir Woods)

Promote oak regeneration

Prescribed burns in oak woods and prairie (Reservoir Woods)

TAC Member Survey

Attachment # 1

Measurable Outcomes

Bird surveys

Oak seedling survival

Recovery of understory vegetation

Removal of all invasive species

More natives planted (Reservoir Woods)

Trail erosion is stopped, trail usage more regulated (Reservoir Woods)

TAC Member Survey

Attachment # 1

NRM Activities for Volunteers

Invasives removal & weeding

Water quality monitoring

Frog survey

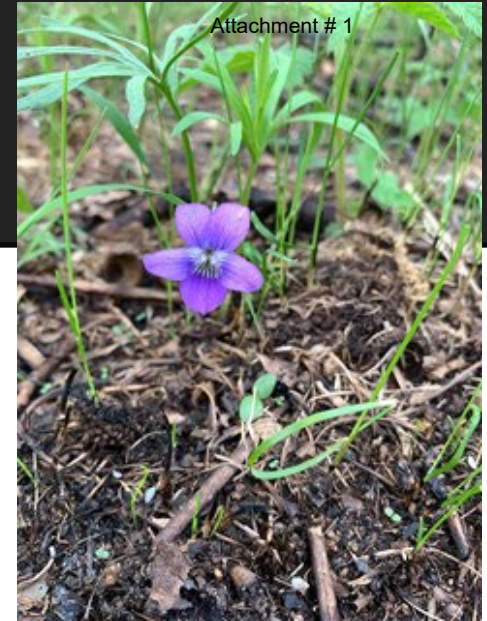
Bird survey

Planting

Engage high school students (Willow Pond)

Field Inventory Overview

- 30 park units (several for Central Park)
 - 103 management units (<0.1 – 25 acres)
 - About 340 acres assessed overall
-
- Vegetation metrics used for setting 5-year NRM objectives:
 - % Native Ground Cover
 - % Woody Invasives Cover
 - % Herbaceous Invasives Cover



Field Inventory Overview

Attachment # 1

Cover Type	Acres	% Total NRM Area	Number of Management Units (MUs)	Notes
Woodland/Forest	125	37	41	Lowland hardwoods
Oak Woodland/ Lowland Forest	65	19	12	Mix of remnant oak woodland & lowland hardwoods
Oak Woodland	28	8	3	Remnant oak woodland
Prairie/Savanna	17	5	6	Primarily at Reservoir Woods
Prairie	4	1	7	Planted; 3 MUs at Acorn
Wetland	97	28	23	Limited edge assessment
Shoreline	3	1	7	Primarily Bennett Lake, Villa
Pond Buffer	3	1	4	Howard Johnson, others
Garden	<0.25	<0.5	1	HANC memorial garden

Example Park Map – Management Units

Attachment # 1

- Oak Woodland
- Prairie/Savanna
- Wetland
- Pond Buffer



Example Owasso Hills Park MU Activity List

Attachment # 1

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
OW	Oak Woodland Restoration	2.64	<25%	Bur and pin oaks w/ lowland hardwood canopy; dying EAB ash; occasional invasive shrubs ranging from re-sprouts to old growth buckthorn at north end; weedy ground layer w/ poor native plant species richness/cover. Manage towards Oak Woodland.	High	Remnant plant community; legacy oaks; sustain gains & continue NRM progress							
OW	Oak Woodland Restoration	2.64					Invasive tree removal - 1x	white mulberry, buckthorn, amur maple	<10%	No invasive trees	x		winter
OW	Oak Woodland Restoration	2.64					Invasive shrub removal by hand - 2-3x	buckthorn, honeysuckle	25-50%	No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons
OW	Oak Woodland Restoration	2.64					Invasive brush foliar treatment for re-sprouts - 2x	buckthorn, honeysuckle	25-50%	<10% woody invasives cover	x		fall
OW	Oak Woodland Restoration	2.64					Herbicide spot treat invasive weeds - annually	burdock, butter and eggs, cypress spurge, creeping Charlie, reed canary grass, Kentucky bluegrass, garlic mustard, catnip	>25%	<25%	x		growing season
OW	Oak Woodland Restoration	2.64					Native seeding - 2x	woodland/savanna mix		>75% native ground cover	x	x	variable
PB	Pond Buffer	0.50	<25%	Dominated by nonnative plants such as reed canary grass, burdock, Canada thistle; few scattered native plants.	Low	Low quality; low sustainability due to water level fluctuation; high effort							

- MU Community Type, Acres
- Approx. 2024 % Native Ground Cover
- MU Summary Comments
- Management Activities
- Target Species
- Approx. 2024 % Invasives Cover
- Proposed 2024 NRM Objectives
- Volunteer/Contract, Activity Timing

Stressors/Challenges for Roseville Park Natural Resources

- Invasive species
- Ground disturbances & erosion (trails, recreational uses, wildlife)
- Encroachment (trails, lawn waste, gardening, structures, storage)
- Hydrology alterations, extreme fluctuations
- Nutrient loading
- Lack of native propagules and plant species richness to respond quickly to disturbances
- Lack of natural disturbance regimes (such as fire)

Overview of Vegetation Quality

Attachment # 1

Native Ground Cover Category	Acres	% Total
>75%	138	50
50-75%	38	14
25-50%	68	25
<25%	33	11
Total	277	100

- Native species richness varies
- Seeded species are present (providing over 75% cover at some parks)
- Low native cover in many wetlands due to nonnative cattails and reed canary grass



Starry Solomon's Seal
Langton Lake Park

Native Ground Cover

Attachment # 1



Native Seeded & Planted Species Establishment

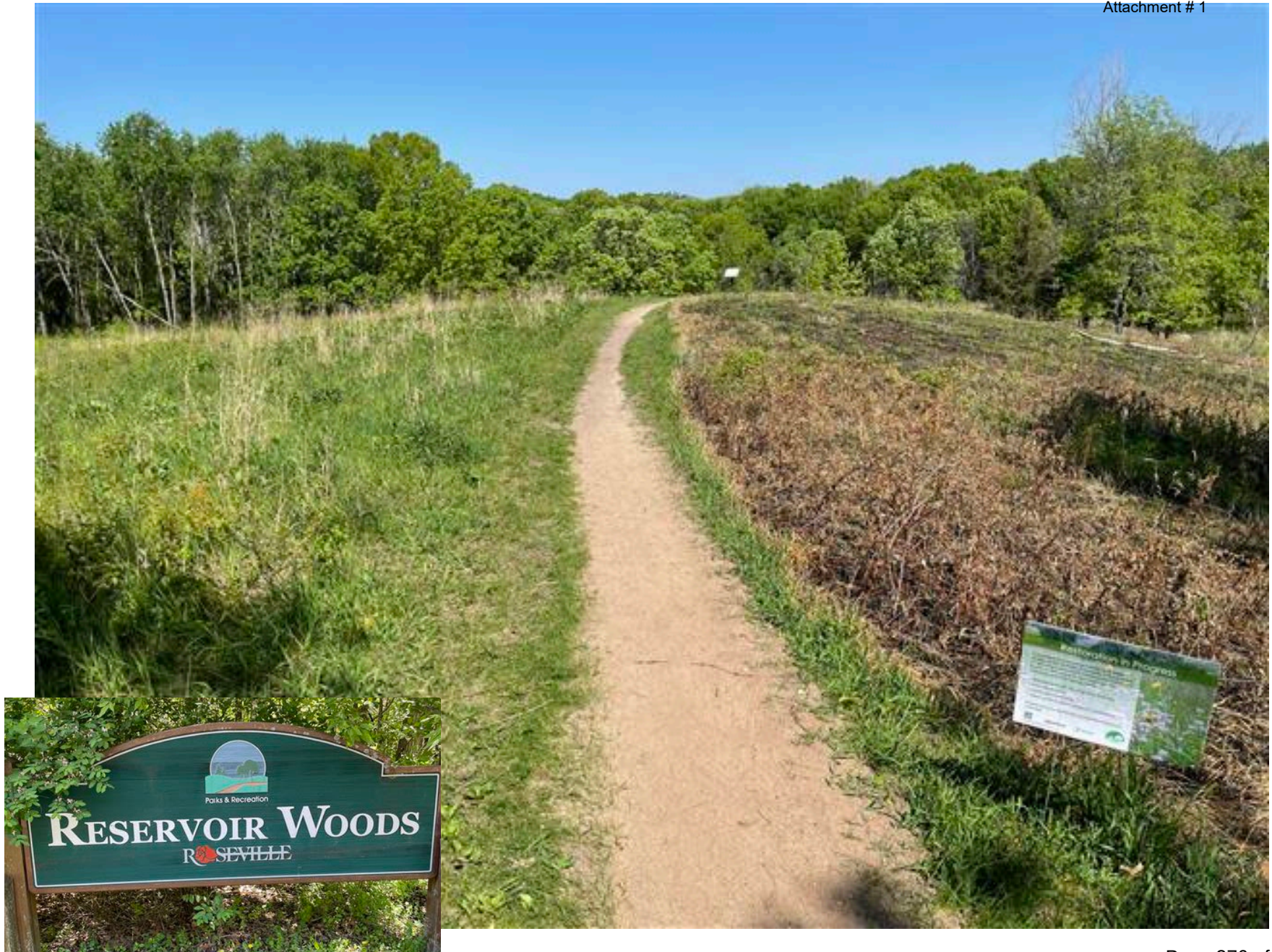
- At least 3 dozen species
- Prairie, woodland, wetland, and shoreline cover types
- Woodlands with wild ryes (silky, bottlebrush, Canada), bergamot, and brown-eyed Susan
 - Occasional hyssops, early sunflower, foxglove beardtongue, figwort, golden Alexander, and others
- Shoreline establishment park and context dependent
 - Primarily due to stormwater fluctuations, prolonged inundation, other disturbances (wildlife, people)
- Planted trees — bur oak, northern red oak, Kentucky coffee tree

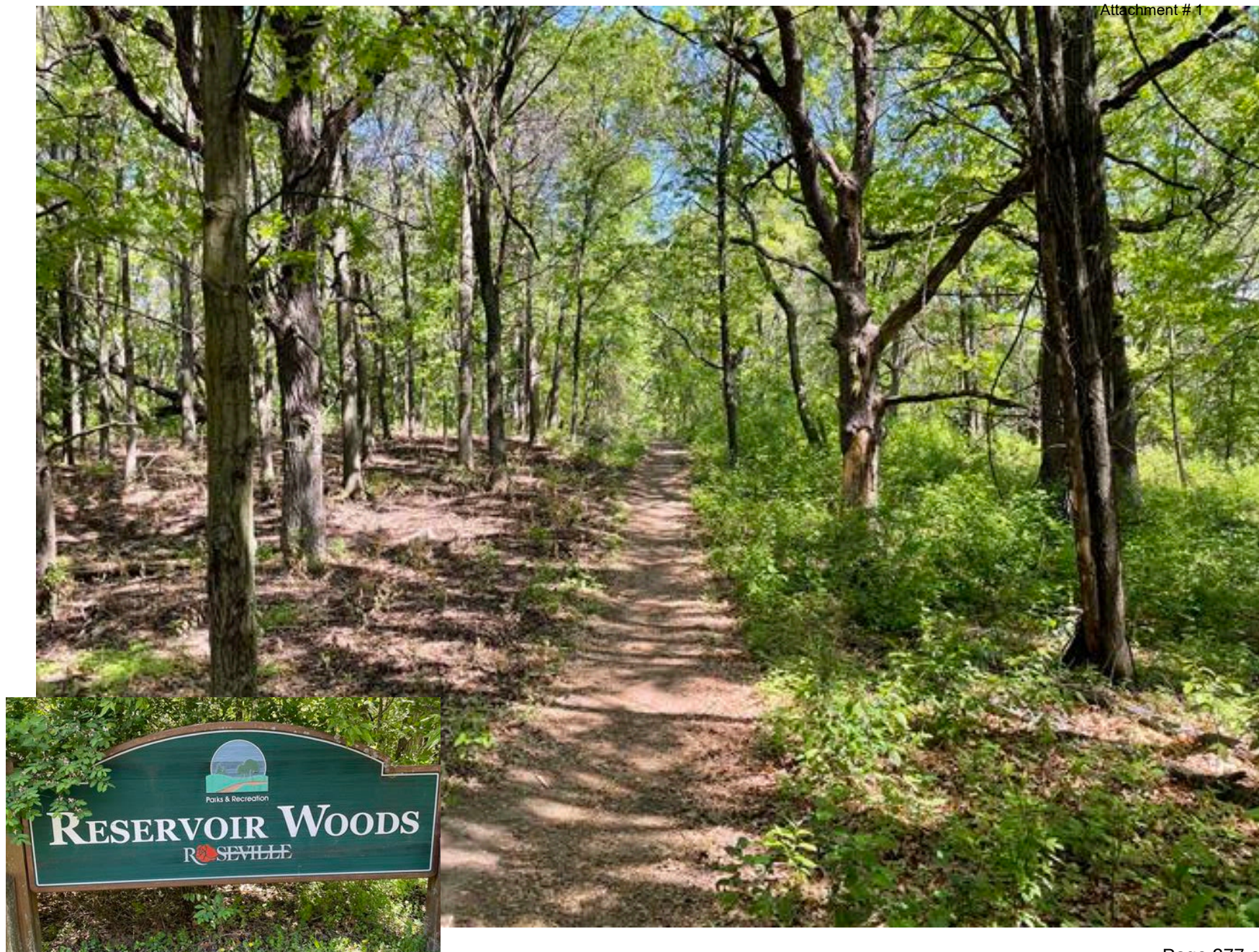
Examples of Woodland Desired Future Conditions















Status of Invasive Species

Herbaceous Invasive Species – 25+ species Attachment

Annual (1)

Japanese hedge parsley (*Torilis japonica*)

Biennials (6)

Garlic mustard (*Alliaria petiolata*)

Celandine (*Chelidonium majus*)

Bull thistle (*Cirsium vulgare*)

Mullein (*Verbascum thapsus*)

Dame's rocket (*Hesperis matronalis*)

Sweetclovers (*Melilotus* spp.)

Perennials (17+)

Burdock (*Arctium* spp.)

Hoary alyssum (*Berteroa incana*)

Creeping bellflower (*Campanula rapunculoides*)

Spotted knapweed (*Centaurea stoebe*)

Canada thistle (*Cirsium arvense*)

Creeping Charlie (*Glechoma hederacea*)

Cypress spurge (*Euphorbia cyparissias*)

Daylily (*Hemerocallis fulva*)

- Different levels of effort will be required for control, per species, depending upon scale of infestation, treatment method(s), site context, among other factors
- **Species most frequently encountered are highlighted in orange.**

Perennials

Yellow archangel (*Lamium galeobdolon*)

Motherwort (*Leonurus cardiaca*)

Butter-and-eggs (*Linaria vulgaris*)

Bird's-foot trefoil (*Lotus corniculata*)

Purple loosestrife (*Lythrum salicaria*)

Reed canary grass (*Phalaris arundinacea*)

Mock strawberry (*Potentilla indica*)

Japanese knotweed (*Reynoutria japonica*)

Curly dock (*Rumex crispus*)

Crown vetch (*Securigera varia*)

Herbaceous Invasive Species

Attachment # 1

Mock strawberry
Villa Park

Garlic mustard



Herbaceous Invasive Species

Attachment # 1



Japanese knotweed
Central Park



Creeping Charlie
Valley Park

Woody Invasive Species – 12+ species

Attachment # 1

Shrubs (5)

Siberian pea shrub (*Caragana arborescens*)

Burning bush (*Euonymous cf alatus*)

Glossy buckthorn (*Frangula alnus*)

Honeysuckle (*Lonicera spp.*)

Common buckthorn (*Rhamnus cathartica*)

Trees (6)

Amur maple (*Acer ginnala*)

Norway maple (*Acer platanoides*)

White mulberry (*Morus alba*)

White poplar (*Populus alba*)

Black locust (*Robinia pseudoacacia*)

Siberian elm (*Ulmus pumila*)

Vine (1)

Periwinkle (*Vinca minor*) – Materion Park

- Species most frequently encountered are highlighted in orange.
- Generally dormant season control methods.
- **Invasive tree removal, EAB ash mortality, oak wilt at some parks will require forest successional planning.**



Disturbance & Nutrient Loading Perpetuate Invasive Species

Nutrient additions from lawn waste dumping

Attachment # 1



Park vegetation and topography alteration

Attachment # 1



Wildlife grazing & nutrient loading

Attachment # 1



Expanding trail disturbance

Attachment # 1



Recreational activities that promote trampling

Attachment # 1



Neighborhood trail access

Attachment # 1



Unofficial trails

Attachment # 1



Off-site runoff causing erosion within parks

Attachment # 1



Breakout Groups

Breakout Groups

Group 1: Learn more information about the inventory findings and the natural resources management (NRM) project list. Opportunity for input on project prioritization.

Group 2: Review past NRM goals and objectives. Discuss high-level priorities for the next 10 years, which will become updated policies and goals to be reviewed at the next meeting.

Instructions: We will split the group in half for the breakouts and spend about 20 minutes with each group. We will switch breakouts half-way through so that everyone has a chance to participate in each topic.

Next Steps

Next Steps

- September – TAC Meeting #3
 - Topic – the HOW of Natural Resources Management
 - Review draft NRM plan including vision, policies and goals, revised project list.
 - Discuss future of volunteer program.
- October/November – NRM plan adopted by City Council



Thank you!

TAC Meeting #2
July 17, 2023 – 6:30pm
Meeting Minutes

Meeting Intro

- Matt Johnson (City of Roseville Parks and Recreation Director) gave an intro the TAC meeting. He discussed the process to date, and the agenda for the day, as well as anticipated next steps.

Visioning Exercise

Lauren Walburg (Stantec) introduced a visioning exercise to help the city create a vision for the future of NRM in Roseville. The summary of the exercise and TAC attendee responses are included below:

Prompt: Ernest Hemingway was famous for his 6-Word Story contest, an exercise in creativity while providing telling information about a thought or experience.

If you were to write a 6-Word Story about your vision for the future of Natural Resources Management in Roseville Parks, what would you say?

TAC Attendee Responses:

- Natural areas that people interact with
- Meandering through accessible, educational, peaceful forests & prairies
- Preserve and plan more native plants
- Current and future, function and aesthetics
- Restore, improve, maintain flora, fauna and water
- Highly unique naturalized resources and experiences
- Community with natural beauty for all
- Connected corridors supportive of biodiversity and wildlife
- Sustainable NRMP to combat emerging problems
- Achieve rich native biodiversity to enjoy
- Protect, restore so natural resources flourish
- A healthy, beautiful, biologically diverse space for residents and nature

At the meeting, TAC attendees shared major themes from their six word stories with the group:

- Sustainable NRP to combat emerging problems
- Natural beauty
- Biodiversity
- Restore/protect/educate
- Unique
- Climate resilience

Field Inventory Summary

- Larissa Mottl (Stantec), provided an overview of the field inventory. The presentation with this information is included as an attachment to this meeting summary.

TAC Meeting #2
July 17, 2023 – 6:30pm
Meeting Minutes

Breakout Group 1: Goals and Policies

Existing goals and policies from the current NRM plan were shared with participants, along with a list of proposed topics assembled by Stantec and city staff. TAC attendees were asked to respond to the following questions:

The following Natural Resources Management goal and policies are from the 2010 Park and Recreation Master Plan. First, consider if these are still relevant, or if there are any updates needed?

Based on feedback received in meeting one, City and Stantec staff have developed a list of additional considerations for goals and/or policies which could help the city reach the next level in Natural Resources Management, or address known issues not covered by the goals above. Help us refine and add to this list.

TAC attendees offered the following input:

- General agreement with existing goals and policies, but a need to expand and clarify:
 - Consensus that strength should be added to Goal 7: preserve and restore
- Agreement that policy of reforestation (7.3) shall not conflict with prairie restoration/NRR
 - One participant mentioned that current research indicates reforestation may not be the most effective strategy to combat climate change
- Include use of “aggressive” in policy 7.2
 - Policy should call out specific tactics including:
 - Upland buffers
 - No-mow zones
 - Fire
 - Annual decompaction
 - Increase buffer size around wetlands, lessen mowing
- Prairie savannah called out explicitly as an area of protection, the way urban forest is.
- Consider addressing foraging (some desire protection, some equity impacts to aggressive about it).
- Strong desire for a policy that specifically calls out climate change
- Some conversation about use of plant species native to warmer climates, but also not wanting to introduce more non-natives. No real consensus.
- Include wetland and storm land management
- Consider a goal or policy of education and possibly assisting properties outside of the City.
- A desire for more events, more opportunity to get involved, more education
- A recommendation to incorporate NRR training into adopt-a-park
- Desire for the resources necessary to better plan/measure/benchmark and continue to strengthen community engagement in the program
- Be willing to try experimental methods of removals of invasive. An example is the burdock. If we go remove the seed heads will it eradicate the problem instead of treating.
- Prioritizing projects is great but we need to prioritize capital and human investment. Make sure we have funding and that we have a dedicated person to manage the program.
- Be responsible with chemical use, if it’s something that can be done manually we should try that.

TAC Meeting #2
July 17, 2023 – 6:30pm
Meeting Minutes

- Look at bee lawns.
- Alternative methods for communicating volunteer opportunities – especially those geared towards attracting more young people.
- Additional creative signage re: impacts of going off-trail.
- Designated green areas for play (with signage)

Breakout Group 2: Management Recommendations

Discussion was intended to garner feedback on by-site management recommendations table provided to attendees prior to/at TAC meeting. Below are topics that group members brought up.

Group #1

- General comment – Can City increase collaboration with owners and/or operators of road/railroad/utility rights-of-way to restore native vegetation and habitats in those corridors, particularly where the corridors connect Roseville Parks natural areas.
- Ranking Criteria – Consider invasives in ranking criteria (response – while invasives was not considered as a separate category for ranking criteria, it was considered within the Sustainability category).

Group #2

- Recommended adding column to table that provides person-hours needed to complete particular task, in addition to listing cost for a particular activity.
- Increase buffers to water features and natural areas (less mowing).
- Why remove downed woody debris from natural areas in parks? (response – removal of downed woody debris recommended specifically in units planned for management with prescribed fire and/or where it would result in improved safety/efficacy/efficiency to complete work).



City of Roseville
Natural Resources
Management Master Plan

TAC Meeting #3



Agenda

1. Vision, Goals and Policies Overview
2. Project List recap
3. Volunteer Stewardship Program Overview
4. Breakout Groups (40 mins)
 - Volunteer Stewardship Program
5. Wrap-up and Next Steps

Vision

Six-Word Story – Last TAC Meeting

Attachment # 1



Prompt: If you were to write a 6-Word Story about your vision for the future of Natural Resources Management in Roseville Parks, what would you say?

Outcome: We would like to collect your six-word stories and we will use them to create an overall vision statement to be discussed at our next meeting.

Six-Word Stories



- Natural areas that people interact with
- Meandering through accessible, educational, peaceful forests & prairies
- Preserve and plan more native plants
- Current and future, function and aesthetics
- Restore, improve, maintain flora, fauna and water
- Highly unique naturalized resources and experiences
- Community with natural beauty for all
- Connected corridors supportive of biodiversity and wildlife
- Sustainable NRMP to combat emerging problems
- Achieve rich native biodiversity to enjoy
- Protect, restore so natural resources flourish
- A healthy, beautiful, biologically diverse space for residents and nature

Our vision for the future of Natural Resources Management in Roseville Parks is to create accessible, educational, and peaceful natural areas that foster a deep connection with nature. We aim to preserve and restore native plants, maintain biodiversity, and implement sustainable practices to combat emerging environmental challenges. By establishing connected corridors and unique natural experiences, we will ensure our parks remain healthy, beautiful, and biologically diverse spaces for all residents to enjoy.

Revised Goals and Policies

Goal 1: Preserve and restore significant natural resources, lakes, ponds, wetlands, open spaces, wooded areas, wildlife habitats, and trees as integral aspects of the parks system

Policy 1.1: Encourage **dedication of parks, open spaces, and trails** in new development and redevelopment areas, especially those that preserve significant natural resources and/or adjacent to the subject site.

Policy 1.2: Preserve natural wooded areas and implement an aggressive reforestation and forestry management program in developed and highly-maintained areas to ensure that Roseville has a substantial aesthetically pleasing and environmentally critical tree population in its parks, open spaces, boulevards, and other City property. **Proactively manage the community's public tree population** as a vital natural resource by periodically conducting condition assessment, inventory, pro-active planning and execution.

Policy 1.3 Preserve and restore prairie/savanna areas.

Policy 1.4: Where possible without adversely impacting site use, identify opportunities to **utilize low maintenance native vegetation**, as opposed to traditional "turf."

Policy 1.5: Promote biodiversity and native vegetation over nonnative/invasive vegetation.

Goal 1: Preserve and restore significant natural resources, lakes, ponds, wetlands, open spaces, wooded areas, wildlife habitats, and trees as integral aspects of the parks system

Policy 1.6: Create landscape improvements and design parks to **enhance opportunities for wildlife**, where those improvements and facilities are not in conflict with other park uses or activities. Direct particular attention to the creation of wildlife habitat in parks, where wildlife would not be compromised by park use activities.

Policy 1.7: Protect parks and natural spaces by aggressively addressing issues of **encroachment** including alteration of park spaces without permit and encroaching onto public lands for personal use.

Policy 1.8: Balance active park uses with natural resources management. Consider mechanisms for addressing park use activities and values that are currently undermining Natural Resources Management policies related to preservation and restoration of significant natural resources.

Policy 1.9: Integrate **climate resilience** into all aspects of natural resources management planning by implementing sustainable practices and species management that is cognizant of a warming world, and anticipates and incorporates future climate conditions.

Policy 1.10: Conduct maintenance practices with guidance from the **2014 Parks Natural Areas Maintenance Practices document**, or subsequent update to this document.

Goal 1: Preserve and restore significant natural resources, lakes, ponds, wetlands, open spaces, wooded areas, wildlife habitats, and trees as integral aspects of the parks system

Policy 1.11: Take an **integrated approach** to natural resources management based on **current ecological restoration science** that considers available tools (i.e., prevention, physical, biological, cultural and chemical) and factors such as cost, impact on natural resources, and maintenance objectives. Tools, timing and methods of natural resources management shall be applied responsibly, with attention to **improving natural areas while minimizing adverse impacts on the environment, wildlife, and public health.**

Goal 2: Promote community involvement in natural resources management

Attachment # 1

Policy 2.1: Develop and implement strategies that allow the community to be involved in **data management** including photo monitoring, crowd source data collection and others.

Policy 2.2: Provide community **environmental education programs** to increase the community's awareness, understanding, and appreciation of natural areas, including the importance of natural habitats and native landscaping in public and private spaces.

Policy 2.3: Develop structures that allow for **volunteerism** for natural resource management and **education for all ages and abilities**, including students, scout groups, adopt-a-park and others.

Policy 2.4: Provide **dedicated staff support and funding** to enhancing the natural resources program including programming, events, and volunteer opportunities.

Policy 2.5: The current scope of the City's natural resources work is on City-owned property. Where practical, develop methods (including education, resources, and links to funding opportunities) to **empower private residents to improve their natural spaces**.

Goal 3: Prioritize both short-term and long-term natural resource management planning and collaboration with partners

Attachment # 1

Policy 3.1: Create, adopt, and use Natural Resources Management Plans to preserve, restore, and manage the significant natural resources in the park system.

Policy 3.2: Periodically **review and update** the Natural Resources Management Manual including assessing status of benchmarks, reviewing goals and policies, and methodology.

Policy 3.3: Develop and update the Natural Resources Program project list at least every ten years. Ensure that sufficient funds are available for execution of necessary work through grants, CIP and operating funds.

Policy 3.4: Prioritize projects on the Natural Resources Program project list using a **stacked benefits approach** based primarily on the following criteria: quality of existing natural communities, restoration potential, ecological connectivity, sustainability, social equity, funding options, potential efficiencies, volunteer stewardship opportunities, and urgency related to maintaining and building upon past project gains and investments.

Goal 3: Prioritize both short-term and long-term natural resource management planning and collaboration with partners

Attachment # 1

Policy 3.5: Cooperate with the **three watershed districts** with jurisdiction over parks in Roseville to effect **water quality improvement projects** within parks, and to create landscapes that are sensitive to **stormwater management goals** for park lands.

Work with the watershed districts to add features to parks that help park users appreciate the water quality improvements, focusing on features such as overlooks or seating areas that take advantage of **view to surface water features**, with **educational and interpretive signage** aimed at creating a better understanding of the need for attending to water quality in our parks and in the community. Work with the watershed districts to create park-like environments surrounding water quality improvement projects and stormwater management basins in non-park areas that are accessible to Roseville residents and the community's working population.

Project List Recap



Project List Updates - since July TAC meeting

Attachment # 1

- Updated target species lists for control
 - Removed some species, shifted others to hand pull activity
- Incorporated weed seed removal (burdock) as a specific activity
- Added high level cost estimates
- Added management unit for Sandcastle Park
- Eliminated conifer removal in prairie unit at Villa

Langton Lake Park – Woodland/Forest Unit – mid-June 2024

Attachment # 1





Volunteer Stewardship Program

September 16, 2024



NATURAL RESOURCES PROGRAM



Natural Resources Event Types

- Staff/contractor led third Saturday events
- Volunteer led events
- Other staff led volunteer work
 - Arboretum Green Team
 - Adopt-a-Park volunteers
 - business groups
 - community service volunteers
 - Eagle Scout and Gold Award projects
 - informal – self-guided

Goals of the Natural Resources project

- **Comprehensive Parks Plan**

- **Vision**

- ***Environmental Stewardship.*** We envision our parks as an opportunity to care for our wild places and creatures, where we have been entrusted to manage a resource so future generations benefit from the spirit of nature, and where nature is extended to the experience of every park visitor.

- **Goals & Policies**

- ***Natural resources management.*** Preserve significant natural resources, lakes, ponds, wetlands, open spaces, wooded areas, wildlife habitats, and trees as integral aspects of the parks system.

- **Outcomes**

- Preserve natural assets and significant environmental features...
 - Foster environmental awareness and promote and manage the presence of wildlife and wild places.

- **Long-term View**

- ***Environmental Stewardship.*** We envision parks as opportunities to care for our wild places and creatures, where we have been entrusted with a resource that must be managed and cared for so that future generations will benefit from the spirit of nature, its function, and its regenerative qualities, and where nature is extended to the experience of every park visitor.

NATURAL RESOURCES PROGRAM



PROJECT

How a staff led project is started

1. Master Plan
2. Staff
3. Resident recommendation
4. Ecologist
5. Approached by a group or business

How a volunteer led project is started

1. Approached by a volunteer leader or captain.
2. Resident recommendation
3. Staff
4. Master Plan
5. Ecologist

Volunteer Program

- Changes since the 2014 adoption:
- We have trended away from the Sector Leader/ Constellation Captain model.
- We have added more flexibility to our natural resources program to meet the needs of volunteers



Staff Responsibilities

- setting boundaries and safety oversight
- providing support and needed tools
- establishing (and/or providing guidance and approval of) project priorities for volunteer work groups
- approving projects put forth by volunteers, assuring that all projects make sense within the context of the overall plan
- WAIVERS



New Vision For Program

- Continue areas of program that are working well
- Increase staff led events to two a month
- Increase volunteer led events
- Increase capacity to run additional events by having a dedicated staff member



What's Working

- Our number of volunteer hours continue to grow year after year
- We have a strong volunteer leadership base
- We have increased flexibility and added supports for volunteers
- We have support of council



What Needs Improvement

- We need to increase staff capacity to grow the program
- We need short, medium, and long term planning of events and projects
- Recruitment assistance for additional volunteers to carry out the plans



Discussion

Breakout Groups

Breakout Groups

Groups 1 & 2: Discuss the Volunteer Stewardship Program:

- What is currently working well, what isn't working, and what opportunities are there for the future of the program?
- Ideas for volunteer recruitment/promotion?
- How can this group help?
- Training Ideas?

Next Steps

Next Steps

- Draft NRM Plan Update including TAC input
- October – Parks Commission review NRM Plan Update
- November – City Council review NRM Plan Update



Thank you!

TAC Meeting #3
September 18, 2023 – 6:30pm
Meeting Minutes

Vision, Goals and Policies Recap

- Lauren Walburg (Stantec) gave an overview of the vision, goals and policies document, highlighting places where TAC input influenced the direction of the document.
- TAC Members gave the following feedback on the vision, goals, and policies:
- Vision: “Maintain biodiversity” is great, but there could be verbiage added re: wildlife. A couple options discussed include “maintain biodiversity, flora and fauna” or “restore native plants and habitats, maintain biodiversity...”
- Vision: A more intentional inclusion of the volunteer program in the vision would make it stronger. A couple options discussed include “help people connect with/ encourage responsibility to the land” or “aim to provide stewardship opportunities”
- Goal 1: Consider modifying to “Preserve, restore and maintain significant natural resources...”
- Policy 1.1: Consider modifying to “Encourage dedication and acquisition of parks...” to clarify that park acquisition is a priority.
- Policy 1.1: Consider deleting “significant”
- Policy 1.2 & 1.3: Consider combining and rewording these policies to separate out preserving & restoring natural areas from the forestry management components. An option for Policy 1.2 could be “Preserve and restore natural wooded and prairie/savanna areas.” Consider adding lakes & wetlands to this policy.
- Policy 1.2 & 1.3: An option focused on forestry management could be “Implement an aggressive reforestation and forestry management program in developed and highly maintained areas to ensure that Roseville has a substantial aesthetically pleasing and environmentally critical tree population in its parks, open spaces, boulevards, and other City property. Proactively manage the community’s public tree population as a vital natural resource by periodically conducting condition assessment, inventory, proactive planning and execution.”
- Policy 1.11: Consider moving to be Policy 1.1 as this one is important and helpful for framing
- General: Where do we discuss conflicts between use and protection of parks – ex) salting in Reservoir Woods in the winter months. This is encompassed in Policy 1.8. The City also has a fix-it-form, but TAC members are encouraged to call with issues like this.
- General: Consider either consolidating the policies under Goal 1 so that there are fewer, or split Goal 1 into two different goals. Goal 1 could be split based on policies that talk about “preserve” and “restore.”
- Policy 2.3: Consider changing the word “structures,” could be procedures or something else.
- Policy 3.3: Consider changing project list review to be more often than every 10 years. Could this be 5 years? Or could we add language about having a regular review of the project list (but not a full update)?
- Policy 3.5: Could we add the cemetery, etc. to this policy? The City manages this land from an NRM perspective (through a long lease), so probably not necessary.
- General: Need to address how city NRM and parks staff work with public works.

Project List Recap

- Larissa Mottl (Stantec), updated the group on changes that have been made to the project list since the last (July) TAC meeting. These include changes based on TAC member input, as well as project cost estimates.

TAC Meeting #3
September 18, 2023 – 6:30pm
Meeting Minutes

- One idea from the TAC included outreach from the city (maybe the newsletter) to residents at certain times of the year with reminders on how to manage invasive species – ex) Burdock.
- Another idea was more celebration of business and other volunteer groups – ex) photos on the website/social media, more storytelling etc. This could be done much more effectively with a new natural resources management staff (bandwidth is an issue currently).

Volunteer Program

- Jim Taylor and Rachel Boggs (City of Roseville) gave a brief presentation and overview of the volunteer program. The TAC was then asked to provide input on the volunteer program and provided the following ideas:
- Could there be evening events, in addition to Saturday mornings? Yes, part of the idea in hiring another staff person is to have more bandwidth for these events. The thought is to have 2 monthly events, one on Saturday mornings and one as a potential evening event.
- Could there be an interactive map on the city's website that shows active NRM projects and volunteer opportunities?
- There should be more intentional student outreach, maybe connections formed with teachers at the high school. This could lead to "research opportunities" – to be part of the curriculum in some way, as well as volunteer attraction.
- The U of M currently uses some sites in Roseville as research opportunities/curriculum.
- Roseville should try to train younger people to be volunteer leaders. In this way, it would make it easier to attract other younger volunteers. Ex) Boy/girl scouts.
- Could there be online trainings available – could be outreach to residents and volunteers? Ex) What is Buckthorn and how to remove?
- Roseville can do a better job of having meaningful volunteer projects and showing before & after. The project list will help with this – more of a plan on short, medium and long term projects.
- Roseville has information on volunteers that come only once. Retaining these volunteers can be difficult, as usually they come out for events only.
- The focus of the volunteer program has been on public land only. There may be an opportunity to approach private landowners and offer to help. Private landowners would need to volunteer or have some skin in the game as well. The city could offer expertise and resources.
- Could the city work with the Humphrey School to get access to research on how to attract volunteers?
- City should keep up-to-date with social media platforms – many young people don't use Facebook anymore.
- Could the city offer food at volunteer events?

Appendix B Field Assessment Methods

As part of the adaptive management re-evaluation step, Roseville parks with natural areas were visited by a Stantec ecologist in mid-May through early July 2024. A total of about 335 acres were inventoried and assessed for current conditions and ecological restoration and management needs.

Assessments were made based primarily on the vegetation characteristics within management units (MUs) mapped for each park. Most of the MUs are areas that were mapped for the 2013 Roseville Park Renewal Program and have had some degree of ecological restoration over the last 10 years. Some parks have only one MU, while others have several. MUs range in size from <0.1 acre (such as an educational garden at the Harriet Alexander Nature Center) to 25 acres. Some adjustments and additions were made to MUs for the 2024 assessment to refine vegetation cover type goals and to add areas for future restoration effort. MUs were also refined to represent small enough areas that could be reasonably characterized for existing conditions and for setting feasible management objectives. The MUs are important features for City staff, volunteers, community members, partners, contractors, and others to understand and communicate about past site-specific management along with ongoing and planned future efforts.

A desired future cover type was assigned to each MU to indicate the type of plant community (habitat) or plant communities desirable to maintain or restore within the MU. The 2014 BMP Manual includes descriptions of the major cover types that were identified for Roseville parks as of 2014. The same cover types were used for the 2024 assessments with only a few modifications to select MUs to reflect changes in restoration potential.

Ten vegetation cover types used for the 2024 assessment are summarized in **Table 1**. The most common vegetation cover types are Woodland/Forest, mixed Oak Woodland/Lowland Forest, and Wetlands. **Table 2** provides a cross-walk between the general vegetation cover type assignments and Native Plant Communities (NPCs) defined by the MN Department of Natural Resources (DNR). The DNR's descriptions for NPCs can be used to define very specific objectives for the park vegetation cover types, such as vegetation structure and composition and for re-introduction of important historic natural disturbances (such as fire). Weblinks to descriptions of the DNR NPCs included in **Table 2** are provided in **Appendix C**.



Roseville Parks Natural Resources Management Master Plan
Appendix B Field Assessment Methods

Table 1. Vegetation Cover Types

Vegetation Cover Type	Acres	Number of Management Units	Percent of 2024 Assessment Area
Woodland/Forest	125	41	37
Oak Woodland/Lowland Forest	65	12	19
Oak Woodland	28	3	8
Savanna, Prairie/Savanna	17	6	5
Prairie	4	7	1
Wetlands	91	23	27
Shoreline	3	7	1
Pond Buffer	3	4	1
Educational Garden*	<0.25	1	<0.5
Totals	335	104	100

*Harriet Alexander Nature Center Memorial Garden

Table 2. Vegetation Cover Type cross-walk with DNR Native Plant Communities

Vegetation Cover Type	Target DNR Native Plant Communities
Woodland/Forest	Novel plant assemblage, no DNR NPC equivalent*
Oak Woodland/Lowland Forest	Southern Dry-Mesic Oak (Maple) Woodland (FDs37) Southern Terrace Forest (FFs59)
Oak Woodland	Southern Dry-Mesic Oak (Maple) Woodland (FDs37)
Savanna, Prairie/Savanna	Southern Dry Savanna (UPs14) Southern Mesic Savanna (UPs24)
Prairie	Southern Mesic Prairie (UPs23)
Wetland	Northern Wet Meadow (WMn82) Southern Seepage Meadow/Carr (WMs83) Northern Mixed Cattail Marsh (MRn83)
Shoreline	Northern Wet Meadow (WMn82) Inland Lake Sand/Gravel/Cobble Shore (LKl32) Inland Lake Clay/Mud Shore (LKl54)
Pond Buffer	Southern Terrace Forest (FFs59) Northern Wet Meadow (WMn82) Northern Mixed Cattail Marsh (MRn83)

*See 2014 BMP Manual for a description of the “novel” mixed nonnative/native hardwood forests in Roseville that are represented by the “Woodland/Forest” cover type and a description of the novel restoration target community.



Roseville Parks Natural Resources Management Master Plan
Appendix B Field Assessment Methods

Field assessment for each MU involved recording a plant species list for each vegetation layer, such as canopy, subcanopy, shrub, and ground layers in forest communities. The Stantec ecologist also noted information on the following:

- approximate native ground cover (such as <25%, 26-50%, 51-75%, >75%),
- approximate invasive plant abundance and/or cover,
- evidence of past management effort (such as establishment of seeded species, condition of planted trees, status/distribution of invasive shrub growth),
- presence and species of diseased/dying/dead trees,
- management and restoration opportunities,
- encroachment by invasive garden plants and/or landscaping from neighboring properties, and
- types of disturbances that appeared to be undermining vegetation cover and quality (such as bike use off designated paved trails, trampling from recreational activities, yard waste dumping, and so on).



Appendix C DNR Native Plant Community Weblinks

Southern Dry-Mesic Oak (Maple) Woodland (FDs37)

https://files.dnr.state.mn.us/natural_resources/npc/fire_dependent_forest/fds37.pdf

Southern Terrace Forest (FFs59)

https://files.dnr.state.mn.us/natural_resources/npc/floodplain_forest/ffs59.pdf

Southern Dry Savanna (UPs14)

https://files.dnr.state.mn.us/natural_resources/npc/upland_prairie/ups14.pdf

Southern Mesic Savanna (UPs24)

https://files.dnr.state.mn.us/natural_resources/npc/upland_prairie/ups24.pdf

Southern Mesic Prairie (UPs23)

https://files.dnr.state.mn.us/natural_resources/npc/upland_prairie/ups23.pdf

Northern Wet Meadow (WMn82)

https://files.dnr.state.mn.us/natural_resources/npc/wet_meadow_carr/wmn82.pdf

Southern Seepage Meadow/Carr (WMs83)

https://files.dnr.state.mn.us/natural_resources/npc/wet_meadow_carr/wms83.pdf

Northern Mixed Cattail Marsh (MRn83)

https://files.dnr.state.mn.us/natural_resources/npc/marsh/mrn83.pdf

Inland Lake Sand/Gravel/Cobble Shore (LKi32)

https://files.dnr.state.mn.us/natural_resources/npc/lake_shore/lki32.pdf

Inland Lake Clay/Mud Shore (LKi54)

https://files.dnr.state.mn.us/natural_resources/npc/lake_shore/lki54.pdf



Appendix D Invasive Species Treatment Goals

Invasive plant species observed in Roseville Parks during the 2024 field assessments are listed in a table below. In addition to the plant species, the table includes the plant species growth form (herbaceous annual, biennial, perennial; woody vine; shrub; or tree), MN Noxious Weed List status, and proposed management goal.

Recommended management goals are provided for each species to aid in prioritizing control efforts and selecting management tools and techniques. The management goals follow three invasive plant management (IPM) strategies described in *An Invasive Plant Management Decision Tool* developed by The Nature Conservancy (TNC) (Zimmerman *et al.* 2011). The three control strategies are eradication, containment/exclusion, and suppression. The following are the TNC definitions in Zimmerman *et al.* (2011) for the three control strategies (management goals):

“The goal of **eradication** is to eliminate all individuals and the seed bank from an area with the low likelihood of needing to address the species again in the future.

A **containment/exclusion** project aims to prevent infestations of invasive species from spreading to un-infested areas.

The goal of a **suppression** project is to reduce an invasive plant population in size, abundance, and/or reproductive output below the threshold needed to maintain a species or ecological process. Suppression is only feasible at the local scale due to resource constraints.”

The TNC decision tool further identifies four potential outcomes that may result from establishing the above IPM goals for a specific project. The project may: (1) proceed with implementation of the strategy, because the project is determined to have a high probability of success and good conservation value, (2) not proceed until sustainable funding is secured for ongoing implementation of a control strategy, (3) not proceed in the short-term until more research can be done to determine feasibility or conservation value, or (4) not proceed at all because control is not feasible or warranted.

The 2024 NRM Project List, as noted in Chapter 5, assigns objectives to achieve by 2030 for invasive plant cover for each park management unit. The objectives consider numerous factors, such as landscape context, as well as site-specific and species-specific variables that influence the feasibility of achieving eradication, containment/exclusion, or suppression as IPM goals. Those factors were all considered when assigning general IPM goals for the invasive species observed in Roseville’s parks. Additional park-specific management goals may be needed based on variation in infestation levels among parks where a given species is present.



Roseville Parks Natural Resources Management Master Plan
Appendix D Invasive Species Treatment Goals

Table 3. Invasive plants observed in Roseville park natural areas in 2024

Species	Common Name	Growth Form	MN Noxious Weed Status*	Treatment Goal
<i>Torilis japonica</i>	Japanese hedge parsley	annual/biennial		suppression
<i>Alliaria petiolata</i>	garlic mustard	biennial	Restricted (2013)	suppression
<i>Chelidonium majus</i>	celandine	biennial		suppression
<i>Cirsium vulgare</i>	bull thistle	biennial		eradication
<i>Daucus carota</i>	wild carrot	biennial		disturbance reduction
<i>Hesperis matronalis</i>	dame's rocket	biennial/short-lived perennial		eradication
<i>Arctium species</i>	burdock	perennial		eradication
<i>Berteroia incana</i>	hoary alyssum	perennial		eradication
<i>Campanula rapunculoides</i>	creeping bellflower	perennial		eradication
<i>Centaurea stoebe</i>	spotted knapweed	perennial	Prohibited Control (2001)	suppression/containment
<i>Cirsium arvense</i>	Canada thistle	perennial	Prohibited Control (1872)	suppression
<i>Convallaria majalis</i>	European lily-of-the-valley	perennial		eradication
<i>Glechoma hederacea</i>	creeping Charlie	perennial		suppression/containment
<i>Euphorbia cyparissias</i>	cypress spurge	perennial		eradication
<i>Hemerocallis fulva</i>	daylily	perennial		eradication
<i>Lamium galeobdolon</i>	yellow archangel	perennial		suppression/containment
<i>Linaria vulgaris</i>	butter and eggs (yellow toadflax)	perennial		eradication
<i>Lotus corniculatus</i>	bird's-foot trefoil	perennial		suppression
<i>Lythrum salicaria</i>	purple loosestrife	perennial	Prohibited Control (1992)	containment
<i>Phalaris arundinacea</i>	reed canary grass	perennial		suppression/containment
<i>Potentilla indica</i>	mock strawberry	perennial		containment
<i>Reynoutria japonica</i>	Japanese knotweed	perennial	Prohibited Control (2014)	eradication
<i>Securigera varia</i>	crown vetch	perennial	Restricted (2017)	suppression/containment
<i>Caragana arborescens</i>	Siberian pea shrub	shrub	Restricted (2020)	eradication
<i>Euonymus alatus</i>	burning bush	shrub	Restricted (2020)	eradication
<i>Frangula alnus</i>	glossy buckthorn	shrub	Restricted (1999)	suppression
<i>Lonicera tatarica</i>	Tartarian honeysuckle	shrub	Restricted (2017)	eradication
<i>Rhamnus cathartica</i>	common buckthorn	shrub	Restricted (1999)	suppression



Roseville Parks Natural Resources Management Master Plan
Appendix D Invasive Species Treatment Goals

Species	Common Name	Growth Form	MN Noxious Weed Status*	Treatment Goal
<i>Acer ginnala</i>	amur maple	tree	Specially Regulated (2016)	eradication
<i>Acre platanoides</i>	Norway maple	tree	Specially Regulated (2020)	eradication
<i>Morus alba</i>	white mulberry	tree		eradication
<i>Populus alba</i>	white poplar	tree		eradication
<i>Robinia pseudoacacia</i>	black locust	tree	Restricted (2017)	eradication
<i>Ulmus pumila</i>	Siberian elm	tree		eradication
<i>Phellodendron amurense</i>	Amur corktree	tree	Specially Regulated (2023)	eradication
<i>Vinca minor</i>	periwinkle	woody vine		eradication

*The year listed in parenthesis is the year the species was added to the Minnesota Noxious Weed List. The following weblink provides definitions for each listing category.

<https://www.mda.state.mn.us/plants-insects/minnesota-noxious-weed-list>

A MN Noxious Weed List Fact Sheet is available at this weblink:

<https://www.mda.state.mn.us/sites/default/files/docs/2023-01/2023NoxiousWeedListFactsheet.pdf>



Appendix E 2024 Natural Resources Management Project List



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		Unit	Quantity	Est. Cost/ Unit	Est. Cost/ Year
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		LS	7.74		
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		Acre	7.74	\$500	\$3,870
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		Acre	7.74	\$445	\$3,444
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		Acre	7.74	\$175	\$1,355
ACORN	OW/LF1	Oak Woodland & Lowland Forest Restoration	7.74					Hand-pull weeds	Japanese hedge parsley, garlic mustard	<5%	Prevent seed production	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	7.74	\$250	\$1,935
ACORN	OW/LF1	Oak Woodland & Lowland Forest Restoration	7.74					Hand seed removal - annually	burdock		Prevent seed production	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	7.74	\$0	\$0
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		Acre	7.74	\$1,500	\$11,610
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		LS	1.00	\$850	\$850
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		LS	1.00	\$850	\$850
ACORN	OW/LF2	Woodland/Forest Restoration	0.64					Invasive brush foliar treatment for re-sprouts/seedlings - annually	buckthorn		<1% woody invasive shrub cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.64	\$450	\$288
ACORN	OW/LF2	Woodland/Forest Restoration	0.64					Hand-pull weeds	garlic mustard	<5%	Prevent seed production annually for 5 years	x		spring	Gloves, safety glasses	Training: Plant ID		Acre	0.64	\$500	\$320
ACORN	OW/LF2	Woodland/Forest Restoration	0.64					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	0.64	\$0	\$0
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		Acre	0.64	\$350	\$224

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		Unit	Quantity	Est. Cost/ Unit	Est. Cost/ Year
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		LS	1.00	\$650	\$650
ACORN	OW/LF3	Oak Woodland & Lowland Forest Restoration	15.85	25-50%	Bur oak canopy w/ white oak, cottonwood, boxelder, quaking aspen, big-tooth aspen, few basswood, silver maple; boxelder, silver maple under; dead ash; rich shrub layer; few patchy buckthorn; few honeysuckle; native ground cover variable in cover and species richness; several mowed areas and significant disk golf trampling/disturbance w/in this unit.	High	Remnant & highest quality W/F MU in park; high restoration potential; high sustainability with disturbance reduction														
ACORN	OW/LF3	Oak Woodland & Lowland Forest Restoration	15.85					Woody invasives removal by hand - annually	buckthorn, honeysuckle	<10%	<5% woody invasives cover	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Plant ID		Acre	15.85	\$500	\$7,925
ACORN	OW/LF3	Oak Woodland & Lowland Forest Restoration	15.85					Invasive brush foliar treatment for re-sprouts/seedlings - annually	buckthorn, honeysuckle	<10%	<5% woody invasives cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	15.85	\$450	\$7,133
ACORN	OW/LF3	Oak Woodland & Lowland Forest Restoration	15.85					Herbicide spot treat invasive weeds - annually	burdock, creeping Charlie, garlic mustard rosettes, butter and eggs	<25%	<10% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	15.85	\$350	\$5,548
ACORN	OW/LF3	Oak Woodland & Lowland Forest Restoration	15.85					Hand-pull weeds, cut thistle flowering stems - annually	garlic mustard, Japanese hedge parsley, motherwort; bull thistle	<10%	Seed production prevented annually for 5 years	x		growing season	Gloves, safety glasses; hand tool for chopping thistle stems	Training: Plant ID		Acre	15.85	\$350	\$5,548
ACORN	OW/LF3	Oak Woodland & Lowland Forest Restoration	15.85					Hand seed removal - annually	burdock		Seed production prevented annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	15.85	\$0	\$0
ACORN	OW/LF3	Oak Woodland & Lowland Forest Restoration	15.85					Native seeding - 3-4x	native woodland edge/savanna mix		>75% native ground cover; increase species richness	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	15.85	\$850	\$13,473
ACORN	OW/LF3	Oak Woodland & Lowland Forest Restoration	15.85					Prescribed burn - 1x	native woodland		1 RxB implemented		x	dormant seasons	RxB equip, specialized Personal Protective Equipment	Training: RxB		LS	1.00	\$8,500	\$8,500
ACORN	P1, P2, P3	Prairie Reconstruction	0.64	P1: >75% P2: 50-75% P3: 25-50%	Native prairie cover varies between the three prairie islands; need to reduce herbaceous weed cover; remove tree saplings; burn to invigorate existing prairie veg; interseed grasses or grass/forb mix in P2 and P3.	High	Moderate quality; low effort; good grant funding options											Acre	0.64		
ACORN	P1, P2, P3	Prairie Reconstruction	0.64					Herbicide spot treat invasive weeds - annually	Red clover, dandelion, plantain, burdock, butter and eggs, tansy, orchard grass, kentucky bluegrass, other nonnative cool season grasses	25-75%	<10% cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.64	\$350	\$224
ACORN	P1, P2, P3	Prairie Reconstruction	0.64					Hand-pull weeds	mullein	Few scattered plants	0 plants	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	0.64	\$500	\$320

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ACORN	P1, P2, P3	Prairie Reconstruction	0.64					Hand seed removal - annually	burdock		Seed production prevented annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	0.64	\$0	\$0
ACORN	P1, P2, P3	Prairie Reconstruction	0.64					Invasive woody hand cut/treat- annually	All non-oak trees; white mulberry, boxelder	<1%	0 non-oak trees	x		any time	Loppers, herbicide daubers, glyphosate herbicide w/ indicator dye			Acre	0.64	\$500	\$320
ACORN	P1, P2, P3	Prairie Reconstruction	0.64					Prescribed burn - 1x	N/A	N/A	1x		x	fall or spring	RxB equip, specialized Personal Protective Equipment	Training: RxB		Acre	0.64	\$2,000	\$1,280
ACORN	P1, P2, P3	Prairie Reconstruction	0.64					Supplemental seeding - 1-2x	N/A	N/A	>75% native prairie cover across all 3 units; increased species richness	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	0.64	\$850	\$544
ACORN	WL1	Wetland Restoration	1.35	??	Dense purple loosestrife	Low	Low quality; high effort	Plan for future intensive vegetative restoration w/ other wetlands in park.			TBD							Acre	1.35		
ACORN	WL2	Wetland Restoration	0.44	<25%	Cattail marsh; reed canary grass; silver maple spalings; few glossy buckthorn around perimeter; low priority for management?	Low	Low quality; high effort due to current high disturbance levels	Woody invasives removal by hand - annually	buckthorn		<1% woody invasive shrub cover			dormant seasons	Loppers/hand saws; herbicide daubers with aquatic-approved herbicide, indicator dye			Acre	0.44		
ACORN	WL3	Wetland Restoration	0.37	<25%	Wetland (disk golf pond); disturbed frequently by golfers wading in for disks; consider course re-route. Reed canary grass dominated emergent zone w/ native shrubs.	Low	Low quality; high effort	Re-route frisbee golf course to prevent disturbance?	native vegetation, pond life, breeding frogs/toads									Acre	0.37		
ACORN	WL5	Wetland Restoration	3.60	25-50%	Seepage wetland w/ boardwalk; purple loosestrife, glossy buckthorn present; raise outlet elevation to improve hydrology	Med	Moderate quality; high restoration potential; moderate effort; high sustainability (invasive brush)	Invasive woody cut/treat- annually	glossy & common buckthorn	<25%	<5% woody invasives cover		x	winter	Brush saws/loppers/hand saws; aquatic-safe herbicide, indicator dye, herbicide daubers	Training for work on ice; brush saw		Acre	3.60		
ACORN	WL7	Wetland Restoration	0.49	<50%	Forested wetland; dense creeping Charlie cover, reed canary grass.	Low	Low quality; high effort; low sustainability	Native seeding 2-3x	native grasses/sedges		>50% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	0.49		
ACORN	WL9	Wetland Restoration	1.43	<25%	Cattails, reed canary grass dominated.	Low	Low quality; high effort; low sustainability	Plan for future intensive vegetative restoration w/ other wetlands in park?										Acre	1.43		
ACORN	WL10	Wetland Restoration	0.29	<10%	Reed canary grass dominated, w/ ash, boxelder seedlings; few native plants.	Low	Low quality; high effort; low sustainability	Plan for future intensive vegetative restoration w/ other wetlands in park?										Acre	0.29		
ACORN	WL10	Wetland Restoration	0.29					Herbicide spot treat invasive weeds - annually	Canada thistle, crown vetch, burdock	>75%	<10% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.29	\$1,000	\$290
ACORN	WL10	Wetland Restoration	0.29					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Clippers, gloves, safety glasses, bags	Training: Plant ID		Acre	0.29	\$0	\$0
ACORN	WL11	Wetland Restoration	0.13	>50%	Vernal pond; silver maple seedlings; down dead wood.	Low	Low quality; high effort; low sustainability											Acre	0.13		
ACORN	WL11	Wetland Restoration	0.13					Herbicide spot invasive weed treatment - annually	reed canary grass, Canada thistle	<10%			x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.13	\$1,000	\$130
ACORN	WL11	Wetland Restoration	0.13					Native seeding - 2-3x	forest floodplain mix	>75%	>75% native ground cover around perimeter	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		LS	1.00	\$550	\$550

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APPLEWOOD	W/F	Woodland/Forest Restoration	0.26	<10%	Boxelder, walnut canopy, with cottonwood, bur oak, red maple, spruce; boxelder understory; over dozen dead 6" ash; understory dense shade from boxelder; bare ground except for canopy openings at north end; downed dead wood; burdock thick along west edge, and in canopy opening; overall poor condition.	High	Social equity (sparse walkable natural resources access in neighborhood); will require high effort for small unit											Acre	0.26		
APPLEWOOD	W/F	Woodland/Forest Restoration	0.26					Invasive tree, dead ash, dead down wood, boxelder understory removal - 1x	white mulberry, Siberian elm, boxelder, dead ash		No invasive trees in canopy or undrestory; dead ash removed; boxelder thinned to increase understory light		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	0.26		
APPLEWOOD	W/F	Woodland/Forest Restoration	0.26					Woody invasives removal by hand - 1x	buckthorn, white mulberry, honeysuckle		No stems with basal diameter >1/4"	x		dormant seasons	Brush saws; Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	0.26	\$3,500	\$910
APPLEWOOD	W/F	Woodland/Forest Restoration	0.26					Invasive brush foliar treatment for re-sprouts/seedlings - annually	buckthorn, white mulberry, honeysuckle		<1% invasive brush cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.26	\$1,500	\$390
APPLEWOOD	W/F	Woodland/Forest Restoration	0.26					Hand pull herbaceous weeds - annually	garlic mustard, motherwort		<1% herbaceous invasives cover	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	0.26	\$1,000	\$260
APPLEWOOD	W/F	Woodland/Forest Restoration	0.26					Herbicide spot treat invasive weeds - 2x	motherwort, burdock, other broadleaf weeds		<1% broadleaf weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.26	\$1,500	\$390
APPLEWOOD	W/F	Woodland/Forest Restoration	0.26					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Clippers, gloves, safety glasses, bags	Training: Plant ID		Acre	0.26	\$0	\$0
APPLEWOOD	W/F	Woodland/Forest Restoration	0.26					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		LS	1.00	\$1,500	\$1,500
APPLEWOOD	W/F	Woodland/Forest Restoration	0.26					Tree planting - 1x	oaks		Fill in canopy gaps at north end	x	x	spring/fall				Acre	0.26	\$2,000	\$520
APPLEWOOD OVERLOOK	PS	Prairie/ Savanna	0.72	25-50%	Cottonwood canopy w/ occasional spruce, river birch, silver maple; invasive Russian olive, Siberian elm; invasive shrubs/saplings rare; ground cover dominated by nonnative plants, especially in prairie along north side of pond; dead down trees south arm.	High	Social equity (sparse walkable natural resources access in neighborhood); will require high effort for small unit											Acre	0.72		
APPLEWOOD OVERLOOK	PS	Prairie/ Savanna	0.72					Invasive tree, dead ash, dying aspen, down dead wood removal - 1x	Russian olive, Siberian elm, down dead wood, dead or dying ash and aspen	<10%	No invasive trees, down dead trees, snags		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	0.72		
APPLEWOOD OVERLOOK	PS	Prairie/Savanna	0.72					Woody invasives removal by hand - 1x	buckthorn, white mulberry, honeysuckle; saplings in prairie planting	<10%	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		Acre	0.72	\$1,500	\$1,080
APPLEWOOD OVERLOOK	PS	Prairie/Savanna	0.72					Invasive brush foliar treatment for re-sprouts/seedlings - 2x	buckthorn, white mulberry, honeysuckle	<10%	<1% woody invasives cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.72	\$1,500	\$1,080

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APPLEWOOD OVERLOOK	PS	Prairie/Savanna	0.72					Herbicide spot treat invasive weeds - annually	burdock, crown vetch, curly dock, Canada thistle, common St. Johnswort	25-50%	<5% herbaceous invasives cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.72	\$950	\$684
APPLEWOOD OVERLOOK	PS	Prairie/Savanna	0.72					Hand pull invasive herbaceous weeds - annually	hoary alyssum, bull thistle, mullein, sweetclover	<10%	<1%; few scattered plants	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	0.72	\$3,000	\$2,160
APPLEWOOD OVERLOOK	PS	Prairie/Savanna	0.72					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	0.72	\$0	\$0
APPLEWOOD OVERLOOK	PS	Prairie/Savanna	0.72					Site prep spray/mow for native seeding -1-2x	nonnative ground cover				x	growing season	Backpack sprayers, herbicide, indicator dye; mowing equipment	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID; Mowing Equipment Operation; Trailingering		LS	1.00	\$1,500	\$1,500
APPLEWOOD OVERLOOK	PS	Prairie/Savanna	0.72					Native seeding - 2-3x	prairie/savanna seed mixes		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		LS	1.00	\$850	\$850
APPLEWOOD OVERLOOK	PS	Prairie/Savanna	0.72					Grow-in spot mowing/weed control for seeded areas	weeds		>75% native ground cover		x	growing season	Backpack sprayers, herbicide, indicator dye; mowing equipment	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID; Mowing Equipment Operation; Trailingering		LS	1.00	\$750	\$750
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											Acre	0.29		
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		LS	1.00	\$2,500	\$2,500
AUTUMN GROVE	W/F	Woodland/Forest Restoration	0.29					Invasive brush foliar treatment for re-sprouts/seedlings - 3x	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		Acre	0.29	\$2,100	\$609
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		Acre	0.29	\$1,500	\$435
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		LS	1.00	\$450	\$450
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		LS	1.00	\$850	\$850
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											Acre	0.14		
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)	Training: Mowing Equipment Operation; Trailingering		Acre	0.14	\$5,000	\$700

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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		EA	1.00	\$2,100	\$2,100
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		Acre	0.14	\$4,000	\$560
CENTRAL PARK DALE EAST	P1 (CP-U5)	Prairie Reconstruction	0.14					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	0.14	\$0	\$0
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		Acre	0.14	\$3,500	\$490
CENTRAL PARK DALE EAST	OW/LF1	Oak Woodland & Lowland Forest Restoration	9.03	50-75%	HANC woodland: Canopy cover mix of oak, lowland hardwoods, planted conifers; scattered invasive shrub follow-up; spot treat herbaceous invasives; long-term canopy management planning needed (dead oaks in SE corner, dead conifers near HANC, canopy gaps); more groundlayer seeding; invasive tree removal.	High	Remnant plant community; high quality, restoration potential, and sustainability; role in environmental education											Acre	9.03		
CENTRAL PARK DALE EAST	OW/LF1	Oak Woodland & Lowland Forest Restoration	9.03					Canopy successional planning & tree planting			Forest management plan		x					Acre	9.03		
CENTRAL PARK DALE EAST	OW/LF1	Oak Woodland & Lowland Forest Restoration	9.03					Herbicide spot treat invasive weeds - annually	burdock, Canada thistle, garlic mustard, creeping Charlie, motherwort, reed canary grass, daylily	50-75%	<25% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	9.03	\$350	\$3,161
CENTRAL PARK DALE EAST	OW/LF1	Oak Woodland & Lowland Forest Restoration	9.03					Hand pull weeds - annually	garlic mustard, motherwort, dame's rocket, hairy vetch		Prevent seed production annually for 5 years	x		growing season	Gloves, safety glasses, bags	Training: Plant ID		Acre	9.03	\$1,000	\$9,030
CENTRAL PARK DALE EAST	OW/LF1	Oak Woodland & Lowland Forest Restoration	9.03					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	9.03	\$0	\$0
CENTRAL PARK DALE EAST	OW/LF1	Oak Woodland & Lowland Forest Restoration	9.03					Invasive brush foliar treatment for re-sprouts/seedlings - annually	buckthorn, glossy buckthorn, white mulberry, honeysuckle	<5%	<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		Acre	9.03	\$650	\$5,870
CENTRAL PARK DALE EAST	OW/LF1	Oak Woodland & Lowland Forest Restoration	9.03					Native seeding - 2-3x	woodland mix		>75% native ground cover; increase species richness	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	9.03	\$850	\$7,676
CENTRAL PARK DALE EAST	W/F2	Woodland/Forest Restoration	1.28	25-50%	HANC woodland: Lowland hardwoods w/ cottonwood, basswood, American elm; glossy buckthorn along shoreline; encroachment issues.	Med	Moderate quality; moderate sustainability											Acre	1.28		
CENTRAL PARK DALE EAST	W/F2	Woodland/Forest Restoration	1.28					Herbicide spot treat invasive weeds - annually	burdock, celandine, garlic mustard	25-50%	<10% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.28	\$750	\$960
CENTRAL PARK DALE EAST	W/F2	Woodland/Forest Restoration	1.28					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	1.28	\$0	\$0
CENTRAL PARK DALE EAST	W/F2	Woodland/Forest Restoration	1.28					Native seeding - 2-3x	woodland mix		>75% native ground cover; increase species richness	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	1.28	\$850	\$1,088
CENTRAL PARK DALE EAST	W/F2	Woodland/Forest Restoration	1.28					Invasive brush foliar treatment for re-sprouts/seedlings - annually	buckthorn, glossy buckthorn		<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		Acre	1.28	\$650	\$832

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CENTRAL PARK DALE EAST	W/F3 - Compost Facility	Woodland/Forest Restoration	1.20	<25%	Lowland hardwood canopy, occasional willow; buckthorn cover >75%, few honeysuckle; needs follow-up buckthorn brush mow and ground layer seeding.	High	Wetland buffer											Acre	1.20		
CENTRAL PARK DALE EAST	W/F3 - Compost Facility	Woodland/Forest Restoration	1.20					Forestry mow woody invasives - 1x	buckthorn, honeysuckle	>75%	<10% woody invasive shrub cover		x	dormant seasons	Specialized mowing equipment (walk-behind brush mower or skidsteer forestry mower)	Training: Mowing Equipment Operation; Trailing		Acre	1.20	\$2,000	\$2,400
CENTRAL PARK DALE EAST	W/F3 - Compost Facility	Woodland/Forest Restoration	1.20					Invasive brush foliar treatment for re-sprouts/seedlings - annually after forestry mow	buckthorn, honeysuckle	>75%	<10% woody invasive shrub cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.20	\$650	\$780
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		Acre	1.20	\$750	\$900
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		Acre	1.20	\$850	\$1,020
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		Acre	10.00	\$5,000	\$50,000
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		Acre	0.00		
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											Acre	0.16		
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		Acre	0.16	\$3,500	\$560
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		Acre	0.16	\$1,500	\$240
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		Acre	0.16	\$2,500	\$400
CENTRAL PARK DALE WEST	W/F4	Woodland/Forest Restoration	0.16					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	0.16	\$0	\$0
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		Acre	0.16	\$1,500	\$240

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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											Acre	1.63		
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		LS	1.63		
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		Acre	1.63	\$2,000	\$3,260
CENTRAL PARK DALE WEST	W/F5	Woodland/Forest Restoration	1.63					Invasive brush foliar treatment for re-sprouts/seedlings - annually	buckthorn, honeysuckle, white mulberry	25-50%	<10% woody invasive shrub cover		x	late spring/fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.63	\$650	\$1,060
CENTRAL PARK DALE WEST	W/F5	Woodland/Forest Restoration	1.63					Herbicide spot treat - annually until eradicated	Japanese knotweed	1 patch	Eradicate		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		EA	1.00	\$450	\$450
CENTRAL PARK DALE WEST	W/F5	Woodland/Forest Restoration	1.63		ADDED 8/25/24			Hand pull weeds - annually	catnip, mullein, hoary alyssum, garlic mustard, yellow sweetclover, dame's rock; remove burdock seeds	25-50%	few scattered plants	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	1.63	\$1,200	\$1,956
CENTRAL PARK DALE WEST	W/F5	Woodland/Forest Restoration	1.63					Native seeding - 3-4x	woodland edge mix		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	1.63	\$1,500	\$2,445
CENTRAL PARK DALE WEST	W/F6	Woodland/Forest Restoration	0.87	<50%	Lowland hardwood canopy; buckthorn re-sprout management needed; cut/treat and foliar; honeysuckle, white mulberry present; spot spray broadleaf weeds; white mulberry tree removal by Dale St; native seeding.	High	Sustain gains and continue NRM progress											Acre	0.87		
CENTRAL PARK DALE WEST	W/F6	Woodland/Forest Restoration	0.87					Invasive tree removal - 1x	white mulberry		No invasive trees present.		x		Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	0.87		
CENTRAL PARK DALE WEST	W/F6	Woodland/Forest Restoration	0.87					Woody invasives removal by hand - 1-2x	buckthorn, honeysuckle, amur maple, ash, boxelder	<25%	No stems with basal diameter >1/4"; no fruiting plants	x			Brush saws; Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training/License: MN dormant woody plant ID		Acre	0.87	\$2,000	\$1,740
CENTRAL PARK DALE WEST	W/F6	Woodland/Forest Restoration	0.87					Invasive brush foliar treatment for re-sprouts/seedlings - annually	buckthorn, honeysuckle, amur maple, ash, boxelder		<5% woody invasive shrub cover		x		Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.87	\$1,200	\$1,044
CENTRAL PARK DALE WEST	W/F6	Woodland/Forest Restoration	0.87					Herbicide spot treat invasive weeds - annually	broadleaf weeds	<25%	<10% herbaceous invasive weed cover		x		Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.87	\$750	\$653
CENTRAL PARK DALE WEST	W/F6	Woodland/Forest Restoration	0.87					Native seeding	woodland edge mix		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	0.87	\$1,500	\$1,305

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CENTRAL PARK VICTORIA EAST	W/F7	Woodland/Forest Restoration	4.15	>75%	Lowland hardwood canopy; remove invasive trees (Siberian elm); dead ash; rare occurrences of invasive brush to cut/treat or foliar (buckthorn, white mulberry); planted trees look good; spot spray broadleaf weeds; high weed cover along NE arm by Arboretum will require intense management if desire to restore to natives; patchy native seeding otherwise needed throughout.	High	Remnant plant community; high quality, high restoration potential, and high sustainability											Acre	4.15		
CENTRAL PARK VICTORIA EAST	W/F7	Woodland/Forest Restoration	4.15					Invasive tree removal - 1x	Siberian elm		No invasive trees present.		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	4.15		
CENTRAL PARK VICTORIA EAST	W/F7	Woodland/Forest Restoration	4.15					Woody invasives removal by hand	buckthorn, honeysuckle, white mulberry	<25%	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		Acre	4.15	\$850	\$3,528
CENTRAL PARK VICTORIA EAST	W/F7	Woodland/Forest Restoration	4.15					Invasive brush foliar treatment for re-sprouts/seedlings - annually	buckthorn, honeysuckle, mulberry, Siberian elm		<1% woody invasive shrub cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	4.15	\$650	\$2,698
CENTRAL PARK VICTORIA EAST	W/F7	Woodland/Forest Restoration	4.15					Herbicide spot treat invasive weeds - annually	broadleaf weeds	<25%	<5% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	4.15	\$350	\$1,453
CENTRAL PARK VICTORIA EAST	W/F7	Woodland/Forest Restoration	4.15					Native seeding	woodland edge mix		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	4.15	\$850	\$3,528
CENTRAL PARK VICTORIA EAST	W/F8	Woodland/Forest Restoration	1.26	25-50%	Mixed lowland hardwood/conifer canopy; dense shade; invasive brush is rare; needs undestory thinning of boxelder to establish native ground cover; spot treat broadleaf weeds; needs canopy succession planning.	Med-Low	Restoration potential hinges on canopy management; moderate sustainability due to edge effects but good volunteer project potential											Acre	1.26		
CENTRAL PARK VICTORIA EAST	W/F8	Woodland/Forest Restoration	1.26					Woody invasives removal by hand - 2-3x	buckthorn, honeysuckle, white mulberry	<25%	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		Acre	1.26	\$1,800	\$2,268
CENTRAL PARK VICTORIA EAST	W/F8	Woodland/Forest Restoration	1.26					Invasive brush foliar treatment for re-sprouts/seedlings - annually	buckthorn, honeysuckle, mulberry, Siberian elm	<25%	<1% woody invasive shrub cover		x	late spring/fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.26	\$850	\$1,071
CENTRAL PARK VICTORIA EAST	W/F8	Woodland/Forest Restoration	1.26					Herbicide spot treat invasive weeds - annually, and site prep for seeding	broadleaf weeds	50-75%	<10% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.26	\$650	\$819
CENTRAL PARK VICTORIA EAST	W/F8	Woodland/Forest Restoration	1.26					Native seeding - 2-3x	woodland edge mix		>75% diverse native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	1.26	\$850	\$1,071
CENTRAL PARK VICTORIA EAST	W/F8	Woodland/Forest Restoration	1.26					Canopy successional planning & tree planting			Forest management plan		x					Acre	1.26		
CENTRAL PARK VICTORIA EAST	W/F9	Woodland/Forest Restoration	0.29	<25%	Lowland hardwoods; needs woody and herbaceous invasives control followed by native seeding; could include native shrub planting.	Low	Low quality; low sustainability; high effort											Acre	0.29		

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CENTRAL PARK VICTORIA EAST	W/F9	Woodland/Forest Restoration	0.29					Invasive tree removal - 1x	autumn olive, Siberian elm		No invasive trees		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	0.29		
CENTRAL PARK VICTORIA EAST	W/F9	Woodland/Forest Restoration	0.29					Invasive brush foliar treatment for re-sprouts/seedlings - annually	buckthorn	50-75%	<10% woody invasive shrub cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.29	\$2,400	\$696
CENTRAL PARK VICTORIA EAST	W/F9	Woodland/Forest Restoration	0.29					Herbicide spot treat invasive weeds - annually	bird's-foot trefoil, butter and eggs, yellow sweetclover	>50%	<25% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.29	\$1,500	\$435
CENTRAL PARK VICTORIA EAST	W/F9	Woodland/Forest Restoration	0.29					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		LS	1.00	\$1,500	\$1,500
CENTRAL PARK VICTORIA EAST	W/F10	Woodland/Forest Restoration	0.32	<5%	Lowland hardwood canopy; follow-up brush foliar treatment to buckthorn; spot spray broadleaf weeds; native seeding.	Med	High restoration potential for low effort											Acre	0.32		
CENTRAL PARK VICTORIA EAST	W/F10	Woodland/Forest Restoration	0.32					Invasive brush foliar treatment for re-sprouts/seedlings - annually	buckthorn	25-50%	<5% woody invasive shrub cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.32	\$3,500	\$1,120
CENTRAL PARK VICTORIA EAST	W/F10	Woodland/Forest Restoration	0.32					Herbicide spot treat invasive weeds - annually	burdock, creeping bellflower	>50%	<10% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.32	\$1,800	\$576
CENTRAL PARK VICTORIA EAST	W/F10	Woodland/Forest Restoration	0.32					Native seeding - 2-3x	woodland mix		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	0.32	\$1,000	\$320
CENTRAL PARK LEXINGTON EAST & VICTORIA WEST	W/F11	Woodland/Forest Restoration	3.39	50-75%	East end with mowed areas, patches of buckthorn, honeysuckle, Amur maple; far west end in Lexington East park unit with bur oak canopy (and white mulberry); generally needs invasive shrub removal, some understory sapling thinning (boxelder, ash), and native ground layer seeding.	High	High restoration potential; high connectivity; good volunteer project area											Acre	3.39		
CENTRAL PARK LEXINGTON EAST & VICTORIA WEST	W/F11	Woodland/Forest Restoration	3.39					Invasive tree removal - 1x	white mulberry		No invasive trees present.		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	3.39		
CENTRAL PARK LEXINGTON EAST & VICTORIA WEST	W/F11	Woodland/Forest Restoration	3.39					Woody invasives removal and native sapling thinning by hand - 1-2x	buckthorn, honeysuckle, amur maple, ash, boxelder	<25%	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		Acre	3.39	\$1,100	\$3,729
CENTRAL PARK LEXINGTON EAST & VICTORIA WEST	W/F11	Woodland/Forest Restoration	3.39					Invasive brush foliar treatment for re-sprouts/seedlings - annually	buckthorn, honeysuckle, amur maple, ash, boxelder		<5% woody invasive shrub cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	3.39	\$750	\$2,543
CENTRAL PARK LEXINGTON EAST & VICTORIA WEST	W/F11	Woodland/Forest Restoration	3.39					Herbicide spot treat invasive weeds - annually	broadleaf weeds	<25%	<10% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	3.39	\$650	\$2,204
CENTRAL PARK LEXINGTON EAST & VICTORIA WEST	W/F11	Woodland/Forest Restoration	3.39		ADDED 8/25/24			Hand pull weeds - annually	broadleaf weeds		Few scattered plants; prevent seed production annually	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	3.39	\$850	\$2,882
CENTRAL PARK LEXINGTON EAST & VICTORIA WEST	W/F11	Woodland/Forest Restoration	3.39					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		Acre	3.39	\$850	\$2,882

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CENTRAL PARK VICTORIA WEST	W/F 12	Woodland/Forest Restoration	0.38	>75%	Lowland hardwood canopy; scattered buckthorn resprouts, with a few to cut/treat at north end of unit; buckthorn along fenceline; burdock to spot spray; native ground cover is good (>75%) but low richness.	High	Sustain gains and continue NRM progress											Acre	0.38		
CENTRAL PARK VICTORIA WEST	W/F 12	Woodland/Forest Restoration	0.38					Woody invasives removal by hand - 1-2x	buckthorn	<10%	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		Acre	0.38	\$800	\$304
CENTRAL PARK VICTORIA WEST	W/F 12	Woodland/Forest Restoration	0.38					Invasive brush foliar treatment for re-sprouts/seedlings - annually	buckthorn		<1% woody invasive shrub cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.38	\$2,500	\$950
CENTRAL PARK VICTORIA WEST	W/F 12	Woodland/Forest Restoration	0.38					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		Acre	0.38	\$2,000	\$760
CENTRAL PARK VICTORIA WEST	W/F 12	Woodland/Forest Restoration	0.38					Native seeding - 2-3x	woodland mix		Increase species richness	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	0.38	\$1,500	\$570
CENTRAL PARK LEXINGTON	P/S1	Prairie/Savanna Restoration	1.86	>75%	Prairie/savanna structure with scattered native trees; good native ground cover; invasive brush cover moderate; further stabilize ground cover then pursue oak planting.	Med	Good quality; moderate restoration potential; sustain gains and continue NRM progress											Acre	1.86		
CENTRAL PARK LEXINGTON	P/S1	Prairie/Savanna Restoration	1.86					Woody invasives removal by hand - 2-3x	buckthorn	25-50%	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		Acre	1.86	\$2,200	\$4,092
CENTRAL PARK LEXINGTON	P/S1	Prairie/Savanna Restoration	1.86					Invasive brush foliar treatment for re-sprouts/seedlings - annually	buckthorn	25-50%	<5% woody invasive shrub cover		x	spring/fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.86	\$750	\$1,395
CENTRAL PARK LEXINGTON	P/S1	Prairie/Savanna Restoration	1.86					Hand pull herbaceous weeds - annually	hoary alyssum, spotted knapweed, sweetclover		<5% herbaceous invasive weed cover	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	1.86	\$750	\$1,395
CENTRAL PARK LEXINGTON	P/S1	Prairie/Savanna Restoration	1.86					Herbicide spot treat invasive weeds - annually	perennial broadleaf weeds		<5% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.86	\$450	\$837
CENTRAL PARK LEXINGTON	P/S1	Prairie/Savanna Restoration	1.86					Native seeding, time w/ prescribed burn - 2-3x	mesic savanna mix		Increased species richness	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		LS	1.00	\$3,500	\$3,500
CENTRAL PARK LEXINGTON	P/S1	Prairie/Savanna Restoration	1.86					Prescribed burn - 1x			At least 1 prescribed burn implemented		x	dormant seasons	RxB equip, specialized Personal Protective Equipment	Training: RxB		Acre	1.86	\$2,500	\$4,650
CENTRAL PARK LEXINGTON	P/S1	Prairie/Savanna Restoration	1.86					Dormant brush mow to aid in brush suppression and spot weed treatment - 1-2x	invasive and native brush		At least 1 dormant mow		x	dormant seasons	Specialized mowing equipment (walk-behind brush mower or skidsteer forestry mower)	Training: Mowing Equipment Operation; Trailingering		Acre	1.86	\$350	\$651

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CENTRAL PARK VICTORIA WEST	SL4 - Frog Pond Buffer	Shoreline restoration	0.32	50-75%	Excellent diverse native ground cover in north 1/2 of unit; south 1/2 dominated by reed canary grass and thistles w/ scattered native grasses, sedges, and forbs.	High	Sustain gains and continue NRM progress											Acre	0.32		
CENTRAL PARK VICTORIA WEST	SL4 - Frog Pond Buffer	Shoreline restoration	0.32					Prescribed burn - 1x			At least 1 prescribed burn implemented		x	spring	RxB equip, specialized Personal Protective Equipment	Training: RxB		LS	1.00	\$2,080	\$2,080
CENTRAL PARK VICTORIA WEST	SL4 - Frog Pond Buffer	Shoreline restoration	0.32					Woody invasives removal by hand - annually	sweep for tree saplings		No stems with basal diameter >1/4"	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	0.32	\$2,500	\$800
CENTRAL PARK VICTORIA WEST	SL4 - Frog Pond Buffer	Shoreline restoration	0.32					Grass-selective spray post-burn -1-2x	nonnative cool season grasses		<5% invasive grass cover		x	spring	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.32	\$1,200	\$384
CENTRAL PARK VICTORIA WEST	SL4 - Frog Pond Buffer	Shoreline restoration	0.32					Native seeding, time w/ prescribed burn - 2-3x	wet meadow		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	0.32	\$3,500	\$1,120
CENTRAL PARK VICTORIA WEST	SL4 - Frog Pond Buffer	Shoreline restoration	0.32					Grow-in spot mowing/weed control for seeded areas			>75% native ground cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		LS	1.00	\$750	\$750
CENTRAL PARK VICTORIA WEST	SL4 - Frog Pond Buffer	Shoreline restoration	0.32					Herbicide spot treat invasive weeds - annually	Canada thistle, curly dock, bird's-foot trefoil, perennial sowthistle, reed canary grass		<5% herbaceous invasive broadleaf ground cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.32	\$1,200	\$384
CENTRAL PARK LEXINGTON	P2	Prairie Restoration	0.30	>90%	Excellent native forb cover; could use native brush suppression; very few buckthorn shrubs, white mulberry saplings; recommend removal of invasive trees (white mulberry, Siberian elm).	Med	Sustain gains and continue NRM progress; manage for economy of scale w/ adjacent P/S1 unit											Acre	0.30		
CENTRAL PARK LEXINGTON	P2	Prairie Restoration	0.30					Invasive tree removal - 1x	Siberian elm, white mulberry	2 Siberian elms; 1 white mulberry	No invasive trees present		x	winter	Chainsaw, heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	0.30		
CENTRAL PARK LEXINGTON	P2	Prairie Restoration	0.30					Dormant brush mow to aid in brush suppression and spot weed treatment - 1-2x			At least 1 dormant mow		x	dormant seasons	Specialized mowing equipment (walk-behind brush mower or skidsteer forestry mower)	Training: Mowing Equipment Operation; Trailing		Acre	0.30	\$1,200	\$360
CENTRAL PARK LEXINGTON	P2	Prairie Restoration	0.30					Hand pull herbaceous weeds - annually	hoary alyssum; watch for others present in adjacent P/S1 unit	<5%	<1% herbaceous invasive broadleaf ground cover	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	0.30	\$2,000	\$600
CENTRAL PARK LEXINGTON	P2	Prairie Restoration	0.30					Herbicide spot treat invasive weeds - annually	curly dock, watch for others	<5%	<1% herbaceous invasive broadleaf ground cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.30	\$2,000	\$600
CENTRAL PARK LEXINGTON	P2	Prairie Restoration	0.30					Prescribed burn (RxB) - 1x			1 RxB implemented		x	dormant seasons	RxB equip, specialized Personal Protective Equipment	Training: RxB		EA	1.00	\$3,500	\$3,500
CENTRAL PARK LEXINGTON	P2	Prairie Restoration	0.30					Native seeding, especially grasses - 2-3x	mesic prairie		>75% native ground cover; increase species richness	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	0.30	\$1,500	\$450

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CENTRAL PARK LEXINGTON	Bennett Lake	Lake Restoration	28.00	N/A	Comments from 2013 still apply for 2024. 2013 Summary: Alum treatmeent should only be considered after other water quantity/quality projects are implemented in the watershed. Curly leaf pondweed herbicide treatment is not allowed due to MN DNR classification of lake.	??	Efforts need to be coordinated with DNR & watershed	Water quality monitoring by volunteers? Alum treatment?										Acre	28.00		
CENTRAL PARK LEXINGTON	SL	Shoreline Restoration	1.05	<25%	Reed canary grass, Canada thistle, purple loosestrife are primary weed issues along shoreline, along with native brush (sandbar willow); rare occurrences of buckthorn, few native tree seedlings, few amur maple saplings. Wooded shorelines w/ green ash, cottonwood, weeping willow, silver maple; sandbar willow common.	High	Sustain gains and continue NRM progress; good volunteer project for woody invasives control & supplemental planting											Acre	1.05		
CENTRAL PARK LEXINGTON	SL	Shoreline Restoration	1.05					Herbaceous invasive weed treatment and sweep for invasive shrubs - annually	Canada thistle, purple loosestrife, reed canary grass, sweetclovers, crown vetch, bird's-foot trefoil	50-75%	<25% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.05	\$1,500	\$1,575
CENTRAL PARK LEXINGTON	SL	Shoreline Restoration	1.05					Woody invasives removal by hand - 2-3x	buckthorn, amur maple, tree saplings	<10%	<1% woody invasive brush cover; few scattered native tree saplings	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	1.05	\$1,200	\$1,260
CENTRAL PARK LEXINGTON	SL	Shoreline Restoration	1.05					Site prep for plug planting					x	variable	Combo of mowing/spot spraying equipment & supplies	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.05	\$750	\$788
CENTRAL PARK LEXINGTON	SL	Shoreline Restoration	1.05					Supplemental plug planting	wet meadow		Increase	x	x	variable				Acre	1.05	\$6,000	\$6,300
CENTRAL PARK VICTORIA EAST	WL3	Wetland Restoration	9.12	??	Purple loosestrife control; spot cut/treat glossy buckthorn along trail along N side.	High	Good volunteer project for woody invasives control along trail; otherwise LOW priority due to purple loosestrife & low sustainability	Woody invasives removal by	glossy buckthorn		No stems with basal diameter >1/4"; no fruiting plants				Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	9.12		

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CENTRAL PARK NORTH	CP-W8, W9, W10, W11	Wetland Restoration	9.50		Status for restoration/management unchanged in 2024. 2013 summary comments:This is a large wetland complex between CR C and Lake Owasso. Management of invasives would be the highest priority, although there would likely be limited return on investment for restoration effort (unlikely to significantly reduce purple loosestrife or reed canary grass). Best opportunity is likely through additional biocontrol release for purple loosestrife.	Low	Low quality; low restoration potential; low sustainability											Acre	9.50		
CENTRAL PARK NORTH	W/F1	Woodland/Forest Restoration	1.05	<10%	Lowland hardwood canopy; boxelder understory; old growth buckthorn & honeysuckle; down dead wood; sparse native ground cover.	Low	Poor accessibility for restoration work											Acre	1.05		
CENTRAL PARK NORTH	W/F1	Woodland/Forest Restoration	1.05					Forestry mow invasive brush, down dead wood - 1x	buckthorn, honeysuckle	>75%	<10% woody invasives cover		x	winter	Specialized mowing equipment (walk-behind brush mower or skidsteer forestry mower)	Training: Mowing Equipment Operation; Trailing		LS	1.00	\$3,200	\$3,200
CENTRAL PARK NORTH	W/F1	Woodland/Forest Restoration	1.05					Invasive brush foliar treatment for re-sprouts - 2x	buckthorn, honeysuckle	>75%	<10% woody invasives cover		x	spring/fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.05	\$950	\$998
CENTRAL PARK NORTH	W/F1	Woodland/Forest Restoration	1.05					Site prep spray nonnative ground cover	nonnative ground cover	>50%	<10% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.05	\$550	\$578
CENTRAL PARK NORTH	W/F1	Woodland/Forest Restoration	1.05					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		Acre	1.05	\$850	\$893
CENTRAL PARK NORTH	W/F2	Woodland/Forest Restoration	2.13	<10%	Cottonwood, boxelder w/ spruce, white pine, balsam fir; few buckthorn, honeysuckle; ground cover nonnative.	Low	Poor accessibility for restoration work; potential volunteer walk-in project	Invasive brush cut/treat	buckthorn, honeysuckle			x	x		Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	2.13	\$4,000	\$8,520
CENTRAL PARK NORTH	W/F3	Woodland/Forest Restoration	2.74	<5%	Lowland hardwood canopy of cottonwood, boxelder; walnut & American elm under; buckthorn resprouts common; scattered native shrubs; sparse native ground cover.	Med	Low quality; moderate restoration potential; moderate sustainability; sustain progress in NRM											Acre	2.74		
CENTRAL PARK NORTH	W/F3	Woodland/Forest Restoration	2.74					Forestry mow invasive brush, down dead wood, where accessible - 1x	buckthorn, honeysuckle	>75%	<10% woody invasives cover		x	winter	Specialized mowing equipment (walk-behind brush mower or skidsteer forestry mower)	Training: Mowing Equipment Operation; Trailing		Acre	2.74	\$1,300	\$3,562
CENTRAL PARK NORTH	W/F3	Woodland/Forest Restoration	2.74					Invasive brush hand cut/treat - 2x	buckthorn, honeysuckle	<5%	No fruiting buckthorn	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	2.74	\$850	\$2,329

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CENTRAL PARK NORTH	W/F3	Woodland/Forest Restoration	2.74					Invasive brush foliar treatment for re-sprouts - 2x	buckthorn, honeysuckle	>75%	<10% woody invasives cover		x	spring/fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	2.74	\$650	\$1,781
CENTRAL PARK NORTH	W/F3	Woodland/Forest Restoration	2.74					Site prep spray nonnative ground cover	nonnative ground cover	>50%	<10% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	2.74	\$550	\$1,507
CENTRAL PARK NORTH	W/F3	Woodland/Forest Restoration	2.74					Native seeding - 2x	woodland edge mix		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	2.74	\$850	\$2,329
COTTONTAIL	W/F	Woodland/Forest Restoration	7.83	>75%	Lowland hardwood canopy w/ dead EAB ash, 0.4-ac stand of black locust, few Norway maple, white mulberry; understory open; follow-up buckthorn control needed; garlic mustard 50-75% seedling cover interspersed w/ natives; overall needs more buckthorn suppression, canopy management, supplemental seeding.	High	Sustain gains & continue NRM progress											Acre	7.83		
COTTONTAIL	W/F	Woodland/Forest Restoration	7.83					Invasive tree removal - 1x	black locust, Norway maple, white mulberry	<10%	No invasive trees in canopy or understory		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	7.83		
COTTONTAIL	W/F	Woodland/Forest Restoration	7.83					Invasive brush foliar treatment for re-sprouts - 2x	buckthorn, honeysuckle	10-20%	<5%		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	7.83	\$550	\$4,307
COTTONTAIL	W/F	Woodland/Forest Restoration	7.83					Invasive brush hand cut/treat - 2x	buckthorn, honeysuckle	<5%	No fruiting buckthorn	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	7.83	\$650	\$5,090
COTTONTAIL	W/F	Woodland/Forest Restoration	7.83					Herbicide spot treat invasive weeds - annually	burdock, motherwort, daylily, Canada thistle, yellow archangel, garlic mustard rosettes	50-75%	<10%		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	7.83	\$450	\$3,524
COTTONTAIL	W/F	Woodland/Forest Restoration	7.83					Native grass/sedge seeding - 2x	woodland species		Wild ryes displace garlic mustard	x	x	spring	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	7.83	\$750	\$5,873
COTTONTAIL	W/F	Woodland/Forest Restoration	7.83					Canopy successional planning & tree planting			Forest management plan		x					Acre	7.83		\$0
EVERGREEN	W/F	Woodland/Forest Restoration	0.13		No 2024 field assessment.													Acre	0.13		
EVERGREEN	W/F	Woodland/Forest Restoration	0.13					Invasive brush hand cut/treat - 2x	invasive shrubs		No invasive brush cover	x	x	dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	0.13	\$2,500	\$325

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HOWARD JOHNSON	PB	Pond Buffer	2.04	50-75%	Lowland hardwood canopy; moderate native ground cover but pervasive invasives in all veg layers; dozens dead ash & elm; few white mulberry & Norway maple in canopy; understory w/ white mulberry, buckthorn, amur maple, honeysuckle (25-50% cover); good native wild rye cover along west side; needs more understory invasives removal and native seeding; cottonwood leaf litter or bare/sparse ground cover at north end; reed canary grass & purple loosestrife along pond shoreline.	High	Sustain gains & continue NRM progress											Acre	2.04		
HOWARD JOHNSON	PB	Pond Buffer	2.04					Canopy successional planning & tree planting			Forest management plan		x					Acre	2.04		
HOWARD JOHNSON	PB	Pond Buffer	2.04					Invasive tree, dead ash removal - 1x	white mulberry, Norway maple, dead ash		No invasive trees or dead ash in canopy or understory		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	2.04		
HOWARD JOHNSON	PB	Pond Buffer	2.04					Chainsaw woody invasives removal - 1x	amur maple		No invasive trees		x	dormant seasons	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		Acre	2.04	\$1,500	\$3,060
HOWARD JOHNSON	PB	Pond Buffer	2.04					Woody invasives removal by hand - 2x	buckthorn, honeysuckle, smaller sapling amur maple, plus boxelder and green ash stump sprouts	25-50%	No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	2.04	\$1,200	\$2,448
HOWARD JOHNSON	PB	Pond Buffer	2.04					Invasive brush foliar treatment for re-sprouts - 2x	buckthorn, honeysuckle, smaller amur maple	25-50%	<5%		x	early summer / early fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	2.04	\$750	\$1,530
HOWARD JOHNSON	PB	Pond Buffer	2.04					Herbicide spot treat invasive weeds - annually	burdock, leafy spurge, daylily; purple loosestrife shoreline	25-50%	<10%		x		Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	2.04	\$1,200	\$2,448
HOWARD JOHNSON	PB	Pond Buffer	2.04					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	2.04	\$0	\$0
HOWARD JOHNSON	PB	Pond Buffer	2.04					Hand pull herbaceous weeds - annually	garlic mustard		Seed production prevented annually for 5 years	x		April/May	Gloves, safety glasses	Training: Plant ID		Acre	2.04	\$650	\$1,326
HOWARD JOHNSON	PB	Pond Buffer	2.04					Native seeding after herbaceous weed removal - 1-2x	woodland edge w/ forbs		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	2.04	\$1,200	\$2,448
KELLER MAYFLOWER	PB	Pond Buffer	0.28	<25%	Lowland hardwood dense canopy and understory around most of wetland w/ reed canary grass along E edge; planted spruce around edges; open up understory; plug and seed natives; plant native herbaceous buffer 20-25' into existing mowed; park adopted by neighborhood.	High	Social equity (very sparse walkable natural resources access in neighborhood); will require high effort for small unit; volunteer opportunities for planting											Acre	0.28		

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KELLER MAYFLOWER	PB	Pond Buffer	0.28					Herbicide spot treat invasive weeds - annually	creeping Charlie, lily of the valley, Canada thistle, creeping bellflower; invasive woody re-sprouts	>75%	<25%		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.28	\$1,200	\$336
KELLER MAYFLOWER	PB	Pond Buffer	0.28					Woody invasives removal by hand - 1x	buckthorn, white mulberry		No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	0.28	\$3,500	\$980
KELLER MAYFLOWER	PB	Pond Buffer	0.28					Invasive brush foliar treatment for re-sprouts - 2x	buckthorn, white mulberry		No invasive brush cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.28	\$1,200	\$336
KELLER MAYFLOWER	PB	Pond Buffer	0.28					Thin native woody understory	silver maple, ash		Increased understory light for native ground cover establishment	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	0.28	\$4,500	\$1,260
KELLER MAYFLOWER	PB	Pond Buffer	0.28					Native seeding & plug planting	prairie, woodland edge, wetland emergent		>75% native ground cover; over 20 species	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding; native plugs, trowels	Seed mix, plug planting design		Acre	0.28	\$15,000	\$4,200
KEYA (formerly Pocahantas)	P/S	Prairie/Savanna Restoration	1.37	>75%	Canopy patchy (25-50%) w/ walnut, boxelder; dead EAB ash north end; invasive shrubs scattered/rare; herbaceous invasives occasional throughout; native ground cover dominated by bergamot; switch from Woodland/Forest community type goal to Prairie/Savanna.	Med	Sustain gains & continue NRM progress											Acre	1.37		
KEYA (formerly Pocahantas)	P/S	Prairie/Savanna Restoration	1.37		ADDED 8/25/24: Transition canopy to oak; plan boxelder removal.			Dead EAB ash and boxelder removal - 1x	dead/dying ash		No dead/dying ash or boxelder		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.37		
KEYA (formerly Pocahantas)	P/S	Prairie/Savanna Restoration	1.37					Woody invasive shrub/sapling removal by hand - 2-3x	buckthorn, mulberry	<10%	No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	1.37	\$1,500	\$2,055
KEYA (formerly Pocahantas)	P/S	Prairie/Savanna Restoration	1.37					Invasive brush foliar treatment for re-sprouts - 2x	buckthorn, mulberry	<10%	<5% woody invasives cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.37	\$750	\$1,028
KEYA (formerly Pocahantas)	P/S	Prairie/Savanna Restoration	1.37					Herbicide spot treat invasive weeds - annually	burdock, absinth sage, crown vetch		<10% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.37	\$650	\$891
KEYA (formerly Pocahantas)	P/S	Prairie/Savanna Restoration	1.37					Hand pull invasive herbaceous weeds - annually	garlic mustard, mullein, bull thistle, hoary alyssum, motherwort		<10% herbaceous invasive weed cover	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	1.37	\$950	\$1,302
KEYA (formerly Pocahantas)	P/S	Prairie/Savanna Restoration	1.37					Site prep mow, native interseeding warm-season prairie grasses, grow-in mowing	prairie grasses		Increase native grass cover for broadleaf weed competition	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	1.37	\$450	\$617
KEYA (formerly Pocahantas)	P/S	Prairie/Savanna Restoration	1.37					Tree planting & associated grow-in watering & maintenance - 1x	bur oak		Scattered trees for savanna canopy	x	x	spring	Bare root bur oak seedlings, rodent guards, fencing, water bags			LS	1.37		

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KEYA (formerly Pocahantas)	WL	Wetland Restoration	0.14	<10%	Dominated by reed canary grass.	Low	Low quality; low restoration potential; low sustainability within utility corridor											Acre	0.14		
LADYSLIPPER	WL	Wetland	10.00		Significant undertaking to manage cattails, reed canary grass, and restore natives in landscape context. No management recommendations at this time.	Low	Low quality; low restoration potential; low sustainability											Acre	10.00		
LADYSLIPPER	W/F1	Woodland/Forest Restoration	2.81		High water prevented 2024 field access; may need sweep for invasive shrubs.	??												Acre	2.81		
LADYSLIPPER	W/F2	Woodland/Forest Restoration	0.17	10-25%	Disturbed and weed dominated; scattered buckthorn, honeysuckle; low priority for ground layer restoration due to landscape context.	Low	Low quality; low restoration potential; low sustainability											Acre	0.17		
LADYSLIPPER	W/F2	Woodland/Forest Restoration	0.17					Woody invasive shrub/sapling removal by hand - 2-3x	buckthorn, honeysuckle	<25%	No invasive brush cover	x	x	dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		LS	1.00	\$850	\$850
LADYSLIPPER	S	Savanna Restoration	0.45	50-75%	Old growth bur and pin oaks, plus 6" bur oaks at north end; recommending change from Woodland/Forest to Savanna community type; boxelder, green ash, Siberian elm in canopy south end; dead ash present; understory is open; buckthorn is rare; native ground cover 50-75% but very low diversity; garlic mustard common.	High	Remnant; legacy oaks; high restoration potential; sustain gains & continue NRM progress											Acre	0.45		
LADYSLIPPER	S	Savanna Restoration	0.45					Invasive tree and select native tree removal - 1x	Siberian elm, boxelder, green ash		No invasive trees present; increased understory light for native ground cover diversity		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	0.45		
LADYSLIPPER	S	Savanna Restoration	0.45					Woody invasive shrub/sapling removal by hand - 2-3x	buckthorn	<10%	No invasive brush cover	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	0.45	\$2,200	\$990
LADYSLIPPER	S	Savanna Restoration	0.45					Invasive brush foliar treatment for re-sprouts	buckthorn		No invasive brush cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.45	\$1,500	\$675
LADYSLIPPER	S	Savanna Restoration	0.45					Herbicide spot treat invasive weeds - annually	Canada thistle, creeping Charlie, garlic mustard rosettes		<5% herbaceous weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.45	\$1,800	\$810
LADYSLIPPER	S	Savanna Restoration	0.45					Hand pull herbaceous weeds - annually	garlic mustard, motherwort, catnip		Garlic mustard prevented from setting seed each year	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	0.45	\$1,500	\$675
LADYSLIPPER	S	Savanna Restoration	0.45					Native grass seeding - 1x	woodland grasses		>75% native grass cover	x	x	spring	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	0.45	\$850	\$383
LADYSLIPPER	S	Savanna Restoration	0.45					Native forb seeding after broadleaf weed control - 1-2x	woodland/savanna forbs		>25% native forb cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	0.45	\$1,500	\$675

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LANGTON LAKE	W/F1	Woodland/Forest Restoration	0.64		NOT FIELD ASSESSED in 2024 - landlocked far NW corner			Collaborate with neighbors on restoration access										Acre	0.64		
LANGTON LAKE	OWL/F2	Oak Woodland & Lowland Forest Restoration	1.27	>90%	Cottonwood, Siberian elm canopy, w/ legacy white and pin oaks ; girdled Siberian elms; open understory; rare buckthorn occurrences; excellent native ground cover; planted red oaks in great condition.	High	Remnant plant community; sustain gains & continue NRM progress											Acre	1.27		
LANGTON LAKE	OW/LF2	Oak Woodland & Lowland Forest Restoration	1.27					Invasive tree, snag, and dead downed wood removal - 1x	Siberian elm		No invasive trees		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.27		
LANGTON LAKE	OW/LF2	Oak Woodland & Lowland Forest Restoration	1.27					Woody invasive shrub/sapling removal by hand - annually	buckthorn	<1%	<1% invasive brush cover	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	1.27	\$2,200	\$2,794
LANGTON LAKE	OW/LF2	Oak Woodland & Lowland Forest Restoration	1.27					Hand pull herbaceous weeds - annually	Japanese hedge parsley	1 location	<1% herbaceous invasives cover	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	1.27	\$1,100	\$1,397
LANGTON LAKE	OW/LF2	Oak Woodland & Lowland Forest Restoration	1.27					Monitor planted red oaks for maintenance			Check at least 1x per year	x		any time				Acre	1.27	\$155	\$197
LANGTON LAKE	OW/LF2	Oak Woodland & Lowland Forest Restoration	1.27					Native seeding	woodland forbs		Increase species richness	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	1.27	\$855	\$1,086
LANGTON LAKE	OW/F3-U	Oak Woodland Restoration	2.32	>75%	Siberian elm canopy w/ boxelder; boxelder under; buckthorn, Siberian elm occasional in shrub layer, few white mulberry saplings; 7 planted red oaks look good; significant standing snags and dead down wood; native ground cover >75% w/ Virginia creeper, enchanter's nightshade. Seeded species present but rare (wild rye, brown-eyed Susan). Manage towards Oak Woodland.	Med	Substantial effort for canopy restoration, but expands and connects higher quality forest cover (W/F2, W/F3-L)											Acre	2.32		
LANGTON LAKE	OW/F3-U	Oak Woodland Restoration	2.32					Invasive tree, snag, and dead downed wood removal - 1x	Siberian elm	>75%	No invasive trees		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	2.32		
LANGTON LAKE	OW/F3-U	Oak Woodland Restoration	2.32					Invasive shrub removal - forestry mow	buckthorn, honeysuckle, white mulberry, Siberian elm				x	winter	Specialized mowing equipment (walk-behind brush mower or skidsteer forestry mower)	Training: Mowing Equipment Operation; Trailing		Acre	2.32	\$950	\$2,204
LANGTON LAKE	OW/F3-U	Oak Woodland Restoration	2.32					Invasive brush foliar treatment for re-sprouts - annually after forestry mow	buckthorn, honeysuckle, white mulberry, Siberian elm		<10% invasive brush cover		x	spring/fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	2.32	\$750	\$1,740
LANGTON LAKE	OW/F3-U	Oak Woodland Restoration	2.32					Monitor planted oaks for maintenance			Check at least 1x per year	x		any time				Acre	2.32	\$85	\$197
LANGTON LAKE	OW/F3-U	Oak Woodland Restoration	2.32					Plant oak trees following invasive tree removal & forestry mowing	bur oak, white oak		50 trees	x	x	spring/fall				Acre	2.32	\$3,500	\$8,120
LANGTON LAKE	OW/F3-U	Oak Woodland Restoration	2.32					Herbicide spot treat invasive weeds - annually	burdock		<10% herbaceous invasive weed cover			growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	2.32	\$850	\$1,972
LANGTON LAKE	OW/F3-U	Oak Woodland Restoration	2.32					Hand pull herbaceous weeds - annually	dame's rocket	<1% (west end)	Seed production prevented annually for 5 years			growing season	Gloves, safety glasses	Training: Plant ID		Acre	2.32	\$650	\$1,508

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LANGTON LAKE	OW/F3-U	Oak Woodland Restoration	2.32					Native seeding - 2-3x	woodland/savanna mix		Increased species richness	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	2.32	\$850	\$1,972
LANGTON LAKE	OW/LF3-L	Oak Woodland & Lowland Forest Restoration	7.19	>75%	Cottonwood, old growth pin and white oaks in canopy, aspen; boxelder under; few dead oaks, aspen; buckthorn uncommon except few patches along W edge, honeysuckle rare; diverse ground layer forbs, needs more native grasses/sedges. Manage towards mix of Oak Woodland & Lowland Hardwoods--context dependent within unit.	High	Remnant plant community; sustain high quality & NRM gains											Acre	7.19		
LANGTON LAKE	OW/LF3-L	Oak Woodland & Lowland Forest Restoration	7.19					Thin understory boxelder - 1x	boxelder		Increase light for diverse ground layer & oak regen		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	7.19		
LANGTON LAKE	OW/LF3-L	Oak Woodland & Lowland Forest Restoration	7.19					Invasive shrub removal - forestry mow select areas west of lake/trail - 1x	buckthorn, honeysuckle	<5%			x	winter	Specialized mowing equipment (walk-behind brush mower or skidsteer forestry mower)	Training: Mowing Equipment Operation; Trailing		Acre	7.19	\$1,200	\$8,628
LANGTON LAKE	OW/LF3-L	Oak Woodland & Lowland Forest Restoration	7.19					Invasive brush foliar treatment for re-sprouts - annually after forestry mow	buckthorn, honeysuckle	<10%	<1% invasive shrub cover		x	spring/fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	7.19	\$650	\$4,674
LANGTON LAKE	OW/LF3-L	Oak Woodland & Lowland Forest Restoration	7.19					Woody invasive shrub/sapling removal by hand - annually	buckthorn, honeysuckle, boxelder saplings	<10%	No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	7.19	\$550	\$3,955
LANGTON LAKE	OW/LF3-L	Oak Woodland & Lowland Forest Restoration	7.19					Herbicide spot treat invasive weeds - annually	burdock, butter and eggs, Canada thistle, sowthistle, daylily; poison ivy by trail bench		<5% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	7.19	\$450	\$3,236
LANGTON LAKE	OW/LF3-L	Oak Woodland & Lowland Forest Restoration	7.19					Hand pull herbaceous weeds - annually	hoary alyssum, bull thistle, mullein, garlic mustard, motherwort		<5% herbaceous invasive weed cover	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	7.19	\$550	\$3,955
LANGTON LAKE	OW/LF3-L	Oak Woodland & Lowland Forest Restoration	7.19					Native seeding - 2-3x	woodland/savanna grasses		Increase native ground cover under cottonwoods; increase species richness	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	7.19	\$850	\$6,112
LANGTON LAKE	W/F4	Woodland/Forest Restoration	1.30	??	NOT FIELD ASSESSED in 2024 - landlocked far NE corner	Low	Difficult access	Collaborate with neighbors on restoration access										Acre	1.30		
LANGTON LAKE	W/F5	Woodland/Forest Restoration	0.25	50-75%	Cottonwood canopy w/ American elm, boxelder, Siberian elm below; few sapling red oaks; minor buckthorn in shrub layer; native ground cover moderate, needs more cover and species richness.	High	Sustain gains & continue NRM progress											Acre	0.25		
LANGTON LAKE	W/F5	Woodland/Forest Restoration	0.25					Woody invasive shrub/sapling removal by hand - annually	buckthorn, burning bush	<10%	<1% invasive brush cover	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	0.25	\$2,500	\$625
LANGTON LAKE	W/F5	Woodland/Forest Restoration	0.25					Native seeding - 2-3x	native woodland mix		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	0.25	\$1,500	\$375

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LANGTON LAKE	W/F5	Woodland/Forest Restoration	0.25					Invasive tree removal - 1x	Siberian elm		No invasive trees in canopy or understory		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		Acre	0.25	\$5,500	\$1,375
LANGTON LAKE	W/F6	Woodland/Forest Restoration	0.45	<10%	East shoreline Siberian elm canopy, boxelder, few pin oaks under elms; white mulberry trees under utility lines & saplings within MU; dense buckthorn and honeysuckle along shoreline; upland areas at N and S ends mowed w/ creeping bellflower edges; garden plants SE corner.	Low	Low quality; low sustainability; high effort											Acre	0.45		
LANGTON LAKE	W/F6	Woodland/Forest Restoration	0.45					Invasive tree removal - 1x	Siberian elm, white mulberry		No invasive trees in canopy		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	0.45		
LANGTON LAKE	W/F6	Woodland/Forest Restoration	0.45					Woody invasive shrub/sapling removal by hand - annually	buckthorn, honeysuckle		<5% woody invasives cover		x	dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	0.45	\$2,500	\$1,125
LANGTON LAKE	W/F6	Woodland/Forest Restoration	0.45					Invasive brush foliar treatment for re-sprouts	buckthorn, honeysuckle		<5% woody invasives cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.45	\$850	\$383
LANGTON LAKE	W/F6	Woodland/Forest Restoration	0.45					Herbicide spot treat invasive weeds - annually	creeping bellflower, garden ground covers, European lily-of-the-valley	>75%	<25% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.45	\$1,500	\$675
LANGTON LAKE	W/F6	Woodland/Forest Restoration	0.45					Native seeding - 2-3x	native woodland/savanna mix		>50% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	0.45	\$850	\$383
LANGTON LAKE	W/F6	Woodland/Forest Restoration	0.45					Plan for tree planting	native hardwoods		Fill canopy gaps left by invasive tree removal	x	x	spring/fall				Acre	0.45		
LANGTON LAKE	OW/F7	Oak Woodland Restoration	0.30	>75%	Siberian elm canopy w/ mature pin oaks; buckthorn present; good native ground cover but scattered herbaceous weeds and invasive garden plants.	Med	Moderate quality; sustain gains & continue NRM progress											Acre	0.30		
LANGTON LAKE	OW/F7	Oak Woodland Restoration	0.30					Invasive tree removal - 1x	Siberian elm		No invasive trees in canopy		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	0.30		
LANGTON LAKE	OW/F7	Oak Woodland Restoration	0.30					Woody invasive shrub/sapling removal by hand, including along shoreline - annually	buckthorn	<25%	No invasive brush cover	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	0.30	\$3,500	\$1,050
LANGTON LAKE	OW/F7	Oak Woodland Restoration	0.30					Herbicide spot treat invasive weeds - annually	burdock, Canada thistle, dock, garden plants	<25%	<5% invasive herbaceous weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.30	\$1,500	\$450
LANGTON LAKE	OW/F7	Oak Woodland Restoration	0.30					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	0.30	\$0	\$0
LANGTON LAKE	OW/F7	Oak Woodland Restoration	0.30					Native seeding - 2-3x	woodland/savanna mix		Increase species richness	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	0.30	\$850	\$255

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LANGTON LAKE	OW/LF8	Oak Woodland & Lowland Forest Restoration	8.80	25-75%	Lowland hardwoods w/ white, pin/red oaks west side of lake; invasive white mulberry, white poplar, Siberian elm in canopy; buckthorn, glossy buckthorn, white mulberry, white poplar in shrub layer; native ground cover highest west side of lake.	High	Remnant legacy oaks W side of lake; high restoration potential; sustain gains & continue NRM progress											Acre	8.80		
LANGTON LAKE	OW/LF8	Oak Woodland & Lowland Forest Restoration	8.80					Invasive tree removal - 1x	white mulberry, white poplar, Siberian elm		No invasive trees in canopy		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	8.80		
LANGTON LAKE	OW/LF8	Oak Woodland & Lowland Forest Restoration	8.80					Invasive shrub removal - forestry mow select areas - 1x	buckthorn, glossy buckthorn, white mulberry, white poplar	25-50%	forest mow at least once		x	winter	Specialized mowing equipment (walk-behind brush mower or skidsteer forestry mower)	Training: Mowing Equipment Operation; Trailing		Acre	8.80	\$950	\$8,360
LANGTON LAKE	OW/LF8	Oak Woodland & Lowland Forest Restoration	8.80		Requires hand-cut of glossy buckthorn in rocks/stormwater pond area SE corner of the lake and on steeper slopes.			Woody invasive shrub/sapling removal by hand - annually	buckthorn, glossy buckthorn, white mulberry, white poplar	25-50%	<10% woody invasives cover	x	x	dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	8.80	\$850	\$7,480
LANGTON LAKE	OW/LF8	Oak Woodland & Lowland Forest Restoration	8.80					Invasive brush foliar treatment for re-sprouts - annually after forestry mow	buckthorn, glossy buckthorn, white mulberry, white poplar	25-50%	<10% woody invasives cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	8.80	\$550	\$4,840
LANGTON LAKE	OW/LF8	Oak Woodland & Lowland Forest Restoration	8.80					Herbicide spot treat invasive weeds - annually	burdock, crown vetch, creeping Charlie, garlic mustard rosettes	25-50%	<10% herbaceous invasives cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	8.80	\$450	\$3,960
LANGTON LAKE	OW/LF8	Oak Woodland & Lowland Forest Restoration	8.80					Hand pull weeds - annually	motherwort, garlic mustard		Prevent seed production annually for 5 years	x		growing season	Gloves, safety glasses,	Training: Plant ID		Acre	8.80	\$0	\$0
LANGTON LAKE	OW/LF8	Oak Woodland & Lowland Forest Restoration	8.80					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	8.80	\$0	\$0
LANGTON LAKE	OW/LF8	Oak Woodland & Lowland Forest Restoration	8.80					Native seeding - 2-3x	woodland/savanna mix		Increase species richness	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	8.80	\$850	\$7,480
LANGTON LAKE	W/F9	Woodland/Forest Restoration	0.33	<10%	Causway w/ lowland hardwoods; narrow shoreline strips on either side of paved trail.	Low	Low quality; low sustainability; high effort											Acre	0.33		
LANGTON LAKE	W/F9	Woodland/Forest Restoration	0.33					Woody invasive shrub/sapling removal by hand - annually	buckthorn, honeysuckle	25-50%	No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	0.33	\$2,500	\$825
LANGTON LAKE	W/F9	Woodland/Forest Restoration	0.33					Invasive brush foliar treatment for re-sprouts - annually	buckthorn, honeysuckle	25-50%	<5% invasive brush cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.33	\$1,500	\$495
LANGTON LAKE	W/F9	Woodland/Forest Restoration	0.33					Herbicide spot treat invasive weeds - annually	crown vetch, bird's-foot trefoil	10-25%	<5% herbaceous invasives cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.33	\$1,500	\$495
LANGTON LAKE	W/F9	Woodland/Forest Restoration	0.33		Especially NE corner, slope to water			Native seeding - 2x	native woodland grasses/sedges		>50% native ground cover	x	x	spring	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		LS	1.00	\$850	\$850
LANGTON LAKE	W1	Wetland Restoration	0.15		No restoration recommended at this time.	Low	Low quality; low sustainability; high effort											Acre	0.15		

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LANGTON LAKE	SL	Shoreline restoration	0.18	<25%	Common and glossy buckthorn cover over 75%; dead down wood; mulberry and apple tree saplings; very narrow strip to manage between trail and lake; severely geese-grazed area by bench; groundlayer restoration not a high priority due to geese grazing.	Low	Low quality; low sustainability; high effort	Woody invasive shrub/sapling removal by hand - annually	buckthorn, glossy buckthorn	>75%	<25% woody invasives cover	x	x	dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		LS	1.00	\$4,000	\$4,000
LANGTON LAKE	WL6	Wetland	1.02	<10%	Cattail marsh; not a priority for management at this time due to landscape context.	Low	Low quality; low sustainability; high effort											Acre	1.02		
LANGTON LAKE	WL7	Wetland	1.65	<10%	Cattail marsh; not a priority for management at this time due to landscape context.	Low	Low quality; low sustainability; high effort											Acre	1.65		
MATERION	OW/LF1	Oak Woodland & Lowland Forest Restoration	9.40	>75%	Hardwood/pine canopy with dead ash creating large and expanding canopy gaps, pin oak present , Siberian elm; Siberian elm in undestory; invasive shrubs rare & widely scattered except for far SE ~0.7 ac w/ saplings & up to 75% cover; good native forb ground cover throughout except for concentrations of garden invasives along west and south edges; significant down dead wood.	High	Remnant plant community; high restoration potential; sustain gains & continue NRM progress											Acre	9.40		
MATERION	OW/LF1	Oak Woodland & Lowland Forest Restoration	9.40					Planning for canopy succession and tree planting	native hardwoods		Forest management plan							Acre	9.40		
MATERION	OW/LF1	Oak Woodland & Lowland Forest Restoration	9.40					Invasive tree, dead ash, & down dead wood removal - 1x	Siberian elm, dead ash		No invasive trees; reduce snags; reduce downed dead wood		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.00		
MATERION	OW/LF1	Oak Woodland & Lowland Forest Restoration	9.40					Woody invasives removal by hand - 2x	Buckthorn, white mulberry, honeysuckle	<10%	No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	9.40	\$990	\$9,306
MATERION	OW/LF1	Oak Woodland & Lowland Forest Restoration	9.40					Invasive brush foliar treatment for re-sprouts - 2x	Buckthorn, white mulberry, honeysuckle	<10%	<5% invasive shrub cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	9.40	\$450	\$4,230
MATERION	OW/LF1	Oak Woodland & Lowland Forest Restoration	9.40					Herbicide spot treat invasive weeds - annually	Periwinkle, creeping Charlie, Canada thistle, yellow archangel, creeping bellflower		<10% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	9.40	\$550	\$5,170
MATERION	OW/LF1	Oak Woodland & Lowland Forest Restoration	9.40					Hand pull herbaceous weeds - annually	garlic mustard, celandine, hedge parsley, motherwort	<10%	<5% herbaceous invasive weed cover	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	9.40	\$550	\$5,170
MATERION	OW/LF1	Oak Woodland & Lowland Forest Restoration	9.40					Native grass/sedge seeding - 2-3x	native woodland species into garden weed areas		>50% native grass cover; grasses displace garden weeds	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	9.40	\$750	\$7,050

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MATERION	OW/LF2	Oak Woodland & Lowland Forest Restoration	1.70	25-50%	Pin oak, cottonwood canopy, dead ash, occasional Siberian elm; pin oak in understory; red-berried elder common in undrestory; few buckthorn (most along north edge by cul de sac), white mulberry saplings, honeysuckle; relatively diverse native ground layer, but garlic mustard >75% and creeping Charlie common; archangel dense in west 1/2.	Med	Legacy oaks; moderate quality; sustain gains in NRM and improve quality											Acre	1.70		
MATERION	OW/LF2	Oak Woodland & Lowland Forest Restoration	1.70					Invasive tree, dead ash, understory boxelder, & downed dead wood removal - 1x	Siberian elm, understory boxelder, dead ash		No invasive trees; reduce snags; reduce downed dead wood; increase understory light for native ground cover		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.00		
MATERION	OW/LF2	Oak Woodland & Lowland Forest Restoration	1.70					Woody invasives removal by hand - 2x	buckthorn, honeysuckle, white mulberry	<10%	No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	1.70	\$1,200	\$2,040
MATERION	OW/LF2	Oak Woodland & Lowland Forest Restoration	1.70					Invasive brush foliar treatment for re-sprouts - 2x	buckthorn, honeysuckle, white mulberry	<10%	<5% invasive shrub cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.70	\$750	\$1,275
MATERION	OW/LF2	Oak Woodland & Lowland Forest Restoration	1.70					Herbicide spot treat invasive weeds - annually	burdock, bull thistle, creeping Charlie, yellow archangel, daylily, garlic mustard rosettes	>75%	<25% invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.70	\$850	\$1,445
MATERION	OW/LF2	Oak Woodland & Lowland Forest Restoration	1.70					Hand pull invasive herbaceous weeds - annually	garlic mustard, thistles	>75%	<25% invasive weed cover	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	1.70	\$750	\$1,275
MATERION	OW/LF2	Oak Woodland & Lowland Forest Restoration	1.70					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	1.70	\$0	\$0
MATERION	OW/LF2	Oak Woodland & Lowland Forest Restoration	1.70					Native grass/sedge seeding - 2-3x	woodland species		>75% native grass cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	1.70	\$850	\$1,445
MATERION	OW/LF2	Oak Woodland & Lowland Forest Restoration	1.70					Native forb seeding after broadleaf weed control - 1x	woodland/savanna forbs		>25% native forb cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	1.70	\$1,100	\$1,870
OASIS	W/F1	Woodland/Forest Restoration	1.34	50-75%	Lowland hardwood canopy, w/ amur maple, Norway maple, Russian olive; invasive shrubs uncommon; native ground cover highest along south fenceline (50-75%)	High	Sustain gains & continue NRM progress											Acre	1.34		
OASIS	W/F1	Woodland/Forest Restoration	1.34					Invasive tree, dead ash removal - 1x	amur maple, Norway maple, white mulberry, Russian olive, dead ash		No invasive trees, no dead ash snags		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.00		
OASIS	W/F1	Woodland/Forest Restoration	1.34					Woody invasives removal by hand - 2x	buckthorn, honeysuckle, white mulberry	<25%	No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	1.34	\$1,200	\$1,608
OASIS	W/F1	Woodland/Forest Restoration	1.34					Invasive brush foliar treatment for re-sprouts - 2x	buckthorn, honeysuckle, white mulberry		<5% invasive shrub cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.34	\$950	\$1,273

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OASIS	W/F1	Woodland/Forest Restoration	1.34					Herbicide spot treat invasive weeds - annually	burdock, creeping Charlie, curly dock, Canada thistle, reed canary grass, yellow archangel	25-50%	<10% invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.34	\$1,100	\$1,474
OASIS	W/F1	Woodland/Forest Restoration	1.34					Hand pull invasive herbaceous weeds - annually	garlic mustard, curly dock, catnip, hoary alyssum, sweetclovers, motherwort		<5% cover; few scattered plants	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	1.34	\$750	\$1,005
OASIS	W/F1	Woodland/Forest Restoration	1.34					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	1.34	\$0	\$0
OASIS	W/F1	Woodland/Forest Restoration	1.34					Native grass/sedge seeding - 2-3x	woodland species		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	1.34	\$850	\$1,139
OASIS	W/F1	Woodland/Forest Restoration	1.34					Native forb seeding after broadleaf weed control - 1-2x	woodland/savanna forbs		>25% native forb cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	1.34	\$1,400	\$1,876
OASIS	OW/LF2	Oak Woodland & Lowland Forest Restoration	0.60	>75%	White oak, pin oak, cottonwood, black cherry, American elm, silver maple canopy; bur and white oaks in understory; buckthorn occasional, relatively open understory w/ quaking aspen saplings at north end; good native ground layer diversity & cover; significant yard waste dumping at north end--perpetuating burdock, sowthistle, garlic mustard, bull thistle in area.	High	Remnant plant community; legacy oaks; sustain and continue NRM progress											Acre	0.60		
OASIS	OW/LF2	Oak Woodland & Lowland Forest Restoration	0.60					Invasive tree removal - 1x	white mulberry	<1%; 1 individual	No invasive trees		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.00		
OASIS	OW/LF2	Oak Woodland & Lowland Forest Restoration	0.60					Woody invasives removal by hand - 2x	buckthorn	<5%	No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	0.60	\$1,500	\$900
OASIS	OW/LF2	Oak Woodland & Lowland Forest Restoration	0.60					Invasive brush foliar treatment for re-sprouts - 2x	buckthorn	<5%	Few scattered buckthorn seedlings		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.60	\$1,800	\$1,080
OASIS	OW/LF2	Oak Woodland & Lowland Forest Restoration	0.60					Herbicide spot treat invasive weeds - annually	burdock, butter and eggs, sowthistle, curly dock, garlic mustard, bull thistle, Canada thistle, bird's-foot trefoil, white campion	<25%	<5% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.60	\$1,800	\$1,080
OASIS	OW/LF2	Oak Woodland & Lowland Forest Restoration	0.60					Hand pull invasive herbaceous weeds - annually	garlic mustard	<10%	Few scattered herbaceous weeds			growing season	Gloves, safety glasses	Training: Plant ID		Acre	0.60	\$1,500	\$900
OASIS	OW/LF2	Oak Woodland & Lowland Forest Restoration	0.60					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	0.60	\$0	\$0
OASIS	OW/LF2	Oak Woodland & Lowland Forest Restoration	0.60					Native grass seeding - 1-2x	woodland species		Establish cover by native grasses in broadleaf weed/yard waste areas	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		LS	1.00	\$850	\$850

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OASIS	W/F3	Woodland/Forest Restoration	0.45	>75%	Cottonwood, boxelder canopy w/ bur oak, few Siberian elm, one 12" black walnut; boxelder below; open understory w/ few buckthorn, except denser fruiting buckthorn along east edge by paved trail; native ground cover high, but species richness very low.	Med	Moderate quality; high restoration potential; low effort; good volunteer project											Acre	0.45		
OASIS	W/F3	Woodland/Forest Restoration	0.45					Invasive tree removal - 1x	Siberian elm		No invasive trees present		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.00		
OASIS	W/F3	Woodland/Forest Restoration	0.45					Woody invasives removal by hand - 2x	buckthorn	<10%	No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	0.45	\$1,800	\$810
OASIS	W/F3	Woodland/Forest Restoration	0.45					Invasive brush foliar treatment for re-sprouts - 2-3x	buckthorn	<10%	No buckthorn cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.45	\$1,600	\$720
OASIS	W/F3	Woodland/Forest Restoration	0.45					Herbicide spot treat invasive weeds - annually	burdock, catnip, garlic mustard rosettes	25-50%	<5% herbaceous invasives cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.45	\$1,400	\$630
OASIS	W/F3	Woodland/Forest Restoration	0.45					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	0.45	\$0	\$0
OASIS	W/F3	Woodland/Forest Restoration	0.45					Native seeding 2x	woodland mix		>25% native forb cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	0.45	\$850	\$383
OASIS	SL	Shoreline Restoration	0.11	50-75%	Very high native diversity and native ground cover in west 2/3 of MU; east 1/3 of MU all weedy w/ yard debris/garbage.	High	Sustain gains & continue NRM progress											Acre	0.11		
OASIS	SL	Shoreline Restoration	0.11					Herbicide spot invasive weed treatment - annually	curly dock, burdock, reed canary grass, dayflower, Canada thistle	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		Acre	0.11	\$3,000	\$330
OASIS	SL	Shoreline Restoration	0.11					Hand pull invasive herbaceous weeds - annually	catnip, mortherwort, bittersweet nightshade		Few scattered plants	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	0.11	\$4,500	\$495
OASIS	SL	Shoreline Restoration	0.11					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	0.11	\$0	\$0
OASIS	SL	Shoreline Restoration	0.11					Restore east 1/3 of MU to natives; full restoration regime	same as east 1/3		>75% native ground cover and native shrubs		x	variable				LS	1.00	\$1,800	\$1,800
OASIS	SL	Shoreline Restoration	0.11					Woody invasives removal by hand - 2x	buckthorn, white mulberry, bittersweet nightshade, sandbar willow		<5% woody invasives cover	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	0.11	\$4,000	\$440
OWASSO HILLS	WL	Wetland Restoration	0.08	<25%	Reed canary grass dominated. Restoration would have to include reed canary grass control and reconstruction of adjacent prairie.	Low	Low quality; low sustainability; high effort	Wetland vegetation restoration?										Acre	0.08		

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OWASSO HILLS	PS	Prairie/Savanna Restoration	1.41	25-50%	Dominant cover by nonnative grasses, including reed canary grass; best prairie cover with grasses on high knob with utility pole; extensive nonnative grass control needed, RxB, and supplemental seeding													Acre	1.41		
OWASSO HILLS	PS	Prairie/Savanna Restoration	1.41					Prescribed burn (RxB) - 1x and/or dormant mow			At least 1 RxB or dormant mow		x	dormant seasons	RxB equip, specialized Personal Protective Equipment	Training: RxB		EA	1.00	\$5,400	\$5,400
OWASSO HILLS	PS	Prairie/Savanna Restoration	1.41					Grass-selective spray post-burn -1-2x	reed canary grass, brome, Kentucky bluegrass, quackgrass, etc.				x	spring/fall	Backpack an/dor UTV sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.41	\$500	\$705
OWASSO HILLS	PS	Prairie/Savanna Restoration	1.41					Herbicide spot treat invasive weeds - annually	crown vetch, burdock, catnip, Canada thistle, spotted knapweed, mullein	>75%	<25%		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.41	\$550	\$776
OWASSO HILLS	PS	Prairie/Savanna Restoration	1.41		ADDED 8/25/24			Hand pull weeds - annually	catnip, mullein		few scattered plants	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	1.41	\$850	\$1,199
OWASSO HILLS	PS	Prairie/Savanna Restoration	1.41					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	1.41	\$0	\$0
OWASSO HILLS	PS	Prairie/Savanna Restoration	1.41					Native seeding	mesic prairie, w/ mostly grasses & sedges		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	1.41	\$850	\$1,199
OWASSO HILLS	PS	Prairie/Savanna Restoration	1.41					Grow-in mowing - as needed post seeding					x	growing season				Acre	1.41	\$450	\$635
OWASSO HILLS	OW	Oak Woodland Restoration	2.64	<25%	Bur and pin oaks w/ lowland hardwood canopy; dying EAB ash; occasional invasive shrubs ranging from re-sprouts to old growth buckthorn at north end; weedy ground layer w/ poor native plant species richness/cover. Manage towards Oak Woodland.	High	Remnant plant community; legacy oaks; sustain gains & continue NRM progress											Acre	2.64		
OWASSO HILLS	OW	Oak Woodland Restoration	2.64					Invasive tree removal - 1x	white mulberry, buckthorn, amur maple	<10%	No invasive trees		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.00		
OWASSO HILLS	OW	Oak Woodland Restoration	2.64					Invasive shrub removal by hand - 2-3x	buckthorn, honeysuckle	25-50%	No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	2.64	\$950	\$2,508
OWASSO HILLS	OW	Oak Woodland Restoration	2.64					Invasive brush foliar treatment for re-sprouts - 2x	buckthorn, honeysuckle	25-50%	<10% woody invasives cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	2.64	\$750	\$1,980
OWASSO HILLS	OW	Oak Woodland Restoration	2.64					Herbicide spot treat invasive weeds - annually	burdock, butter and eggs, cypress spurge, creeping Charlie, reed canary grass, Kentucky bluegrass	>25%	<25%		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	2.64	\$650	\$1,716
OWASSO HILLS	OW	Oak Woodland Restoration	2.64		ADDED 8/25/24			Hand pull weeds - annually	catnip, garlic mustard		few scattered plants	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	2.64	\$650	\$1,716
OWASSO HILLS	OW	Oak Woodland Restoration	2.64					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	2.64	\$0	\$0
OWASSO HILLS	OW	Oak Woodland Restoration	2.64					Native seeding - 2x	woodland/savanna mix		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	2.64	\$850	\$2,244

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OWASSO HILLS	PB	Pond Buffer	0.50	<25%	Dominated by nonnative plants such as reed canary grass, burdock, Canada thistle; few scattered native plants.	Low	Low quality; low sustainability due to water level fluctuation; high effort											Acre	0.50		
PIONEER	W/F	Woodland/Forest Restoration	1.87	<25%	Lowland hardwoods and pin oak canopy; dead ash; several Siberian elms; open understory; buckthorn mainly north and south edges; ground cover species poor with bare ground prevalent through east 1/3 of unit with worn bike trails; overall north side of unit w/ high weed cover, downed dead wood, Siberian elms in canopy and dead ash canopy gaps.	High	Low quality, high effort, but fair restoration potential and only unit within park; requires disturbance reduction.											Acre	1.87		
PIONEER	W/F	Woodland/Forest Restoration	1.87					Woody debris and invasive tree removal - 1x	dead ash, downfall, Siberian elm		No invasive trees in canopy; all dead ash snags removed; large woody debris removed		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.00		
PIONEER	W/F	Woodland/Forest Restoration	1.87					Invasive brush foliar treatment for re-sprouts - 2x	buckthorn, honeysuckle	<25%	<5% cover; no fruiting plants; collaborate with fenceline neighbors		x	spring/fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.87	\$750	\$1,403
PIONEER	W/F	Woodland/Forest Restoration	1.87					Herbicide spot treat invasive weeds - annually	creeping Charlie, burdock	<10%	<5%		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.87	\$950	\$1,777
PIONEER	W/F	Woodland/Forest Restoration	1.87					Hand pull herbaceous weeds - annually	garlic mustard, motherwort	<10%	<1%; few scattered plants	x		spring	Gloves, safety glasses	Training: Plant ID		Acre	1.87	\$650	\$1,216
PIONEER	W/F	Woodland/Forest Restoration	1.87					Native grass/sedge seeding - 2x	woodland species		>50% cover	x	x	spring	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	1.87	\$850	\$1,590
PIONEER	W/F	Woodland/Forest Restoration	1.87					Native forb seeding - 1x	woodland species		>25% cover	x	x	fall	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	1.87	\$850	\$1,590
RESERVOIR WOODS	OW1	Oak Woodland Restoration	13.71	>75%	Bur and pin oak dominated canopy w/ white oak, quaking aspen; black walnut in understory; native ground layer; rare occurrences of garlic mustard, Canada thistle, burdock.	High	High quality remnant; legacy oaks; high restoration potential; sustain gains & continue NRM progress											Acre	13.71		
RESERVOIR WOODS	OW1	Oak Woodland Restoration	13.71					Continue incremental thinning of second-growth pioneer , non-oak trees	Boxelder, Amur cork tree, black walnut		Reduce non-oak tree canopy cover to less than 10%		x	variable	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		Acre	13.71	\$1,475	\$20,222
RESERVOIR WOODS	OW1	Oak Woodland Restoration	13.71					Prescribed burn/dormant mow north unit - 1x	shrub suppression; increased ground layer growth/flowering		1 prescribed burn implemented		x	variable	RxB equip, specialized Personal Protective Equipment	Training: RxB		Acre	13.71	\$450	\$6,170
RESERVOIR WOODS	OW1	Oak Woodland Restoration	13.71					Hand pull herbaceous weeds - annually	garlic mustard	<5%	rare occurrences	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	13.71	\$550	\$7,541
RESERVOIR WOODS	OW1	Oak Woodland Restoration	13.71					Herbicide spot treat invasive weeds - annually	burdock, Canada thistle	<5%	rare occurrences		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	13.71	\$450	\$6,170
RESERVOIR WOODS	OW1	Oak Woodland Restoration	13.71					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	13.71	\$0	\$0

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RESERVOIR WOODS	OW1	Oak Woodland Restoration	13.71					Native sapling thinning to maintain open undestory	boxelder, other fire-intolerant species		Decrease shrub layer cover; thin out fire-intolerant species	x	x	dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	13.71	\$250	\$3,428
RESERVOIR WOODS	OW1	Oak Woodland Restoration	13.71					Native seeding - 2-3x	mesic savanna mix		Increase species richness	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	13.71	\$850	\$11,654
RESERVOIR WOODS	OW2	Oak Woodland Restoration	11.97	>75%	Oak dominated canopy, native undestory, and native ground layer.	High	High quality remnant; legacy oaks; high restoration potential; sustain gains & continue NRM progress											Acre	11.97		
RESERVOIR WOODS	OW2	Oak Woodland Restoration	11.97					Fire-intolerant tree canopy and sapling mechanical suppression	boxelder, elm		Reduce cover by fire-intolerant native trees		x	winter	Specialized mowing equipment (walk-behind brush mower or skidsteer forestry mower)	Training: Mowing Equipment Operation; Trailingering		Acre	11.97	\$450	\$5,387
RESERVOIR WOODS	OW2	Oak Woodland Restoration	11.97					Prescribed burn - 1x			At least 1 prescribed burn implemented		x	dormant seasons	RxB equip, specialized Personal Protective Equipment	Training: RxB		Acre	11.97	\$550	\$6,584
RESERVOIR WOODS	OW2	Oak Woodland Restoration	11.97					Hand pull herbaceous weeds - annually	garlic mustard, hedge parsley, bull thistle	<5%	Maintain <1% invasive brush cover	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	11.97	\$350	\$4,190
RESERVOIR WOODS	OW2	Oak Woodland Restoration	11.97					Invasive shrub and sapling removal by hand (glossy near wetland along N edge) - 1x	glossy buckthorn	<1%	Maintain <1% invasive brush cover	x		dormant seasons	Loppers/hand saws; herbicide daubers with aquatic-safe herbicide, indicator dye	Training: Dormant woody plant ID		Acre	11.97	\$450	\$5,387
RESERVOIR WOODS	OW2	Oak Woodland Restoration	11.97					Invasive brush foliar treatment for re-sprouts - annually	glossy buckthorn, common buckthorn, honeysuckle	<1%	Maintain <1% invasive brush cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	11.97	\$550	\$6,584
RESERVOIR WOODS	OW2	Oak Woodland Restoration	11.97					Herbicide spot treat invasive weeds - annually	burdock, creeping Charlie	<1%	Maintain <1% herbaceous invasives cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	11.97	\$350	\$4,190
RESERVOIR WOODS	OW2	Oak Woodland Restoration	11.97					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	11.97	\$0	\$0
RESERVOIR WOODS	OW2	Oak Woodland Restoration	11.97					Native seeding - 2-3x	mesic savanna mix		Increase species richness	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	11.97	\$850	\$10,175
RESERVOIR WOODS	W/F3	Woodland/Forest Restoration	24.62	<50%	Plantation unit E of tank (U3, U4, U6); Mixed hardwood, conifer canopy; significantly disturbed from storms and trail use; unit includes the legacy butternut trees; dead ash in canopy; branch forts present; native ground layer species present, but invasive forb cover is high; extensive soft surface trail network in addition to the paved trails.	Med-Low	Low quality; low sustainability unless disturbance factors are addressed; high effort & cost, but sizeable park area for wildlife habitat											Acre	24.62		
RESERVOIR WOODS	W/F3	Woodland/Forest Restoration	24.62					Herbicide spot invasive weed treatment - annually			Contain or limit expansion of invasive herbaceous species.		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	24.62	\$350	\$8,617
RESERVOIR WOODS	W/F3	Woodland/Forest Restoration	24.62					Hand pull herbaceous weeds - annually	celandine, Japanese hedge parsley		Contain or limit expansion of invasive herbaceous species.	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	24.62	\$400	\$9,848

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RESERVOIR WOODS	W/F3	Woodland/Forest Restoration	24.62					Native seeding - 3-4x	woodland mix		>30% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	24.62	\$850	\$20,927
RESERVOIR WOODS	W/F3	Woodland/Forest Restoration	24.62					Disturbance management--trail restrictions for biking off paved trails			No bike disturbance			as soon as possible	signage; deterrents			Acre	24.62		
RESERVOIR WOODS	W/F4	Woodland/Forest Restoration	5.60	??	Reservoir area; needs extensive old growth invasive shrub control, native seeding, slope stabilization.	Low		Low priority for management. Will need complete restoration regime. 2024 field assessment from rim trail--no interior assessment.										Acre	5.60		
RESERVOIR WOODS	W/F4	Woodland/Forest Restoration	5.60					Native seeding/planting on slopes cleared of invasive shrubs (SE corner, north side by trail). More planning needed.	woodland mix		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	5.60		
RESERVOIR WOODS	W/F5	Woodland/Forest Restoration	17.08	>75%	(east of Dale) Mixed hardwood/conifer canopy; Siberian elm plus planted Scots pines; high native ground cover due to Virginia creeper; garlic mustard common; occasional celandine.	Med	Sustain gains & continue NRM progress; sizeable park area for wildlife habitat; provides connectivity											Acre	17.08		
RESERVOIR WOODS	W/F5	Woodland/Forest Restoration	17.08					Invasive brush foliar treatment for re-sprouts - annually	buckthorn	<5%	<1% woody invasive shrub cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	17.08	\$450	\$7,686
RESERVOIR WOODS	W/F5	Woodland/Forest Restoration	17.08					Remove boxelder under oaks in SW corner	boxelder		Reduce competition with oaks; promote oak regeneration		x	winter	Chainsaw or feller buncher equipment; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.00		
RESERVOIR WOODS	W/F5	Woodland/Forest Restoration	17.08					Hand pull herbaceous weeds - annually	celandine, motherwort, garlic mustard	<10%	<5% herbaceous invasive weed cover	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	17.08	\$450	\$7,686
RESERVOIR WOODS	W/F5	Woodland/Forest Restoration	17.08					Herbicide spot treat invasive weeds - annually	garlic mustard rosettes		<10% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	17.08	\$450	\$7,686
RESERVOIR WOODS	W/F5	Woodland/Forest Restoration	17.08					Native seeding - 3-4x	woodland edge mix		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	17.08	\$850	\$14,518
RESERVOIR WOODS	W/F6	Woodland/Forest Restoration	1.27	<25%	Cottonwood canopy edges, black locust present; occasional buckthorn; nonnative-dominated ground layer; needs reconstruction to convert to native grund layer and tree planting to fill in canopy; invasive brush removal and broadleaf spot spraying to stabilize.	Low	Low quality; low restoration potential; high effort											Acre	1.27		
RESERVOIR WOODS	W/F6	Woodland/Forest Restoration	1.27					Invasive shrub removal by hand - annually	buckthorn	<25%	No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	1.27	\$1,200	\$1,524
RESERVOIR WOODS	W/F6	Woodland/Forest Restoration	1.27					Invasive brush foliar treatment for re-sprouts - annually	buckthorn	<25%	<5% woody invasive brush cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.27	\$850	\$1,080
RESERVOIR WOODS	W/F6	Woodland/Forest Restoration	1.27					Herbicide spot treat invasive weeds - annually	burdock, bird's-foot trefoil	<25%	<5%; few scattered plants		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.27	\$750	\$953

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RESERVOIR WOODS	W/F6	Woodland/Forest Restoration	1.27					Hand pull herbaceous weeds - annually	hedge parsley, garlic mustard, motherwort		<10% herbaceous invasive broadleaf weed cover	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	1.27	\$950	\$1,207
RESERVOIR WOODS	P/S	Prairie/Savanna Restoration	10.64	>75%	Excellent native prairie cover but continued need for brush management and herbaceous weed control.	High	Sustain gains & continue NRM progress											Acre	10.64		
RESERVOIR WOODS	P/S	Prairie/Savanna Restoration	10.64					Close trail downslope from interpretive sign and repair erosion	trail users		Trail cut filled in; >75% native ground cover; re-direct park users			as soon as possible	signage; physical deterrents			Each	1.00	\$5,500	\$5,500
RESERVOIR WOODS	P/S	Prairie/Savanna Restoration	10.64					Weed tree removal (dead/dying ash) - 1x	dead/dying green ash		No fire-intolerant trees		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.00		
RESERVOIR WOODS	P/S	Prairie/Savanna Restoration	10.64					Brush suppression - hand/cut treat/foliar - annually	Amur maple, buckthorn, honeysuckle	<5%	<1% woody invasives cover	x	x	dormant seasons	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	10.64	\$750	\$7,980
RESERVOIR WOODS	P/S	Prairie/Savanna Restoration	10.64					Herbicide spot treat invasive weeds - annually	crown vetch, spotted knapweed, and others	<5%	<1% herbaceous invasives cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	10.64	\$550	\$5,852
RESERVOIR WOODS	P/S	Prairie/Savanna Restoration	10.64					Hand pull herbaceous weeds - annually	hedge parsley		Eliminate seed production annually for 5 years	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	10.64	\$650	\$6,916
RESERVOIR WOODS	P/S	Prairie/Savanna Restoration	10.64					Prescribed burn and/or dormant mow - 2x			At least 1 dormant mow; at least 1 prescribed burn		x	dormant seasons	RxB equip, specialized Personal Protective Equipment	Training: RxB		Acre	10.64	\$650	\$6,916
RESERVOIR WOODS	P/S	Prairie/Savanna Restoration	10.64					Enrichment seeding and plug planting - ongoing	mesic prairie		Increased species richness	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding; native plugs	Seed mix design		Acre	10.64	\$1,500	\$15,960
RESERVOIR WOODS	P	Prairie Restoration	1.88	<5%	east of Dale, north edge along Roselawn; Prairie reconstruction needed due to very low remaining native ground cover.	Low	Remnant prairie west of Dale recommended as higher priority.	Prairie reconstruction	Mesic prairie		>75% native ground cover; high forb richness for pollinators		x					LS	1.00	\$4,500	\$4,500
RESERVOIR WOODS	WL1	Shoreline Restoration	0.25	<25%	east of Dale; dominated by reed canary grass	Low	Low sustainability based on past effort; significant and frequent water level bounce from stormwater inputs.	Due to instability of water levels; shoreline restoration is likely not sustainable based on previous restoration experience.										Acre	0.25		
RESERVOIR WOODS	WL2	Wetland Restoration	2.65	50-75%	Glossy buckthorn control needed.	Med	Proximity to high quality upland; sustain and continue NRM progress											Acre	2.65		
RESERVOIR WOODS	WL2	Wetland Restoration	2.65					Invasive shrub and sapling removal by hand - 2-3x	glossy buckthorn	<25%	<5% invasive shrub cover; no fruiting plants		x	winter	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID; Work on Ice		Acre	2.65	\$650	\$1,723
RESERVOIR WOODS	WL3	Wetland Restoration	6.61	>75%	Very high quality wetland, but glossy buckthorn control needed.	Med-High	Sustain high quality wetland											Acre	6.61		

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RESERVOIR WOODS	WL3	Wetland Restoration	6.61					Invasive shrub and sapling removal by hand - 2-3x	glossy buckthorn	<25%	<5% invasive shrub cover; no fruiting plants		x	winter	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID; Work on Ice		Acre	6.61	\$650	\$4,297
RESERVOIR WOODS	WL4	Wetland Restoration	0.82	??	Substantial coarse woody debris; sedge shoreline; focus on enhancing upland woodland community surrounding wetland.	Low		No specific management activities recommended at this time.										Acre	0.82		
ROSEBROOK	W/F	Woodland/Forest Restoration	0.07	10-25%	Narrow strip of woodland cover along southeast boundary; could discontinue mowing and plant native woodland ground cover under tree canopy to north; Canopy mostly dead ash, occasional mountain ash, silver maple, w/ boxelder under; buckthorn common; sparse native ground cover, species poor.	Med	High effort for very small unit but offers social equity, especially if convert turf to woodland ground cover & highlight pollinator habitat											Acre	0.07		
ROSEBROOK	W/F	Woodland/Forest Restoration	0.07					Dead ash, invasive tree removal - 1x	dead ash, white mulberry		No dead ash or invasive trees		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.00		
ROSEBROOK	W/F	Woodland/Forest Restoration	0.07					Invasive shrub removal by hand - 1x	buckthorn, honeysuckle	50-75%	No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	0.07	\$3,500	\$245
ROSEBROOK	W/F	Woodland/Forest Restoration	0.07					Invasive brush foliar treatment for re-sprouts - 2x	buckthorn, honeysuckle	50-75%	<10%		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.07	\$4,500	\$315
ROSEBROOK	W/F	Woodland/Forest Restoration	0.07					Herbicide spot treat invasive weeds - annually	burdock, motherwort, creeping charlie	<25%	<5%; few scattered plants		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.07	\$4,500	\$315
ROSEBROOK	W/F	Woodland/Forest Restoration	0.07					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	0.07	\$0	\$0
ROSEBROOK	W/F	Woodland/Forest Restoration	0.07					Native grass seeding -1-2x	woodland grasses		>75% native grass cover	x	x	spring	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		LS	1.00	\$600	\$600
ROSEBROOK	W/F	Woodland/Forest Restoration	0.07					Native forb seeding - 1x	woodland/savanna forbs		>25% native forb cover	x	x	fall	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		LS	1.00	\$600	\$600
ROSEBROOK	W/F	Woodland/Forest Restoration	0.07					Woodland groundlayer restoration (turf to natives)	woodland/savanna		Increase native ground cover	x	x	growing season	Site prep spray, mulch, native plugs/seed	Seed/planting design; MN Pesticide Applicator License; Pesticide handling;		LS	1.00	\$2,500	\$2,500
SANDCASTLE	W/F	Woodland/Forest Restoration	0.25		Wooded park edges	High	Sustain gains & continue NRM progress; good volunteer project											Acre	0.25		
SANDCASTLE	W/F	Woodland/Forest Restoration	0.25					Invasive shrub removal by hand - 1x	invasive shrubs		No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	0.25	\$6,000	\$1,500
SANDCASTLE	W/F	Woodland/Forest Restoration	0.25					Supplemental seeding	woodland edge mix		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design		Acre	0.25	\$2,500	\$625

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TAMARACK	W/F	Woodland/Forest Restoration	3.85	25-50%	Lowland hardwoods dominated by cottonwood, boxelder; needs buckthorn foliar and cut/treat follow-ups, more ground layer seeding through southern 2/3 of unit, expand native ground layer buffer into mowed lawn; encroachment issues.	Med-High	Sustain gains & continue NRM progress											Acre	3.85		
TAMARACK	W/F	Woodland/Forest Restoration	3.85					Invasive tree removal throughout & downed wood in NE arm - 1x	Siberian elm, white mulberry	a few trees	No invasive trees		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.00		
TAMARACK	W/F	Woodland/Forest Restoration	3.85					Invasive shrub removal by hand - 1x	buckthorn, honeysuckle	50-75%	<10% woody invasives cover	x	x	dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	3.85	\$1,100	\$4,235
TAMARACK	W/F	Woodland/Forest Restoration	3.85					Invasive brush foliar treatment for re-sprouts - annually	buckthorn, honeysuckle	50-75%	<10% woody invasives cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	3.85	\$850	\$3,273
TAMARACK	W/F	Woodland/Forest Restoration	3.85					Herbicide spot treat invasive weeds - annually	burdock, Canada thistle, creeping Charlie	25-50%	<10% herbaceous invasives cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	3.85	\$550	\$2,118
TAMARACK	W/F	Woodland/Forest Restoration	3.85					Hand pull herbaceous weeds - annually	dame's rocket, catnip, motherwort (pull); bull thistle (cut)			x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	3.85	\$750	\$2,888
TAMARACK	W/F	Woodland/Forest Restoration	3.85					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	3.85	\$0	\$0
TAMARACK	W/F	Woodland/Forest Restoration	3.85					Native seeding - 2-3x	woodland edge mix		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding; native plugs	Seed mix design		Acre	3.85	\$850	\$3,273
VALLEY	W/F	Woodland/Forest Restoration	4.89	<25%	Lowland hardwood canopy w/ few bur oaks; few invasive trees (white mulberry, white poplar, Siberian elm); invasive shrubs rare and scattered; native forbs rare; seeded wild ryes present but rare.	Med	Low quality, but moderate restoration potential; sustain gains & continue NRM progress											Acre	4.89		
VALLEY	W/F	Woodland/Forest Restoration	4.89					Invasive tree removal - 1x	white mulberry, white poplar, amur maple, Siberian elm (about dozen trees total)	<10%	No invasive trees in canopy & understory		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.00		
VALLEY	W/F	Woodland/Forest Restoration	4.89					Thin boxelder under cottowoods - 1x	boxelder		Increase understory light		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		Acre	4.89	\$1,800	\$8,802
VALLEY	W/F	Woodland/Forest Restoration	4.89					Invasive shrub removal by hand - 2-3x	buckthorn, honeysuckle	<5%	<1% cover	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	4.89	\$800	\$3,912
VALLEY	W/F	Woodland/Forest Restoration	4.89					Herbicide spot treat invasive weeds - annually	creeping Charlie, burdock, creeping bellflower, lily-of-the-valley	50-75%	<25% cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	4.89	\$750	\$3,668

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VALLEY	W/F	Woodland/Forest Restoration	4.89					Hand pull herbaceous weeds - annually	garlic mustard, hedge parsley, motherwort	<25%	<10% cover; seed producing plants minimal	x		spring	Gloves, safety glasses	Training: Plant ID		Acre	4.89	\$750	\$3,668
VALLEY	W/F	Woodland/Forest Restoration	4.89					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	4.89	\$0	\$0
VALLEY	W/F	Woodland/Forest Restoration	4.89					Native grass/sedge seeding - 2x	woodland species		25-50% cover	x	x	sping	Seed mix, seed mix filler, buckets for hand seeding; native plugs	Seed mix design		Acre	4.89	\$850	\$4,157
VALLEY	W/F	Woodland/Forest Restoration	4.89					Native forb seeding - 1x	woodland species		25% cover	x	x	fall	Seed mix, seed mix filler, buckets for hand seeding; native plugs	Seed mix design		Acre	4.89	\$850	\$4,157
VALLEY	PB	Pond Buffer Restoration	0.35	<10%	Cover dominated by cool season, nonnative grasses; native forbs are rare except for giant goldenrod; sandbar willow cover dense at south end; few green ash saplings; re-do restoration as buffer strip and expand MU upslope to trail.	Med-Low	Low quality; moderate to low sustainability?	Mesic prairie pond buffer restoration	mesic prairie		>75% native cover		x					Acre	0.35		
VILLA	W/F1	Woodland/Forest Restoration	4	50-75%	Lowland hardwood cottonwood, silver maple canopy w/ few willow, walnut, and Siberian elm; boxelder subcanopy; no buckthorn noted but few Norway maple saplings; good native ground cover.	High	Remnant; sustain gains & continue NRM progress											Acre	4.00		
VILLA	W/F1	Woodland/Forest Restoration	4					Invasive tree removal - 1x	Siberian elm	<1%	No invasive trees		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.00		
VILLA	W/F1	Woodland/Forest Restoration	4					Invasive shrub/sapling removal by hand - 1x	buckthorn, Norway maple	<1%	Maintain <1% invasive brush cover	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	4.00	\$850	\$3,400
VILLA	W/F1	Woodland/Forest Restoration	4					Herbicide spot treat invasive weeds - annually	Canada thistle	??	<10% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	4.00	\$650	\$2,600
VILLA	W/F1	Woodland/Forest Restoration	4					Native seeding - patchy - 1-2x	woodland mix		Gap filling	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding; native plugs	Seed mix design		Acre	4.00	\$550	\$2,200
VILLA	W/F2	Woodland/Forest Restoration	1.96	>75%	Cottonwood, boxelder canopy w/ walnut, silver maple; 2 white poplar at S end; dead ash; boxelder under w/ few ash; open understory, buckthorn rare; white snake common, mix of natives but mock strawberry occasional to common.	High	Sustain gains & continue NRM progress											Acre	1.96		
VILLA	W/F2	Woodland/Forest Restoration	1.96					Invasive tree, dead ash, downed dead wood removal 1x	white poplar, dead ash, down dead wood	<1%	No invasive trees, dead ash, reduced downed wood		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.00		
VILLA	W/F2	Woodland/Forest Restoration	1.96					Invasive shrub/sapling removal by hand - 2x	buckthorn, white poplar saplings	<1%	No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	1.96	\$1,500	\$2,940

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VILLA	W/F2	Woodland/Forest Restoration	1.96					Invasive brush foliar treatment for re-sprouts - 2x	buckthorn, white poplar saplings	<1%	No invasive brush/tree cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.96	\$1,500	\$2,940
VILLA	W/F2	Woodland/Forest Restoration	1.96					Herbicide spot treat invasive weeds - annually	reed canary grass (edges), Canada thistle	25-50%	<10% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.96	\$1,200	\$2,352
VILLA	W/F2	Woodland/Forest Restoration	1.96		ADDED 8/25/24			Hand pull weeds - annually	catnip, garlic mustard, motherwort; remove seeds from burdock		only few scattered plants; seed production prevented	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	1.96	\$950	\$1,862
VILLA	W/F2	Woodland/Forest Restoration	1.96					Native seeding - patchy - 1x	woodland mix		Cover established where buckthorn treated	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding; native plugs	Seed mix design		Acre	1.96	\$950	\$1,862
VILLA	W/F3	Woodland/Forest Restoration	14.10	25-75%	Lowland hardwoods, boxelder, cottonwood canopy, few spruce; savanna bur oak at far S end; black walnut between trail and pond; boxelder under; buckthorn occasional, honeysuckle rare; native ground cover variable.	Med	Remnant plant community; sustain gains & continue NRM progress											Acre	14.10		
VILLA	W/F3	Woodland/Forest Restoration	14.10					Invasive tree removal - 1x	Siberian elm				x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.00		
VILLA	W/F3	Woodland/Forest Restoration	14.10					Invasive shrub/sapling removal by hand - annually	buckthorn, honeysuckle	<25%	<10% woody invasive shrub cover	x	x	dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	14.10	\$850	\$11,985
VILLA	W/F3	Woodland/Forest Restoration	14.10					Invasive brush foliar treatment for re-sprouts - annually	buckthorn, honeysuckle	<25%	<10% woody invasive shrub cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	14.10	\$550	\$7,755
VILLA	W/F3	Woodland/Forest Restoration	14.10					Hand pull herbaceous weeds - annually	garlic mustard, motherwort; remove seeds from burdock	25-50%	<25% herbaceous invasive weed cover	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	14.10	\$550	\$7,755
VILLA	W/F3	Woodland/Forest Restoration	14.10					Native seeding - 2-3x	native woodland grasses/sedges		>75% native ground cover; increase species richness	x	x	spring	Seed mix, seed mix filler, buckets for hand seeding; native plugs	Seed mix design		Acre	14.10	\$850	\$11,985
VILLA	W/F4	Woodland/Forest Restoration	0.93	>75%	McCarron Lake buffer; white poplar canopy W end, walnut dominated w/ boxelder, few black locust; Siberian elm subcanopy; buckthorn occasional, mostly east 1/3	Med-Low	Sustain gains & continue NRM progress											Acre	0.93		
VILLA	W/F4	Woodland/Forest Restoration	0.93					Invasive tree removal - 1x	white poplar, black locust, Siberian elm	<25%	No invasive trees		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.00		
VILLA	W/F4	Woodland/Forest Restoration	0.93					Invasive shrub/sapling removal by hand - 2x	buckthorn, nonnative saplings	<25%	No stems with basal diameter >1/4"; no fruiting plants		x	dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	0.93	\$3,000	\$2,790
VILLA	W/F4	Woodland/Forest Restoration	0.93					Invasive brush foliar treatment for re-sprouts - 2x	buckthorn	<25%	<5% invasive brush cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.93	\$1,800	\$1,674
VILLA	W/F4	Woodland/Forest Restoration	0.93					Herbicide spot treat invasive weeds - annually	creeping Charlie, Canada thistle	25-50%	<5% herbaceous invasives cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.93	\$1,200	\$1,116

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VILLA	W/F4	Woodland/Forest Restoration	0.93					Hand pull or cut flowering stems of herbaceous weeds - annually	garlic mustard, motherwort	25-50%	<5% herbaceous invasives cover	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	0.93	\$1,200	\$1,116
VILLA	W/F4	Woodland/Forest Restoration	0.93					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	0.93	\$0	\$0
VILLA	W/F4	Woodland/Forest Restoration	0.93					Native seeding - 2-3x	woodland/savanna species		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding; native plugs	Seed mix design		Acre	0.93	\$850	\$791
VILLA	P	Prairie Restoration	0.92	>75%	Planted prairie with big bluestem, switchgrass, Indian grass, and prairie forbs; low species richness; burdock, sweetclover, red clover present	Med	Moderate quality; sustain gains & continue NRM progress											Acre	0.92		
VILLA	P	Prairie Restoration	0.92					Herbicide spot treat invasive weeds - annually	burdock, sweetclover, red clover				x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.92	\$1,500	\$1,380
VILLA	P	Prairie Restoration	0.92					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	0.92	\$0	\$0
VILLA	P	Prairie Restoration	0.92					Prescribed burn (RxB) - post conifer removal - 1x			1 RxB implemented		x	spring or fall	RxB equip, specialized Personal Protective Equipment	Training: RxB		LS	1.00	\$3,500	\$3,500
VILLA	P	Prairie Restoration	0.92					Native seeding	mesic prairie mix		Increase pollinator forb species richness	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding; native plugs	Seed mix design		LS	1.00	\$850	\$850
VILLA	P	Prairie Restoration	0.92					Grow-in mowing - as needed post seeding			Increase pollinator forb species richness		x	growing season	Specialized mowing equipment (walk-behind brush mower or skidsteer forestry mower)	Training: Mowing Equipment Operation; Trailing		EA	1.00	\$450	\$450
VILLA	SL	Shoreline Restoration	0.82	<50%	East pond shoreline; lowland hardwood canopy; needs follow-up invasive brush control; herbaceous weed control, native seeding	Med	Low quality, but sustain gains & continue NRM progress											Acre	0.82		
VILLA	SL	Shoreline Restoration	0.82					Invasive shrub/sapling removal by hand - annually	buckthorn, honeysuckle, white mulberry	50-75%	<10% woody invasive shrub cover	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	0.82	\$2,000	\$1,640
VILLA	SL	Shoreline Restoration	0.82					Invasive brush foliar treatment for re-sprouts	buckthorn, honeysuckle, white mulberry	50-75%	<10% woody invasive shrub cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.82	\$1,350	\$1,107
VILLA	SL	Shoreline Restoration	0.82					Herbicide spot treat invasive weeds - annually	creeping Charlie, Canada thistle, creeping bellflower, butter and eggs	>75%	<25% herbaceous invasive weed cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	0.82	\$1,100	\$902
VILLA	SL	Shoreline Restoration	0.82					Hand pull invasive herbaceous weeds - annually	hoary alyssum, catnip, motherwort; dame's rocket; remove seeds from burdock		Few scattered plants; prevent seed production annually	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	0.82	\$800	\$656
VILLA	SL	Shoreline Restoration	0.82					Native seeding - 3-4x	native woodland mix		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding; native plugs	Seed mix design		LS	1.00	\$850	\$850
VILLA	WL1, WL2	Wetland	4.39	<10%	Dominated by reed canary grass; with cattails along east side.	Low	Low quality; limited ecological gain											Acre	4.39		

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VILLA	WL1, WL2	Wetland	4.39					Invasive brush foliar treatment for re-sprouts -2-3x	buckthorn		Maintain <1% invasive brush cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	4.39	\$800	\$3,512
VILLA	WL1, WL2	Wetland	4.39					Herbicide spot treat invasive weeds - annually	Canada thistle		<10% invasive forb cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	4.39	\$500	\$2,195
VILLA	WL1, WL2	Wetland	4.39					Hand pull invasive herbaceous weeds - annually	garlic mustard, burdock seeds		Few scattered plants; prevent seed production annually	x		growing season	Gloves, safety glasses, bags	Training: Plant ID		Acre	4.39	\$0	\$0
WILLOW POND	W/F	Woodland/Forest Restoration	6.39	>75%	Lowland hardwood canopy w/ EAB ash common at north end, large stand of black locust, few white mulberry; occasional buckthorn in understory, w/ few honeysuckle, white mulberry; creeping Charlie prevalent throughout; too much garlic mustard to pull; seeded wild ryes and forbs present; needs forest canopy management & succession planning.	Med-High	Sustain gains & continue NRM progress; engage high school students/teachers in restoration process											Acre	6.39		
WILLOW POND	W/F	Woodland/Forest Restoration	6.39					Invasive tree and dead ash removal - 1x	black locust, white mulberry, ash		No invasive trees in canopy & understory; No dead/dying ash		x	winter	Chainsaw; heavy equipment for woody debris transport; wood chipper	Training: Chainsaw, Trailing, Hauling, Load/Unload		LS	1.00		
WILLOW POND	W/F	Woodland/Forest Restoration	6.39					Invasive shrub/sapling removal by hand - annually	buckthorn, honeysuckle, white mulberry	<25%	No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	6.39	\$1,000	\$6,390
WILLOW POND	W/F	Woodland/Forest Restoration	6.39					Invasive brush foliar treatment for re-sprouts - annually	buckthorn, honeysuckle, white mulberry	<25%	<5% woody invasives cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	6.39	\$750	\$4,793
WILLOW POND	W/F	Woodland/Forest Restoration	6.39					Herbicide spot treat invasive weeds - annually	creeping bellflower, daylily, lily-of-the-valley		prevent seed production and further vegetative spread by other species		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	6.39	\$650	\$4,154
WILLOW POND	W/F	Woodland/Forest Restoration	6.39					Hand pull or cut flowering/fruiting stems of herbaceous weeds - annually	garlic mustard, dame's rocket (pull); bull thistle (cut); remove burdock seeds		Flowering/seed producing plants eliminated each year	x		growing season	Gloves, safety glasses	Training: Plant ID		Acre	6.39	\$650	\$4,154
WILLOW POND	W/F	Woodland/Forest Restoration	6.39					Native grass/sedge seeding - 1x	woodland/savanna species		Establish grasses in creeping Charlie patches	x	x	spring	Seed mix, seed mix filler, buckets for hand seeding; native plugs	Seed mix design		Acre	6.39	\$850	\$5,432
WILLOW POND	W/F	Woodland/Forest Restoration	6.39					Native forb seeding - 1x	woodland/savanna species			x	x	fall	Seed mix, seed mix filler, buckets for hand seeding; native plugs	Seed mix design		Acre	6.39	\$850	\$5,432
WILLOW POND	SL	Shoreline Restoration	0.28	>75%	Dominant cover by native plants; weedy invasives mostly at east end; few saplings, honeysuckle to remove; overall in stable condition.	High	Maintain high quality with minimal effort; interpretive sign present	Invasive shrub & native sapling removal - 2x	honeysuckle, buckthorn, green ash	<1%	No invasive shrubs; no tree saplings over 3'	x	x	dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		LS	1.00	\$850	\$850

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WILLOW POND	WL	Wetland Restoration	0.88	<50%	Dominated by cattails. No management activities recommended as a priority over the next 5 years.	Low	Low quality; low sustainability; high effort											Acre	0.88		
WOODHILL	W/F1, W/F2	Woodland/Forest Restoration	1.23	25-50%	Lowland hardwoods canopy, Norway maple west of Western Ave N; occasional buckthorn, few white mulberry saplings; large buckthorn SW corner of west unit; creeping Charlie is common ground cover within units and in adjacent lawn (too extensive so treatment in units unsustainable unless the weed is addressed in the adjacent mowed areas); seed native forbs in open ground through east unit.	Med	Sustain gains & continue NRM progress, especially for east unit											Acre	1.23		
WOODHILL	W/F1, W/F2	Woodland/Forest Restoration	1.23					Invasive shrub/sapling removal by hand - 1x	buckthorn, white mulberry	<25%	No stems with basal diameter >1/4"; no fruiting plants	x		dormant seasons	Loppers/hand saws; herbicide daubers with herbicide, indicator dye	Training: Dormant woody plant ID		Acre	1.23	\$1,500	\$1,845
WOODHILL	W/F1, W/F2	Woodland/Forest Restoration	1.23					Invasive brush foliar treatment for re-sprouts - 2-3x	buckthorn, white mulberry	<25%	No invasive shrub cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.23	\$1,200	\$1,476
WOODHILL	W/F1, W/F2	Woodland/Forest Restoration	1.23					Herbicide spot treat invasive weeds - annually	burdock, Canada thistle	>50% due to creeping Charlie	<1% cover by invasive plants (excluding creeping Charlie)		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID		Acre	1.23	\$850	\$1,046
WOODHILL	W/F1, W/F2	Woodland/Forest Restoration	1.23					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID		Acre	1.23	\$0	\$0
WOODHILL	W/F1, W/F2	Woodland/Forest Restoration	1.23					Native seeding - 2-3x	woodland edge mix		>50% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding; native plugs	Seed mix design		Acre	1.23	\$850	\$1,046



Stantec is a global leader in sustainable architecture, engineering, and environmental consulting. The diverse perspectives of our partners and interested parties drive us to think beyond what's previously been done on critical issues like climate change, digital transformation, and future-proofing our cities and infrastructure. We innovate at the intersection of community, creativity, and client relationships to advance communities everywhere, so that together we can redefine what's possible.



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display at the OVAL, the skating center, where there are literally thousands of people coming and going every day. He asked if there is a way to amplify the message and the importance of these items. He thought this was something to consider, a way and place to use the huge level of traffic there to increase the impact.

Commissioner Francke indicated the same concern is shared by the entire Commission and they appreciate any opportunities afforded to them to address and engage with the public as these proclamations come up. Councilmember Etten's suggestion is very helpful and appreciated. He noted the Commission plans on looking at additional ways to reach the public other than those shared. He indicated the Commission is actually restructuring its goals and last month, Ms. Olson helped the Commission with an exercise in that regard.

Councilmember Strahan noted that unfortunately, in society, there have been repeated times when the City had to acknowledge hate crimes against different organizations. She knew there were different acknowledgements throughout the year from various organizations so maybe rather than trying to delineate one group or another, because it has seemed to be equal where some group has been not great to other people. She thought it might be good for the City to see that as a whole and acknowledge that at some point throughout the year.

Commissioner Francke thought the Commission would welcome that input and it would be a very spirited discussion. He thought the main issue of course would be how to keep it non-specific so it could involve all such potential issues without at any time seeming to take a particular side. He stated unless the Council wishes to do so and the Council is absolutely welcome to direct the Commission to bring this up even this year at some point.

Councilmember Strahan indicated she did not want to speak for everyone, but she did think hate speech is generally hate speech so if it is considered a racially or ethnically motivated crime, that is usually fairly specific on how that works.

Commissioner Francke thought the Commission might need further direction in order to not overstep their bounds.

e. **Authorize Professional Services Agreement with Stantec Consulting Services, Inc. for Natural Resources Planning**

Parks and Recreation Director Matthew Johnson briefly highlighted this item as detailed in the Request for Council Action and related attachments dated December 4, 2023.

Councilmember Etten asked how the evaluation process will work and who is going to do that work.

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Mr. Johnson explained Stantec is a large company and has an ecological staff and there will be folks that have not been involved previously who will come to collect the data, along with experienced staff.

Councilmember Etten asked Mr. Johnson to talk about the volunteer piece.

Mr. Johnson explained with this being a planning document the staff does not know with certainty where it will land but he thought it really speaks to the idea, originally the renewal program laid out a very thorough volunteer structure.

Councilmember Schroeder thanked Mr. Johnson for the presentation. She indicated she is familiar with this project with being on the Finance Commission previously and there were many conversations about this because of the budget side of it. She explained the City has invested a lot of resources into this and she thought it was important to understand that this is an ongoing project, the City has to reinvest in this, and she was supportive of this project.

Councilmember Groff asked for clarification on the technical advisory team section.

Mr. Johnson reviewed the technical advisory team associated with the project. He explained this would be a technical leadership group as the city acquires the maps, can look at it, figure out future project lists, and eventually build out the volunteer structure.

Public Comment

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

Schroeder moved, Etten seconded, authorizing the Mayor and City Manager to sign the enclosed proposal from Stantec Consulting Services, Inc. for tasks 1 through 6 of the Proposal for Parks Natural Resources Management Master Plan, at a cost not to exceed \$49,766, pending final legal review.

Council Discussion

Councilmember Schroeder thought this a good way for the City to reinvest back into the city resources.

Councilmember Etten agreed and thought the technical advisory team, as proposed here, is a great balance of the different folks who will be able to put together a very thoughtful plan.

Councilmember Groff thought this is an excellent plan.

Consider Adoption of Parks and Recreation Natural Resources Master Plan Update

November 25, 2024



Natural Resources – Brief History

- 2002 Natural Resources Plan Adopted
 - Prioritized Natural Resources as a key portion of Roseville's Parks
 - Restore and manage natural areas (e.g., forest, prairie, wetland)
 - Native plantings in developed parks
- 2013 System-wide natural resources evaluation and 2014 maintenance practices
 - Developed project list and practices
- 2013-2023 Natural Resources Renewal Program
 - All Parks Touched
 - More than \$600,000 in Grant Funding
 - More than 6,000 volunteer hours worked
 - City Commitment/CIP Category



Parks and Recreation Natural Resource Management Final Report

Prepared by:



City of Roseville
Parks Natural Resource Management

Parks Natural Areas Maintenance Practices



Why a Plan Update



SITUATIONAL
ASSESSMENT



EVOLVING
ENVIRONMENTAL
NEEDS



GRANT FUNDING
OPPORTUNITIES



NEED FOR
DIRECTION AND
INTENTIONALITY

Plan Development Process

- Pre Planning
 - Assessment Developed
- TAC Meeting #1
 - Inventory Conducted
 - Preliminary Project List Developed
- TAC Meeting # 2
 - Vision/Goals/Policies Drafted
 - Project List Refined
- TAC Meeting # 3
 - Volunteer Program Feedback
 - Goals/Policies Refined
- Parks and Recreation Commission Review Preliminary Report
- Final Document Created

Field Assessment Results

- Most natural areas show significant improvements since 2014.
- Seeded and planted native herbaceous species (grasses and wildflowers) have been established in all of the vegetation cover types, with the planted species comprising over 75% of the ground cover in many of the management units.
- Species of Wildlife Returning to Park System.
- Significant aesthetic change to many park eco-systems.





Field Assessment Results

- Nonnative, invasive herbaceous plants were present in all management units.
- Human activities contribute to additional plant cover and natural resources degradation.
- Wildlife contribute to perpetual invasive plant cover.

2024 Natural Resources Management Plan Includes

- Vision
- Goals and Policies
- Stewardship Program Recommendations
- Long Term Recommendations
- Project List

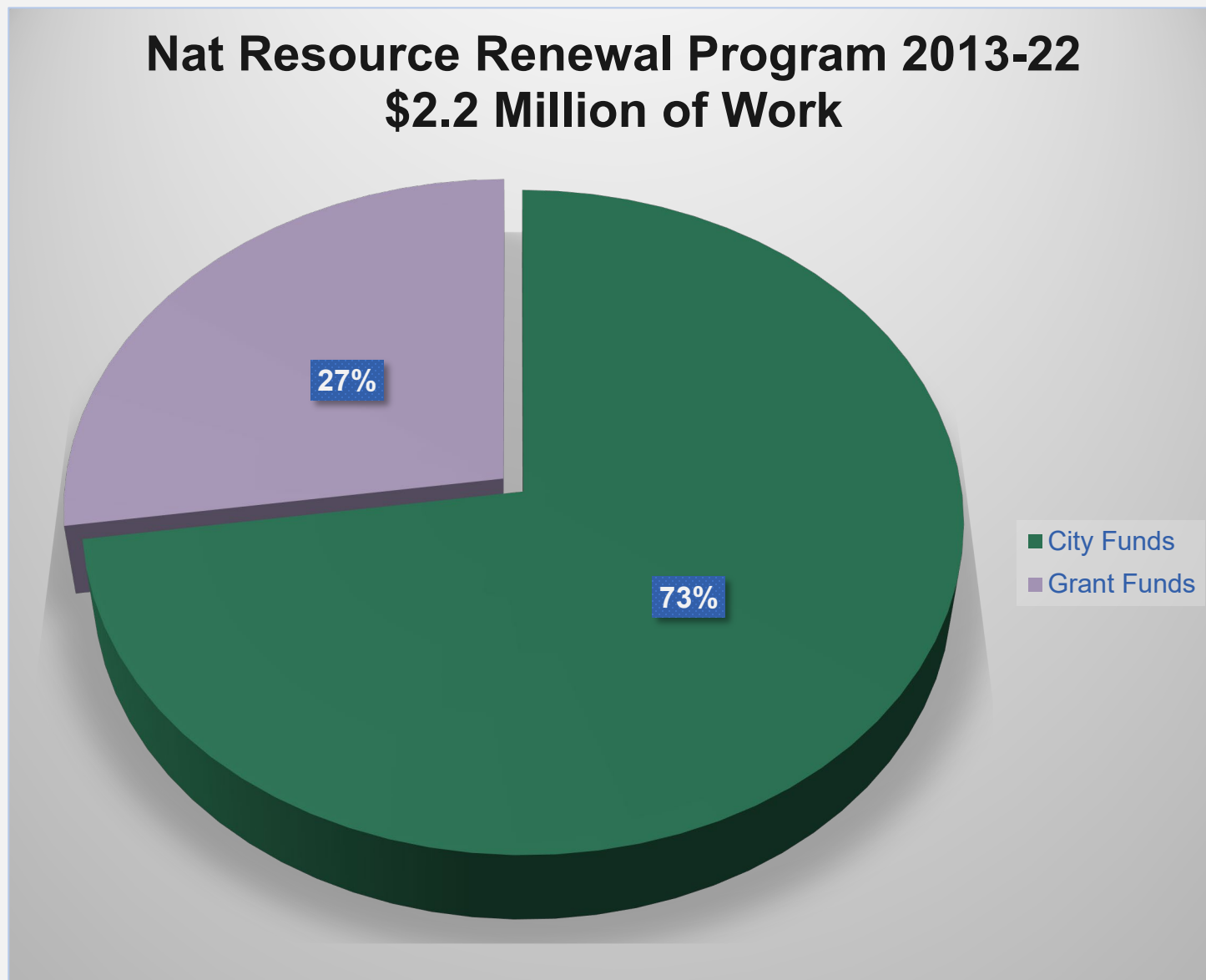
Project List

- Ready Made List of Projects
- Allows us to prioritize based on:
 - Impact (Stacked Benefits Process)
 - Funding
 - Equity
 - Size/Accessibility
- Track progress and outcomes

Unit	2024 Standee Within-Park Priority Rank (High, Med, Low)	2024 MU Priority Rank Comments	Management Activity	Target Species	2024 Approx. Invasive Species (%) Cover	Proposed 2030 NRM Objectives	Volunteers	Contract	Activity Timing	Equip. Tools, Supply Needs	Special Training / License Needs	Unit	Quantity	Est. Cost/ Unit	Est. Y
			Herbicide spot treat invasive weeds - annually	burdock, crown vetch, curly dock, Canada thistle, common St. Johnswort	25-50%	<5% herbaceous invasives cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID	Acre	0.72	\$950	\$
			Hand pull invasive herbaceous weeds - annually	hoary alyssum, bull thistle, mullein, sweetclover	<10%	<1%; few scattered plants	x		growing season	Gloves, safety glasses	Training: Plant ID	Acre	0.72	\$3,000	\$
			Hand seed removal - annually	burdock		Prevent seed production annually for 5 years	x		fall	Gloves, safety glasses, bags	Training: Plant ID	Acre	0.72	\$0	\$
			Site prep spray/mow for native seeding -1-2x	nonnative ground cover				x	growing season	Backpack sprayers, herbicide, indicator dye; mowing equipment	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID; Mowing Equipment Operation; Trailing	LB	1.00	\$1,500	\$
			Native seeding - 2-3x	prairie/savanna seed mixes		>75% native ground cover	x	x	variable	Seed mix, seed mix filler, buckets for hand seeding	Seed mix design	LB	1.00	\$850	\$
			Grow-in spot mowing/weed control for seeded areas	weeds		>75% native ground cover		x	growing season	Backpack sprayers, herbicide, indicator dye; mowing equipment	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID; Mowing Equipment Operation; Trailing	LB	1.00	\$750	\$
Shrub along very low utility black walnut, oak, green elm, mulberry; 10-20' woody shrubs south from and white group into utility is ground layer native ground cover to create	High	Social equity (sparse walkable natural resources access in neighborhood); will require high effort for small unit										Acre	0.29		
			Woody invasives removal by hand - 1x	hackberry, mulberry, Siberian elm	>90%	No stems with basal diameter >1/4"; no fruiting plants		x	dormant seasons	Chainsaw/brush saw; herbicide, indicator dye, herbicide sprayers	Training: training and safety plan for work next to road & under utility line	LB	1.00	\$2,500	\$
			Invasive brush foliar treatment for re-sprouts/seedlings - 3x	hackberry, 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	Acre	0.29	\$2,100	\$
			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	Acre	0.29	\$1,500	\$
			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	LB	1.00	\$450	\$
			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	LB	1.00	\$850	\$
weeds, dormant, curly dock, curly dock, curly dock	High	Role in environmental education & interpretation										Acre	0.14		

Budget Implications

- Next steps after adoption is to prioritize and sequence projects.
- Approximately \$850,000 of work on the list.
- City funding is essential for grant funding
- Not asking for a budget commitment today



Next Steps

- Project List is Already in Use
- Establish Yearly Workplan
 - Prioritize Projects for the Next Couple of Years
 - Identify Opportunities to Improve Volunteer Stewardship Program
 - Establish Communication Strategies
- Seek Grant Funding
- Educational Opportunities
- Develop and Track Benchmarks



Q & A

THANK YOU

Parks and Recreation

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 7.i.

Department Approval



City Manager Approval



Item Description: Approve Wayfinding Signage Concept

Background

In 2023, Visit Roseville completed a Community Wayfinding Master Plan. The goal of the plan was to create better signage to make finding points of interest and businesses easier for residents and visitors. The study looked at both vehicle and pedestrian signage. After discussion with Ramsey County and the Minnesota Department of Transportation, these agencies were not supportive of additional vehicle signage in their rights-of-way but were supportive of the pedestrian signage.

Public Works and Parks staff worked to develop a pathway wayfinding concept based on the Visit Roseville study. Staff came up with 14 sign locations (Attachment 1) throughout the city at busy road intersections that are on the pathway network. The locations chosen were based on pathway usage and connectivity to various destinations. Each sign would have between three and eight sign directional blades to direct pathway users to different locations. Each blade will be color coded based on destination type. For example, park blades will be green and business areas would be pink. Additionally, the miles from the sign to the destination would also be included.

Attachment 3 is the sign concept from the Visit Roseville report. The sign is very similar to the signage St. Paul uses on the Grand Rounds Trail. The aluminum pole sign is 14 feet tall with the bottom of the blades 8.5 feet off the ground. The signs would be installed on a footing approximately two to four feet behind the pathways at the various intersections. The exact location at each intersection will be determined later, based on conflicts and permit requirements from the County. To highlight Roseville, an emblem would be attached at the top of the sign pole. Five concepts are included in the concept plan. Staff would request feedback from council on which emblem to go with.

Policy Objectives

From the Pathway Master Plan: Provide proper signage for a safe, user-friendly pathway network.

Equity Impact Summary

There should be no equity impacts associated with this agreement. Adding additional signage should benefit all pathway users equally.

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Budget Implications

The 2024 budget included \$200,000 in ARPA funds for wayfinding signage. Based on preliminary estimates from St. Paul, staff anticipates the 14 signs will cost approximately \$150,000. Quotes have been sent to vendors and contractors and will be received on November 25, 2024. The quotes will be on the December 2, 2024 agenda for council approval. If approved, the signs would be installed in the spring of 2025 with completion by July 1, 2025. Any un-committed ARPA funds would be reallocated to other City expenditures by the end of the year as all ARPA funds must be committed to by the end of 2024.

Staff Recommendations

Staff recommends the Council approve the Wayfinding Signage concept plan and provide direction on the sign emblem for the top of the signs.

Requested Council Action

Motion to approve the Wayfinding Signage concept plan and provide direction on the sign emblem for the top of the signs.

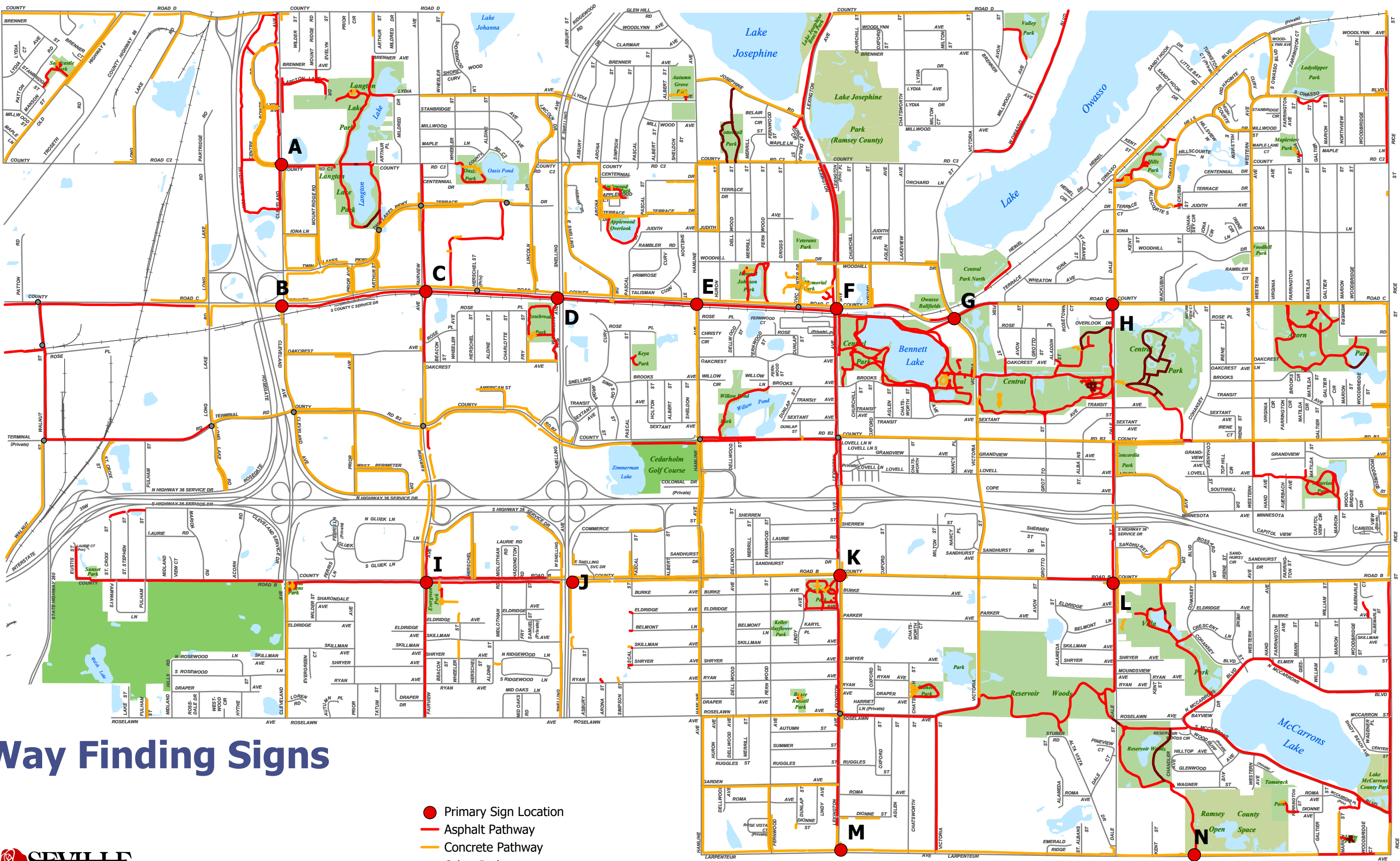
Prepared by: Jesse Freihammer, Public Works Director

- Attachments:**
- 1. Location Map
 - 2. Signage
 - 3. Signage Concepts

Way Finding Signs

ROSEVILLE
Prepared by: Engineering Department
10/21/2024

- Primary Sign Location
- Asphalt Pathway
- Concrete Pathway
- Other Pathway



Data Sources
* Ramsey County GIS (10/3/2024)
* City of Roseville Community Development
* City of Roseville Finance Department

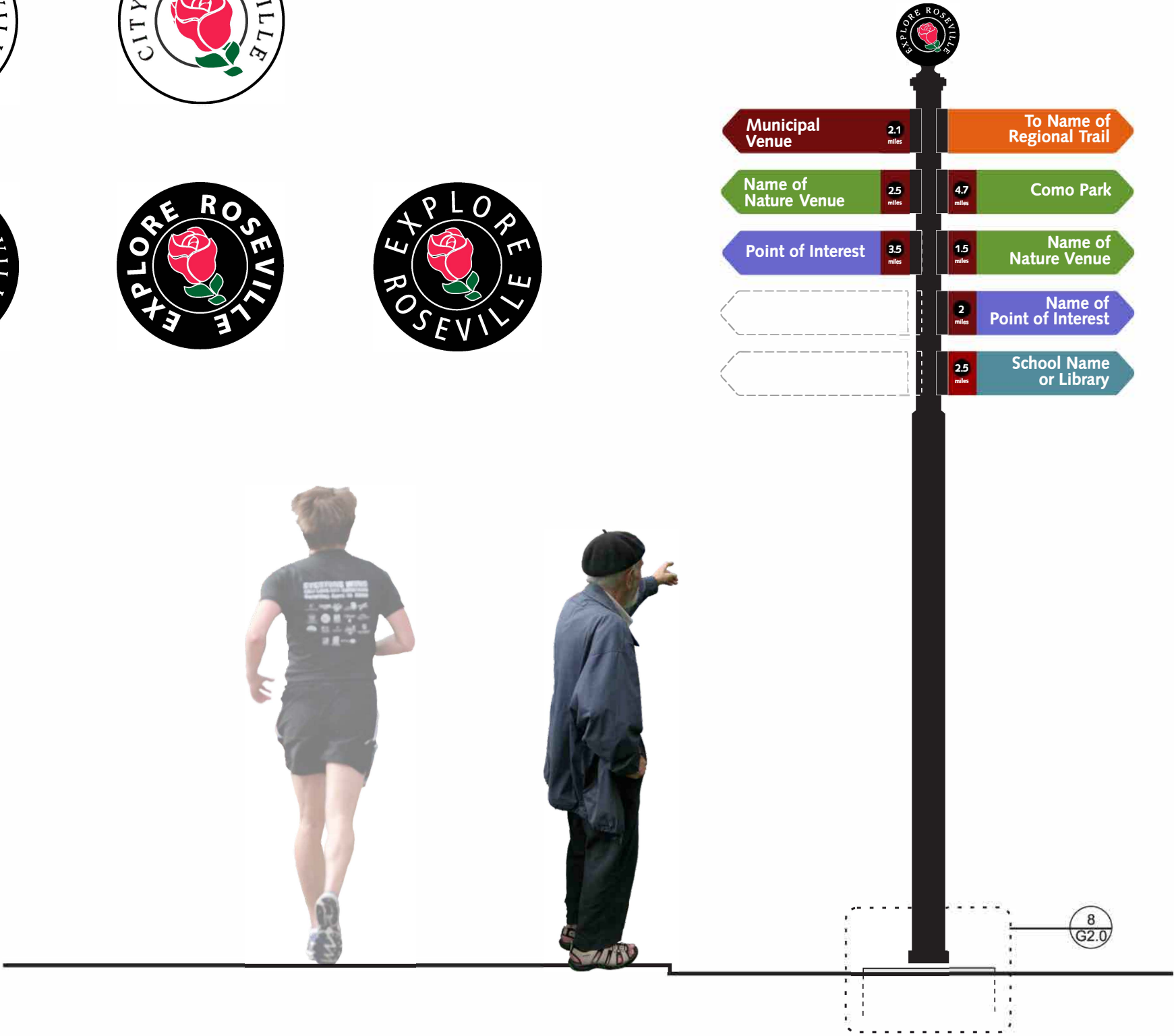
DISCLAIMER:
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference 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 651-792-7075. 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.



Pedestrian Trail Signage & Panel Blade Tabulation

ID	Location	Sign 1			Sign 2			Sign 3			Sign 4		
		Text	Miles	Direction	Text	Miles	Direction	Text	Miles	Direction	Text	Miles	Direction
A	C2 & Cleveland	Lodging	0.2	West	Langton Lake Park	0.2	East	Oasis Park	0.6	East	Rosedale Center	1.5	South
B	C & Cleveland	Langton Lake Park	0.7	North	City Campus	1.9	East	Diagonal Trail	1.1	West			
C	C & Fairview	Langton Lake Park	0.3	North	City Campus	1.4	East	Rosedale Center	0.6	South	Diagonal Trail	1.6	West
D	C & Snelling	Rosebrook Park	0.1	South	City Campus	0.9	East	Rosedale Center	1.1	South	Central Park	1.7	East
E	C & Hamline	Cedarholm Golf Course	0.7	South	Library	0.9	South	Autumn Grove Park	0.7	North	Central Park	0.7	East
F	C & Lexington	Lake Josephine Park	1	North	Central Park	0.2	South	Lexington Park	1	South	Skating Center/OVAL	0.1	West
G	C & Victoria	Central Park	0.4	South	Reservoir Woods	1.5	South	City Campus	0.6	West	Skating Center/OVAL	0.6	West
H	C & Dale	Central Park	0.3	South	Nature Center	0.3	South	Arboretum	0.3	South	Acorn Park	0.6	East
I	B & Fairview	Rosedale Center	0.6	North	Anpétu Téča Education Center	0.2	West	Har Mar Mall	0.6	East	Library	1.1	East
J	B & Snelling	Lexington Park	1	East	Evergreen Park	0.5	West	Mildand Gardens Park	1	West	Library	0.6	East
K	B & Lexington	Skating Center/OVAL	1.1	North	City Campus	1.1	North	Central Park	0.8	North	Retail/Restaurants	0.8	West
L	B & Dale	Central Park	0.9	North	Villa Park	0.2	South	Reservoir Woods	0.5	South	Har Mar	1.9	West
M	Larpentuer & Lexington	Lexington Park	0.9	North	Woodview Dog Area	1.3	East	Trout Creek Trail	1.3	East			
N	Larpentuer & Dog Park	Retail/Restaurants	1.3	West	Retail/Restaurants	0.7	East	Reservoir Woods	0.6	North			

ID	Location	Sign 5			Sign 6			Sign 7			Sign 8		
		Text	Miles	Direction	Text	Miles	Direction	Text	Miles	Direction	Text	Miles	Direction
A	C2 & Cleveland	Retail/Restaurants	0.5	South									
B	C & Cleveland												
C	C & Fairview	Oasis Park	0.6	North	Anpétu Téča Education Center	1.1	South						
D	C & Snelling	Skating Center/OVAL	0.9	East	Retail/Restaurants	1	South						
E	C & Hamline	City Campus	0.4	East	Skating Center/OVAL	0.4	East						
F	C & Lexington												
G	C & Victoria												
H	C & Dale	Owasso Hills Park	0.4	North	City Campus	1.2	West	Skating Center/OVAL	1.2	West			
I	B & Fairview												
J	B & Snelling	Anpétu Téča Education Cente	0.8	West									
K	B & Lexington	Har Mar Mall	0.9	West	Library	0.6	West						
L	B & Dale	Rice/Larpenteur	2	East	Library	1.6	West	Lexington Park	1	West	Retail/Restaurants	1.9	West
M	Larpentuer & Lexington												
N	Larpentuer & Dog Park												



- CIVIC / MUNICIPAL
- NATURE / HISTORIC
- INSTITUTION / EDUCATION
- POINTS OF INTEREST
- OTHER

	REGIONAL TRAILS
RGB: 227, 95, 19	
	STATE TRAILS
RGB: 65, 131, 186	
	POINTS OF INTEREST
RGB: 102, 102, 204	
	PARKS
RGB: 102,153, 51	
Pantone Black (MATCH)	POWDER COAT/PAINT FIN STEEL & HARDWARE
RGB: 153, 0, 0	NEW COLOR (CITY TRAILS)
Panel Colors - Use Matthews™ Acrylic Polyurethane Low VOC Satin Fin.	
3	PAINT COLORS AND FINISHES

REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 7.j.

Department Approval

City Manager Approval



Item Description: Discuss Roseville's 2025 Legislative Priorities

Background

At the January 8, 2024 meeting, the City Council adopted Legislative Priorities in anticipation of the 2024 Legislative Session of the Minnesota Legislature. The 2024 Legislative Session did not see a lot of bills pass. With the one exception (the law change regarding school resource officers), none of the City's high priority items were passed into law. Below is a summary of those priorities and the status of each item.

High Priority Items (Items that the City of Roseville will directly advocate for passage by the Legislature)

- Seek financial support for capital improvements for the state and regional asset of the Guidant John Rose Minnesota OVAL and support facilities through the State Bonding Bill **NOT APPROVED** (No bonding bill was approved by the Legislature)
- Allowing a Taproom and Cocktail Room on the same premise **NOT APPROVED** (Not considered by the Legislature)
- Enact statewide Licensing of Massage Therapists **NOT APPROVED** (Not considered by the Legislature)
- Receive authorization to utilize existing Funds in TIF District 17 (Twin Lakes) to assist in redevelopment and environmental remediation **NOT APPROVED** (Not considered by the Legislature)
- Modify existing state law regarding park dedication to allow for collection of park dedication fees on new development without the requirement that the land must be subdivided **NOT APPROVED** (Not considered by the Legislature)
- Clarify law regarding the use of force by School Resource Officers **APPROVED** (Law clarified regarding restraints allowed to be used by SROs in schools)
- Creation of alternative funding sources for Cable Commissions **NOT APPROVED** (Not considered by the Legislature)

Other Priorities (Items the City of Roseville supports but will let other organizations directly advocate for passage by the Legislature)

- Funding for Mental Health Voluntary Engagement **NOT APPROVED** (Not considered by the Legislature)
- Improve transparency of information on property tax notices sent by counties **NOT APPROVED** (Not considered by the Legislature)
- Allow for the use of city websites or other technology-based methods for official notices **NOT APPROVED** (Not considered by the Legislature)
- Implement Police Officer arbitration reform **NOT APPROVED** (Not considered by the Legislature)

- Amend State Building Code Chapter 1306 to Allow Municipalities to Require Sprinkler Systems in R-2 (Multi-Family) Occupancy Group **NOT APPROVED** *(Not considered by the Legislature)*
- Racial Equity Data **NOT APPROVED** *(Not considered by the Legislature)*
- Support legislative efforts to require the Department of Labor and Industry to adopt an advanced energy standard as part of the State Building Code and other legislative efforts to support zoning and financial incentives at the local level to encourage sustainable building design, construction, and operation strategies that aim to lower overall greenhouse gas emissions **NOT APPROVED** *(Not considered by the Legislature)*
- Continued funding to local governments to address emerald ash borer **APPROVED** *(\$8 million of funding for replacement trees)*
- Without limitation, amend state law to provide for the opportunity for city officials, City Council members, and City Commission members to participate virtually at city meetings from a remote location without having to open the remote location to the public as long as at least one publicly accessible location is offered **NOT APPROVED** *(Not considered by the Legislature)*
- Continued funding for mental health services and resources for public safety **NOT APPROVED** *(Not considered by the Legislature)*
- Allow local units of government to designate which licensed ambulance service provider may serve their community and to determine the appropriate level of service and response times **NOT APPROVED** *(Not considered by the Legislature)*

As is noted above, most of our priorities were never officially considered by the full Legislature or voted on.

Staff suggests the City Council remove any items marked **APPROVED** from the Legislative Priorities. If it is felt that there needs to be continued work on the priority, the City Council should reword the priority to specifically describe the issue that should be addressed.

In order to be ready for the 2025 Legislative Session, which begins on January 14, 2025, staff is bringing forward a discussion about Roseville's Legislative Priorities in order to be better prepared to advocate for the issues that are important for the City of Roseville.

Staff would also like the City Council to consider modifying/adding several new items to its Legislative Priorities:

- Consider moving the priority regarding ambulance service for the community to a High Priority. As the City Council is aware, the City has no ability to impact who the primary ambulance service provider is for the community or determine the appropriate level of service and response time. The community continues to see slower response times from our current ambulance service providers that not only puts residents in jeopardy during an emergency, it also adds strains to our area municipalities that provide ambulance service, such as Maplewood and White Bear Lake.
- Removing the priority regarding approval of a special law to allow the City to utilize existing funds from TIF 17. This change is hard to justify given that there is no pending project in the works for the site.
- In May 2024, the City Council voted to support legislation to include funding for Kids in Need Foundation to purchase and construct a new facility for their operations, with the City of Roseville acting as the fiscal agent. No bonding bill was considered as part of the 2024 legislative session. The City Manager reached out to Kids in Need Foundation CEO and President, Corey Gordon, to determine if a similar request should be made to the Legislature. Due to expiration of their lease at the end of November and the uncertainty of any bonding bill being considered in 2025, they are finalizing the purchase of a building in another community and will not be seeking the City's assistance in securing bonding funding from the State of Minnesota.
- In April, the City Council discussed concerns about legislation addressing missing middle housing, multifamily housing in commercial zones, and city minimum residential density and associated requirements. As a result of that discussion, the City Council approved sending a

letter to Roseville's area legislators which raised concerns about the proposed legislation. (Attachment 2). At this point, it is unclear if the same or similar legislation will be proposed in the upcoming session. However, given the level of support these issues had last session, it is most likely that legislation addressing missing middle housing will be introduced. The City Council should discuss whether the previous concerns regarding missing middle housing should be added to the City's Legislative Priorities.

- Also in April, the City Council discussed legislation proposed by Ramsey County to be granted Economic Development Authority (EDA) powers. Based on that discussion, the City Council approved sending a letter to Roseville's area legislators supporting the legislation with amendments that addressed the City's concerns (Attachment 3). In October, the City Council received a presentation from Ramsey County asking for the City's support of updated legislation to allow for Ramsey County to exercise EDA powers. The City Council should discuss whether Ramsey County EDA legislation should be added to the City's Legislative Priorities.
- A coalition of 11 Statutory Plan B cities is planning on bringing forward legislation that would amend state law regarding the purchasing authority threshold for Plan B cities. Currently, City Managers, acting as chief purchasing agent in Plan B cities, are required to bring purchases and contracts over \$20,000 for City Council approval. (In Roseville, the threshold is \$10,000). Purchasing authority is set by Chapter [412.961](#) of the Minnesota State Statutes. Below is information from the City of Edina, who is taking the lead in bringing forward the legislation:
 - The City Manager is the chief purchasing agent of statutory Plan B cities. State law requires purchases and contracts over \$20,000 are recommended by the manager but require additional approval by the City Council. There are only 18 Statutory Plan B Cities in MN.
 - The \$20,000 statutory threshold has not been raised since 2004. This does not account for standard inflation over the past 20 years.
 - The cost of items has significantly increased, most City purchases are well over \$20,000. Allowing the City Manager a higher purchasing threshold can make purchasing more efficient, while still maintaining compliance and oversight of budget.
 - Metro charter cities with the Council-Manager form of government have significantly higher limits (St. Louis Park, Minnetonka, Richfield, Bloomington, Minneapolis, Hopkins) all have a \$175,000 threshold.
 - The City of Edina supports a raise in the legal maximum to at least \$175,000 (consistent with MN Statute 471.345) with the ability for individual City Councils to set lower thresholds at their discretion.

For general information, staff has included the table of contents of the legislative policies for the League of Minnesota Cities and Metro Cities organization as Attachment 4. As the City Council will note, there are several instances of overlap between the City's Legislative Priorities and the League of Minnesota Cities and Metro Cities legislative policies. The full copy of each organization's legislative policies can be viewed at the links listed below.

League of Minnesota Cities

<https://www.lmc.org/>

Metro Cities

<https://www.metrocitiesmn.org/>

Policy Objectives

Advocating for Roseville's Legislative Priorities will provide a voice to the Minnesota Legislature and Governor on items and issues that are important to the community and city operations.

Equity Impact Summary

While the equity toolkit was not utilized to analyze the impact of the Legislative Priorities, it is important to acknowledge that each priority may have equity impacts. As the City's legislative policies are mostly

146 centered around state laws and policies, a broader state-wide equity lens is needed to ensure that racial
147 equity disparities are addressed. As the Legislature considers the City's legislative priorities, the City will
148 advocate that racial equity impacts are considered in the drafting and consideration of the legislation.

149

150 **Budget Implications**

151 Not directly applicable to the Legislative Priorities. However individual items may have a cost impact to
152 the City, either negatively or positively, depending on the topic and outcome.

153

154 **Staff Recommendations**

155 Staff recommends the City Council should review 2024 Legislative Priorities and discuss what should be
156 included as part of the 2025 Legislative Priorities.

157

158 **Requested Council Action**

159 The City Council should discuss and provide direction on Roseville's 2025 Legislative Priorities for staff
160 to bring back for further discussion and consideration.

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

Attachments:

1. 2024 City of Roseville Legislative Priorities
2. City Letter regarding Missing Middle Housing Legislation
3. City Letter regarding Ramsey County EDA Legislation
4. League of Minnesota Cities and Metro Cities 2025 Legislative Policies - Table of Contents

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City of Roseville's 2024 Legislative Priorities
Approved January 8, 2024

High Priority Items (Items that the City of Roseville will directly advocate for passage by the Legislature)

- Seek financial support for capital improvements for the state and regional asset of the Guidant John Rose Minnesota OVAL and support facilities through the State Bonding Bill (HF 2919 – Rep. Becker-Finn/SF 2902 – Sen. Marty)
- Allowing a Taproom and Cocktail Room on the same premise
- Enact statewide Licensing of Massage Therapists (SF 967 – Sen. Oumou Verbeten/HF 973)
- Receive authorization to utilize existing Funds in TIF District 17 (Twin Lakes) to assist in redevelopment and environmental remediation
- Modify existing state law regarding park dedication to allow for collection of park dedication fees on new development without the requirement that the land must be subdivided
- Clarify law regarding the use of force by School Resource Officers

Other Priorities (Items the City of Roseville supports but will let other organizations directly advocate for passage by the Legislature)

- Creation of sustainable alternative funding sources for Cable Commissions
- Funding for Mental Health Voluntary Engagement
- Improve transparency of information on property tax notices sent by counties
- Allow for the use of city website or other technology-based methods for official notices
- Implement Police Officer arbitration reform
- Amend State Building Code Chapter 1306 to Allow Municipalities to Require Sprinkler Systems in R-2 (Multi-Family) Occupancy Group
- Racial Equity Data
- Support legislative efforts to require the Department of Labor and Industry to adopt an advanced energy standard as part of the State Building Code and other legislative efforts to support zoning and financial incentives at the local level to encourage sustainable building design, construction, and operation strategies that aim to lower overall greenhouse gas emissions
- Continued funding to local governments to address emerald ash borer
- Without limitation, amend state law to provide for the opportunity for city officials, City Council members, and City Commission members to participate virtually at city meetings from a remote location without having to open the remote location to the public as long as at least one publicly accessible location is offered
- Continued funding for mental health services and resources for public safety
- Allow local units of government to designate which licensed ambulance service provider may serve their community and to determine the appropriated level of service and response times

April 15, 2024

Senator John Marty
Room 3235 Minnesota Senate Building
95 University Ave. W
St. Paul, MN 55155

RE: City comments on HF 4009/SF 3964 and HF 4010/SF 3980 ("Missing Middle Housing" and "Multifamily Residential Developments" and related bills)

Dear Senator Marty:

Based on the Roseville City Council discussion at our April 8 meeting, I am writing this letter to express the City of Roseville's concern with the legislation addressing missing middle housing, multi-family housing in commercial zones, and city minimum residential density and associated requirements. Given the breadth of proposed changes, we are concerned about the unintended consequences for local governments that could occur if this legislation is adopted. Additionally, the City of Roseville has other overarching concerns with these bills, namely the level of specificity to which local control is being preempted and that cities were not included in discussions surrounding these standards.

Roseville understands the housing shortage that faces our State and has put considerable efforts, both regulatorily and financially, towards efforts to address housing needs within our city. We are concerned that if these bills pass, they will have unintended consequences on the otherwise thoughtful efforts Roseville has deployed locally that is based on analysis of local needs and after engagement with community members. And to be clear, the implementation of these efforts came after lengthy, and sometimes controversial discussions.

As mentioned, Roseville has worked very hard in recent years to create more affordable housing and missing middle housing. A few examples include:

- Approval of nearly 700 units of affordable apartments over the last several years,
- Approval of amendments to our Zoning Code to allow two-unit housing types (or missing middle housing) in zoning districts that previously only permitted single family homes, and
- Permitting Accessory Dwelling Units for more than ten years.

Roseville understands there is always room for improvement, and we intend to build on what we've already done, but those conversations should be held at the local level where specific local needs can be addressed in a thoughtful manner and with input from the community.

While we don't intend to highlight every concern with these bills, we do think it's important to highlight a couple of examples that Roseville finds troublesome:

- By allowing apartment buildings as tall as 150' in "any commercial zoning district" could result in a 10-story apartment building residing next to a single-family home. Our concern is not about allowing housing in commercial areas, as most of our commercial zoning districts already are mixed use and allow housing. However, under our codes, we still maintain "neighborhood scale" commercial zones that serve niche commercial needs of neighborhoods, like small coffee shops, retail services, or small businesses. These areas need to be preserved and are essential in

Page 2 of 2

providing spaces small businesses can afford, given small businesses are a huge component of a city's local identity.

- Limiting a city's ability to enforce design standards will not guarantee more affordability. The market is the best indicator of rent and sales prices. To limit a city from imposing design requirements, especially on large multi-family buildings (affordable or market rate) will lead to construction of lower quality buildings that will, over time, become unsightly and cause disinvestment in the neighborhood. Further exacerbating this issue is language that prohibits a city from obligating a developer to implement design standards in exchange for local funds, including tax increment assistance. We believe this is hugely misguided and will cause cities to rethink the use of affordable housing tax increment assistance. This assistance, at least in Roseville, has been used to ensure affordable units are built to the same quality and amenity level as market rate housing given our local value that, no matter your income level, one deserves a quality place to live.

Every city has different needs but the overarching goal with zoning is to make sure there is balance throughout the community in terms of fulfilling residential, commercial, industrial, institutional, park, etc. needs. There isn't a one-size-fits-all approach, which these bills serve. Roseville is not opposed to State intervention on a broader scale, such as legislating that cities must provide areas for missing middle housing, accessory dwelling units, and multi-family housing, but we do object to the level of specificity this legislation dictates for all cities regarding detailed zoning standards and not being given a voice.

Thank you for your consideration of Roseville's concerns. We look forward to engaging in more thoughtful, locally minded legislative actions and would welcome the opportunity to provide input.

As always, please feel free to reach out to me to discuss our efforts to address housing needs in Roseville and our concerns with the current legislation.

Respectfully,
CITY OF ROSEVILLE



Daniel Roe
Mayor

April 15, 2024

Representative Jamie Becker-Finn
559 State Office Building
St. Paul, MN 55155

RE: HF 3784/SF 4655 – Creation of Ramsey County Economic Development Authority

Dear Representative Becker-Finn:

Ramsey County officials have discussed with City of Roseville their proposal to create a Ramsey County Economic Development Authority (EDA) through special legislation (HF 3784/SF 4655) which bypasses the normal statutory process for EDA creation. It is our understanding that Ramsey County seeks EDA powers in order to be able to use funds currently collected as part of the existing county Housing and Redevelopment Authority (HRA) levy to fund small business assistance. Current law prevents HRA levy dollars from being used for small business assistance.

After meeting with municipal representatives and hearing concerns about the possibility of Ramsey County instituting an EDA levy and the bypassing of existing state statutes regarding the creation of a county EDA, the bill has been amended to remove the ability of Ramsey County to create an EDA levy while still maintaining the ability for the County to exercise EDA functions. The amendment also retains the ability of a municipality to opt in or opt out of receiving business-related funding. Attached is a copy of the amendment showing the changes to the original bill.

Based on the City Council discussion of this legislation at our April 8 meeting, with the inclusion of the amendment to HF 3784, the City of Roseville has no objection to the legislation. However, if the amendment language of the bill were to be removed from the authorization giving Ramsey County the ability to fully use EDA powers, the City of Roseville would not be supportive of the legislation and request that Ramsey County use the statutory process outlined in Minnesota State Statutes Section 469.1082 to create the EDA.

Please feel free to reach out me if you have any questions.

Respectfully,

CITY OF ROSEVILLE



Daniel Roe
Mayor

--VERSION 3/14/2024--

Statutory Change Expanding Use of Ramsey County Housing & Redevelopment Authority (HRA)

HF 3784 (Lee) / SF XXXX (Hawj)

Small businesses are the backbone of Ramsey County. It's critical to our region that we continue to invest in our business community in the wake of the pandemic. Ramsey County seeks to amend the HRA statutory language to expand authority to better support diversifying industries, communities, and emerging entrepreneurs as best as possible.

FREQUENTLY ASKED QUESTIONS

Will this legislative change result in a new property tax to Ramsey County property owners?

A: No. This legislative change has no change on property taxes. This legislative change simply expands the list of eligible activities in which Ramsey County's Housing and Redevelopment Authority levy is used. The text change would additionally add programming for entrepreneurs and small businesses as an eligible use for the Ramsey County Housing and Redevelopment Authority levy.

What is the county seeking from Ramsey County cities? If the legislation is successful, what is required from Ramsey County cities?

A: The County does not require approval from Ramsey County cities for this proposed legislation. The County does however seek support from our cities for this legislation.

If the legislation is successful, cities within the existing Ramsey County Housing and Redevelopment Authority area of operation will have the choice whether to:

- Opt-in: A city that chooses to opt-in will receive the greatest flexibility of eligible programming. In addition to the current portfolio of affordable housing and redevelopment programming, business programming will be provided.
- Opt-out: A city that chooses to opt-out will continue to receive the current portfolio of affordable housing and redevelopment programming.

The City of North Saint Paul is not to be a part of the Ramsey County Housing and Redevelopment Authority Area of Operation. There is no change to North Saint Paul as a result of this legislation.

Ramsey County Housing & Redevelopment Authority

What is the current levy of the Ramsey County Housing & Redevelopment Authority (HRA)?

A: The 2024 HRA Levy is \$12,595,222.

How is the Ramsey County Housing and Redevelopment Authority levy currently used?

A: The Ramsey County HRA levy is in its third year of operation. Over the last two years, the general breakdown of HRA levy usage was (Avg. of 2022 & 2023):

Housing Programing	Redevelopment Programs	Administration
73%	17%	10%

Current suite of HRA levy programming

Housing Programs	Redevelopment Programs
Affordable Housing infrastructure Investments	Critical Corridors – Development + Infrastructure;
FirstHome Down payment assistance	CC Suburban Commercial Corridor Initiative* <i>Suburbs only</i>
Emerging & Diverse Developers Program	Critical Corridors Planning
	Site Assessment Grants

- **HRA 2023 Annual Report – Highlights** (*2nd year of operation*)
 - Affordable Housing Investments. \$6.15M of HRA levy obligated to affordable housing projects in 2023. Across all funding streams, County invested in the construction of 1,365 new and 767 preserved rental housing units in 2023. Of the total, 988 were classified as deeply affordable for residents earning at or below 30% Area Median Income.
 - FirstHome Down Payment Assistance. Of the 27 closings, 25 were first-generation homebuyers.
 - Emerging & Diverse Developers (EDD). EDD is a two-part program initiated in second half of 2023.
 - Part A is provides technical assistance and cohort group learning to strengthen the pipeline of local emerging and diverse developers in real estate. 48 developers received technical assistance in 2023.
 - Part B is a solicitation for projects led by EDD. County invested \$3.1 million (across all funding) into projects led by EDD.
 - Critical Corridors. Assisted 10 qualifying applicants/projects with \$2.1 million in Housing & Redevelopment Authority levy funding for place-based investments in three core areas: pre-development planning, commercial corridor initiatives (suburban only) and development and infrastructure
 - Site Assessment Grants. Program initiated in late fall 2023. Already supported 8 projects with site investigation (one project in 2023).
- **HRA 2022 Annual Report – Highlights** (*1st year of operation*)
 - Affordable Housing Investments. \$7.2M of HRA levy obligated to affordable housing projects in 2022. Across all funding streams, Ramsey County leveraged multiple funding sources in 2022 to bring dozens of affordable housing projects closer to realization and invested in the construction of 1,128 new rental housing units and preserved 1,029. Of the total, 571 are classified as deeply affordable for residents earning at or below 30% Area Median Income.
 - FirstHome. In Fall 2022, County relaunched its down payment assistance program to better align with market realities and offer first-time and first-generation homebuyers with down payment assistance. \$187,500 in down payment assistance loans disbursed in 2022.
 - Critical Corridors. Established in the Fall 2022, 14 grants in its first round of solicitations, totaling roughly \$2.3 million in three core areas: pre-development planning, development and infrastructure, and commercial corridor initiatives.

Will this change result in Ramsey County shifting its focus from supporting the preservation and expansion of deeply affordable housing?

A: No. Ramsey County remains focused on the improving affordable housing infrastructure throughout the county. The MN Legislature made unprecedented investments in housing and housing infrastructure as part of the 2023 Legislative session. The Local Affordable Housing Aid (LAHA) or housing sales tax is estimated to bring

resources comparable to that of the HRA levy. This additional funding for affordable housing allows for a slight adjustment of funding priorities of the HRA levy without deviating from the County's primary focus on expanding and improving affordable housing infrastructure.

Who decides on funding priorities on HRA Levy?

A: Ramsey County HRA Board is responsible for establishing funding priorities and make final decisions regarding spending of HRA levy. While the County HRA outlines its priorities, it relies on city partners as well as community organizations and developers to ready important projects. Prior to the county's HRA funding in a project, projects are required obtain a municipal resolution in support in accordance with state statute.

EDA and business programming

What type of business activities does the County intend to do with this legislative change?

A: The County is responding to community requests for enhanced business programming. The small business support (EDA eligible activities) realized by this legislative flexibility would be a strong reelection of those local requests and would initially start at \$1.5 - \$2 million of our yearly HRA levy to ensure the bulk of resources are remain available and prioritized for housing programs and projects. Areas of need identified to strengthen the small business ecosystem are informed by the County's involvement and engagement with cities, business support organizations and small businesses that include:

- Capacity building of small business support organizations to meet current and future needs
- More technical assistance/advisory services to better serve targeted geographies, communities and/or industries
- Additional flexible capital to enable greater business retention, expansion and attraction

Did the County attempt to form an EDA previously?

A: In 2016, the County did submit legislation that would have created a Ramsey County EDA. The legislation was pulled by the County following community concerns around the creation of a new taxing authority. The county's current legislation would not create a new taxing authority as it merely allows for additional eligible uses (i.e. business programming) of the County's existing Housing and Redevelopment Authority.

Does Ramsey County provide business programming? If so, what programs? How much does it spend? And how does it pay for business programs?

A: Ramsey County provides limited business programming. The County funds the programming through the County's general property tax levy. Current business programming totals \$345,000.

- Entrepreneur support: Open to Business – Provides no cost direct technical assistance and other forms of support to small business owners and aspiring entrepreneurs. This program was expanded countywide in 2019 in response to direct city requests for this program.
- Small Business Growth: CEO Next - Cohort-based leadership program for second stage growth-minded business owners.
- Marketing & attraction programming: RamseyCountyMeansBusiness.com An online portal providing workforce and economic development resources throughout the county to current and prospective businesses and investors.

How do other metro counties support business programming and how did they obtain authority to provide economic development activities?

A: Hennepin County received special legislation (MN Statute 383B.79) - *A multijurisdictional reinvestment program is authorized involving Hennepin County, the Hennepin County Housing and Redevelopment Authority, and one or more of the following political subdivisions: the cities of Minneapolis, Brooklyn Center, and other interested statutory or home rule charter cities in Hennepin County, the Minneapolis Park Board, the Three Rivers Park District, and any watershed district entirely or partially located in Hennepin County. The multijurisdictional program may include plans for housing rehabilitation and removals, industrial polluted land cleanup, water ponding, environmental cleanup, community corridor connections, corridor planning, creation of green space, acquisition of property, development and redevelopment of parks and open space, water quality and lakeshore improvement, development and redevelopment of housing and commercial projects, economic development, and job creation.*

- Hennepin County utilizes Housing and Redevelopment Authority funding for a variety of economic development programs including their CEO Next and Elevate Business platform. Due to the broader nature of this statute, this has limited applicability to Ramsey County.

Dakota County has a Community Development Agency. Under MN Statute 383D.41, subdivision 7, *After December 31, 1999, the Dakota County Housing and Redevelopment Authority shall be known as the Dakota County Community Development Agency. In addition to the other powers granted in this section, the Dakota County Community Development Agency shall have the powers of an economic development authority.*

- A core focus of local Community Development Agencies (CDAs) is the ability to own and operate affordable housing. Ramsey County has expressed no interest in owning and operating affordable housing, so this the CDA statute has limited applicability to Ramsey County.

Washington County has a Community Development Agency. In 2016, Washington County successfully sought special legislation to amend their Housing & Redevelopment Authority and created a Community Development Agency. Under MN Statute 383D.41, section 2, subdivision 2a, *Request to handle economic development, housing, or redevelopment duties. The governing body of a statutory or home rule charter city or township with an existing municipal economic development authority may request the Washington County Community Development Agency to handle the economic development, housing, or redevelopment duties of the authority and, in such an event, the Washington County Community Development Agency shall act and have exclusive jurisdiction for economic development, housing, or redevelopment duties in the statutory or home rule charter city or township pursuant to the provisions of the Economic Development Authorities Act, Minnesota Statutes, sections 469.090 to 469.1081.*

- A core focus of local Community Development Agencies (CDAs) is the ability to own and operate affordable housing. Ramsey County has expressed no interest in owning and operating affordable housing, so this the CDA statute has limited applicability to Ramsey County.

Scott County and Carver County each have a Community Development Agency. CDA's provide the most diverse array of eligible programing for housing, redevelopment and economic development uses.

Other questions:	
JENNIFER O'ROURKE Director of Government Relations 651-724-3461 jennifer.orourke@ramseycounty.us	JOSH OLSON Director of Community & Economic Development 651-295-0370 josh.olson@ramseycounty.us

MEMORANDUM

To: Representatives of the Cities of Ramsey County

From: Scott Schwahn, Ramsey County Assistant Attorney

Date: March 15, 2024

Subject: Expansion of Ramsey County HRA to Include EDA Powers via Proposed Legislation / Draft Revisions

This Memo is to address concerns posed at a prior meeting by City representatives in relation to proposed legislation by Ramsey County. The legislation seeks to expand the County's HRA by granting it Economic Development Authority powers.

At the previous meeting Ramsey County stated that, under its current structure, it is curtailed in its ability to support programming for emerging entrepreneurs and small businesses. The County seeks to be on par with other metro counties where such programming is established through mechanisms built into their Authorities, but not available to Ramsey County (e.g. Hennepin County's "Elevate Business" platform). The County believes this is an integral component in supporting Ramsey County communities and beneficial to all municipalities. The purpose of the bill is to create a path to allow consistent and reliable funding. The proposed bill was created in good faith, intended to be narrow in focus, and limited in use for business support programming.

Notwithstanding, City representatives had concerns about unintended consequences of such a bill. The County recognizes these concerns and intends to work with the cities in pursuing our goal. Accordingly, we have updated the proposed bill to include language to "close the door" on potential problematic outcomes. There are two main issues the cities raised as I understand them. A discussion as to how they are addressed in the new proposed bill follows below.

ISSUE #1: The act of establishing an EDA gives the County new powers to tax under MN Stat. Section 469. How can cities be certain Ramsey County will not at a later date certify an EDA levy to the County Auditor?

ANSWER: An EDA does have taxing power in the Statute, and it is an issue if looking at Section 469 in total. However, 469.092 ("Limit of Powers") allows setting limits on those powers. The statute gives an EDA the power to tax in two ways: a.) for debt service under 469.101 Subd. 19 (borrowed money in anticipation of bonds) and issuing of bonds under 469.102 Subd. 5; and b.) by general levy under 469.107. This is the extent of taxing powers for an EDA under 469.

We revised the Bill to specifically exclude all statutory language of the EDA to tax, thus foreclosing the possibility of establishing additional levies.

ISSUE #2: Under 469.1082 Subd. 5, Cities have the ability to opt out of EDA created programs by "electing to withdraw participation". They also "have the option to adopt a resolution to prohibit the county economic development service provider . . . from operating within its boundaries." Additionally, if a city chooses to withdraw, they do not lose the right to participate in programs at later dates. The County is proposing new legislation and not proceeding under 469.1082. Does this legislation extinguish the "Subd. 5 rights"?

ANSWER: The County recognizes the initial draft stated "Section 469.1082 does NOT apply to the County of Ramsey". The County has no intent to strip existing rights of the cities with the new legislation. Therefore, we have changed the wording to read "Except as to Section 469.1082 Subd. 5, section 469.1082 does not apply to the county of Ramsey." We recognize the cities should be able to continue to avail themselves to existing provisions under this subdivision.

It is the goal of the County to provide a channel in which to support an area where it is currently heavily restricted. It is not the intent to create additional tax burdens, reduce options, and/or remove existing rights of municipalities. The objective of this memo is to clarify that the concerns of the cities are heard, to indicate cooperation, and to highlight the specific statutory language added to the proposed bill that addresses those concerns.

1.1 A bill for an act

1.2 relating to local government; creating the Ramsey County Economic Development

1.3 Authority subject to limitations of powers to levy and collect taxes or special

1.4 assessments and subject to statutory options of cities and townships to elect to

1.5 withdraw participation; expanding the powers of the Ramsey County Housing and

1.6 Redevelopment Authority to include Ramsey County Economic Development

1.7 Authority powers subject to its limitations of powers to levy and collect taxes or

1.8 special assessments and subject to statutory options of cities and townships to elect to

1.9 withdraw participation; proposing coding for new law in Minnesota Statutes, chapter

1.10 383A.

1.11 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

1.12 Section 1. **[383A.151] RAMSEY COUNTY ECONOMIC DEVELOPMENT**

1.13 **AUTHORITY.**

1.14 Subdivision 1. **Creation.** (a) There is created in the county of Ramsey a public body,

1.15 corporate and politic, known as the Ramsey County Economic Development Authority,

1.16 that has the powers contained in sections 469.090 to 469.108, except as to sections 469.101

1.17 subd. 19, 469.102, and 469.107, the powers of a housing and

1.18 redevelopment authority under sections 469.001 to 469.047, and the powers of a city under

1.19 sections 469.124 to 469.133. For purpose of applying chapter 469 to the county of Ramsey,

1.20 the county has all the powers and duties of a city, the county board has all the powers and

1.21 duties of a governing body, the chair of the county has all the powers and duties of a mayor,

1.22 and, with respect to the exercise of the powers under section 469.008, the area of operation

1.23 includes the area within the territorial boundaries of the county.

1.24 (b) Except as to 469.1082 subd. 5, Ssection 469.1082, does not apply to the county of

1.25 Ramsey.

1.26 Subd. 2. **Commissioners.** Notwithstanding the provisions of chapter 469 or other law

1.27 to the contrary, the Ramsey County Economic Development Authority shall consist of seven

- 1.22 commissioners. The county board shall appoint the commissioners and shall fill vacancies
- 1.23 in the office of any commissioner. Pursuant to Ramsey County Resolution No. 94-357,
- 1.24 dated July 26, 1994, the Ramsey County Board of Commissioners also constitutes the

2.1 Ramsey County Housing and Redevelopment Authority. The board may by resolution
2.2 appoint the sitting commissioners of the Ramsey County Housing and Redevelopment
2.3 Authority as commissioners of the Ramsey County Economic Development Authority, the
2.4 terms of each commissioner corresponding accordingly.

2.5 **EFFECTIVE DATE.** This section is effective the day after the governing body of
2.6 Ramsey County and its chief clerical officer timely complete their compliance with Minnesota
2.7 Statutes, section 645.021, subdivisions 2 and 3.

2.8 Sec. 2. **[383A.152] RAMSEY COUNTY HOUSING AND REDEVELOPMENT**
2.9 **AUTHORITY; ADDITIONAL POWERS.**

2.10 The Ramsey County Housing and Redevelopment Authority, established pursuant to
2.11 Ramsey County Resolution No. 93-155, dated March 9, 1993, shall have the powers and
2.12 duties of the Ramsey County Economic Development Authority under section 383A.151
2.13 and shall retain all the powers of a housing and redevelopment authority under sections
2.14 469.001 to 469.047. For the purpose of applying chapter 469 to the county of Ramsey, the
2.15 county has all the powers and duties of a city, the county board has all the powers and duties
2.16 of a governing body, the chair of the county has all the powers and duties of a mayor, and,
2.17 with respect to the exercise of the powers under section 469.008, the area of operation
2.18 includes the area within the territorial boundaries of the county.

2.19 **EFFECTIVE DATE.** This section is effective the day after the governing body of
2.20 Ramsey County and its chief clerical officer timely complete their compliance with Minnesota
2.21 Statutes, section 645.021, subdivisions 2 and 3.

LEAGUE OF MINNESOTA CITIES

2025 City Policies

For Legislative and
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Adopted November 7, 2024

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DRAFT

Legislative Policies

January 2025

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ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

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	\$1,945,842.01
111167 – 111347	\$1,372,747.50
Total	\$3,318,589.51

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.

Requested Council Action

By motion, approve the payment of claims as submitted.

Prepared by: Joshua Kent - Assistant Finance Director

Attachments: 1. Check Register 10.29.2024 - 11.19.2024

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					
100-00-00-202100	ESCHEATMENT	MN Department of Commerce	2024 UNCLAIMED PROPERTY SUBMISSION	360.01	111232
100-00-00-210200	Federal Income Tax	IRS EFTPS- Non Bank	Remittance Check	78,527.90	2514
100-00-00-210200	Federal Income Tax	IRS EFTPS- Non Bank	Remittance Check	76,884.80	2514
100-00-00-210200	Federal Income Tax	IRS EFTPS- Non Bank	Remittance Check	84,527.21	2514
100-00-00-210300	State Income Tax	MN Dept of Revenue-Non Ban	Remittance Check	35,635.58	2510
100-00-00-210300	State Income Tax	MN Dept of Revenue-Non Ban	Remittance Check	34,953.51	2510
100-00-00-210300	State Income Tax	MN Dept of Revenue-Non Ban	Remittance Check	37,144.40	2510
100-00-00-210400	PERA Employee Ded.	PERA-Non Bank	Remittance Check	28,755.28	2511
100-00-00-210400	PERA Employee Ded.	PERA-Non Bank	Remittance Check	43,603.96	2511
100-00-00-210400	PERA Employee Ded.	PERA-Non Bank	Remittance Check	28,919.88	2511
100-00-00-210400	PERA Employee Ded.	PERA-Non Bank	Remittance Check	41,733.70	2511
100-00-00-210400	PERA Employee Ded.	PERA-Non Bank	Remittance Check	29,221.15	2511
100-00-00-210400	PERA Employee Ded.	PERA-Non Bank	Remittance Check	97.25	2511
100-00-00-210400	PERA Employee Ded.	PERA-Non Bank	Remittance Check	44,094.91	2511
100-00-00-210500	Life Ins. Employee	LINA	OCTOBER NEW YORK LIFE PREMIUMS	3,080.95	2460
100-00-00-210500	Life Ins. Employee	LINA	OCTOBER NEW YORK LIFE PREMIUMS	136.60	2460
100-00-00-210502	Employer Life Insurance	LINA	OCTOBER NEW YORK LIFE PREMIUMS	617.60	2460
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	3,243.00	2479
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	141.00	2479
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	493.50	2479
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	70.50	2479
100-00-00-210600	Union Dues Deduction	Local Union 49	Remittance Check	1,050.00	111288
100-00-00-210600	Union Dues Deduction	Roseville Firefighters Loc	Remittance Check	2,331.50	2497
100-00-00-210800	FICA Employee Ded.	IRS EFTPS- Non Bank	Remittance Check	27,647.11	2514
100-00-00-210800	FICA Employee Ded.	IRS EFTPS- Non Bank	Remittance Check	11,735.21	2514
100-00-00-210800	FICA Employee Ded.	IRS EFTPS- Non Bank	Remittance Check	27,876.14	2514
100-00-00-210800	FICA Employee Ded.	IRS EFTPS- Non Bank	Remittance Check	11,551.67	2514
100-00-00-210800	FICA Employee Ded.	IRS EFTPS- Non Bank	Remittance Check	28,144.09	2514
100-00-00-210800	FICA Employee Ded.	IRS EFTPS- Non Bank	Remittance Check	12,140.24	2514
100-00-00-210900	Long Term Disability	LINA	OCTOBER NEW YORK LIFE PREMIUMS	3,597.20	2460
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	12,761.00	2513
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	4,683.20	2513
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	497.81	2513
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	8,739.00	2513
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	13,866.00	2513
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	3,922.77	2513
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	8,739.00	2513
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	12,836.00	2513
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	4,332.35	2513
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	432.88	2513
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	7,449.00	2513
100-00-00-211001	MNDCP Roth	Great West- Non Bank	Remittance Check	520.00	2513
100-00-00-211001	MNDCP Roth	Great West- Non Bank	Remittance Check	309.28	2513
100-00-00-211001	MNDCP Roth	Great West- Non Bank	Remittance Check	1,180.00	2513
100-00-00-211001	MNDCP Roth	Great West- Non Bank	Remittance Check	520.00	2513
100-00-00-211001	MNDCP Roth	Great West- Non Bank	Remittance Check	302.06	2513
100-00-00-211001	MNDCP Roth	Great West- Non Bank	Remittance Check	1,180.00	2513
100-00-00-211001	MNDCP Roth	Great West- Non Bank	Remittance Check	620.00	2513
100-00-00-211001	MNDCP Roth	Great West- Non Bank	Remittance Check	401.24	2513
100-00-00-211001	MNDCP Roth	Great West- Non Bank	Remittance Check	1,180.00	2513
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	150.00	2442
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	2,972.00	2442

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					
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	944.15	2442
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	5,317.00	2442
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	150.00	2474
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	2,972.00	2474
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	993.17	2474
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	5,317.00	2474
100-00-00-211101	Mission SQ Roth	Mission Square	Remittance Check	250.00	2442
100-00-00-211101	Mission SQ Roth	Mission Square	Remittance Check	250.00	2474
100-00-00-211202	HRA Employer	ING ReliaStar	Remittance Check	7,875.00	2491
100-00-00-211400	Medical Insurance Employee	Minnesota Healthcare Conso	OCTOBER MEDICAL PREMIUMS	14,994.90	2517
100-00-00-211400	Medical Insurance Employee	Minnesota Healthcare Conso	OCTOBER MEDICAL PREMIUMS	10,561.14	2517
100-00-00-211402	Flex Spending Health	Alerus Financial NA - Non	BENEFIT REIMBURSEMENTS - FSA & DEPEND	41.44	2518
100-00-00-211402	Flex Spending Health	Alerus Financial NA - Non	BENEFIT REIMBURSEMENTS - FSA & DEPEND	726.90	2518
100-00-00-211402	Flex Spending Health	Alerus Financial NA - Non	BENEFIT REIMBURSEMENTS - FSA & DEPEND	189.03	2518
100-00-00-211402	Flex Spending Health	Alerus Financial NA - Non	BENEFIT REIMBURSEMENTS - FSA & DEPEND	1,069.21	2518
100-00-00-211402	Flex Spending Health	Alerus Financial NA - Non	BENEFIT REIMBURSEMENTS - FSA & DEPEND	371.33	2518
100-00-00-211402	Flex Spending Health	Alerus Financial NA - Non	BENEFIT REIMBURSEMENTS - FSA & DEPEND	(100.00)	2518
100-00-00-211402	Flex Spending Health	Alerus Financial NA - Non	BENEFIT REIMBURSEMENTS - FSA & DEPEND	426.94	2518
100-00-00-211402	Flex Spending Health	Alerus Financial NA - Non	BENEFIT REIMBURSEMENTS - FSA & DEPEND	363.74	2518
100-00-00-211402	Flex Spending Health	Alerus Financial NA - Non	BENEFIT REIMBURSEMENTS - FSA & DEPEND	507.35	2518
100-00-00-211402	Flex Spending Health	Alerus Financial NA - Non	BENEFIT REIMBURSEMENTS - FSA & DEPEND	3,255.42	2518
100-00-00-211402	Flex Spending Health	Alerus Financial NA - Non	BENEFIT REIMBURSEMENTS - FSA & DEPEND	496.00	2518
100-00-00-211404	MN State Retirement	MSRS-Non Bank	Remittance Check	12,952.61	2508
100-00-00-211404	MN State Retirement	MSRS-Non Bank	Remittance Check	12,698.17	2508
100-00-00-211404	MN State Retirement	MSRS-Non Bank	Remittance Check	12,282.04	2508
100-00-00-211404	MN State Retirement	MSRS-Non Bank	Remittance Check	12,962.69	2508
100-00-00-211501	Medical Employer	Minnesota Healthcare Conso	OCTOBER MEDICAL PREMIUMS	120,471.92	2517
100-00-00-211501	Medical Employer	Minnesota Healthcare Conso	OCTOBER MEDICAL PREMIUMS	(372.86)	2517
100-00-00-211600	PERA Employer Share	PERA-Non Bank	Remittance Check	29,457.87	2511
100-00-00-211600	PERA Employer Share	PERA-Non Bank	Remittance Check	3,721.30	2511
100-00-00-211600	PERA Employer Share	PERA-Non Bank	Remittance Check	65,405.94	2511
100-00-00-211600	PERA Employer Share	PERA-Non Bank	Remittance Check	29,709.45	2511
100-00-00-211600	PERA Employer Share	PERA-Non Bank	Remittance Check	3,657.54	2511
100-00-00-211600	PERA Employer Share	PERA-Non Bank	Remittance Check	62,600.51	2511
100-00-00-211600	PERA Employer Share	PERA-Non Bank	Remittance Check	30,010.28	2511
100-00-00-211600	PERA Employer Share	PERA-Non Bank	Remittance Check	3,703.35	2511
100-00-00-211600	PERA Employer Share	PERA-Non Bank	Remittance Check	97.25	2511
100-00-00-211600	PERA Employer Share	PERA-Non Bank	Remittance Check	66,142.34	2511
100-00-00-211700	FICA Employer Share	IRS EFTPS- Non Bank	Remittance Check	27,647.11	2514
100-00-00-211700	FICA Employer Share	IRS EFTPS- Non Bank	Remittance Check	11,735.21	2514
100-00-00-211700	FICA Employer Share	IRS EFTPS- Non Bank	Remittance Check	27,876.14	2514
100-00-00-211700	FICA Employer Share	IRS EFTPS- Non Bank	Remittance Check	11,551.67	2514
100-00-00-211700	FICA Employer Share	IRS EFTPS- Non Bank	Remittance Check	28,144.09	2514
100-00-00-211700	FICA Employer Share	IRS EFTPS- Non Bank	Remittance Check	12,140.24	2514
Total Department 00-00 GENERAL				1,427,476.02	
Department: 01-00 CITY COUNCIL					
100-01-00-430000	Professional Services	RAPP STRATEGIES INC.	SALES TAX REFERENDUM COMMUNICATIONS S	4,000.00	111315
100-01-00-430000	Professional Services	TimeSaver Off Site Secreta	MINUTES	676.50	2495
100-01-00-433000	Advertising	St. Paul Pioneer Press	ADVERTISING	114.92	111292
Total Department 01-00 CITY COUNCIL				4,791.42	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 02-00 ADMINISTRATION					
100-02-00-420000	Office Supplies	Innovative Office Solution	SEPT OFFICE SUPPLIES	23.81	2425
100-02-00-430000	Professional Services	Alerus Financial NA - Non	ALERUS ER REIMBURSEMENT ACCOUNT FEES	173.25	2518
100-02-00-430000	Professional Services	Shred-N-Go, Inc.	ADMIN DEPT SHREDDING THRU OCT	78.93	111263
100-02-00-430000	Professional Services	Trans Union, LLC	BACKGROUNDING SERVICES	29.08	111252
100-02-00-430060	wellness Plan	Allison Sertich	SCSC WELLNESS REIMBURSEMENT SHOES	50.00	2501
100-02-00-430060	wellness Plan	Dawn O'Connor	SCSC WELLNESS REIMBURSEMENT SHOES	50.00	2499
100-02-00-430060	wellness Plan	Heikkila, Kimberly	SCSC WELLNESS REIMBURSEMENT SHOES	50.00	2503
100-02-00-430060	wellness Plan	Jeanne Kelsey	SCSC WELLNESS REIMBURSEMENT SHOES	50.00	2494
100-02-00-430060	wellness Plan	Jeffrey Lopez	SCSC WELLNESS REIMBURSEMENT SHOES	50.00	2498
100-02-00-430060	wellness Plan	Kopietz, Karli	SCSC WELLNESS REIMBURSEMENT SHOES	50.00	2505
100-02-00-430060	wellness Plan	Phillippi, Kristy	SCSC WELLNESS REIMBURSEMENT SHOES	50.00	2507
100-02-00-430060	wellness Plan	Reasoner, Kusuma	SCSC WELLNESS REIMBURSEMENT SHOES	50.00	2506
100-02-00-430060	wellness Plan	Reski, Erin	SCSC WELLNESS REIMBURSEMENT SHOES	50.00	2504
100-02-00-430060	wellness Plan	Yer Vue	SCSC WELLNESS REIMBURSEMENT SHOES	50.00	2500
100-02-00-430060	wellness Plan	Yer Vue	SCSC WELLNESS BLITZ PRIZE	35.94	2500
100-02-00-439000	CONTRACT MAINTENANCE	NFP Insurance Services, In	BSWIFT AND ACA FEE	697.00	111208
100-02-00-440000	Conferences	MAMA-Metropolitan Area Man	MAMA OCTOBER LUNCHEON MEETING	25.00	111289
100-02-00-442000	Memberships & Subscription	COMPASS PEER GROUPS LLC	2025 COMPASS PEER GROUP- OLSON	1,600.00	111318
Total Department 02-00 ADMINISTRATION				3,163.01	
Department: 04-00 FINANCE					
100-04-00-430000	Professional Services	Metropolitan Courier Corp.	OCT 2024 SERVICE CHARGE	776.39	111303
100-04-00-430000	Professional Services	TimeSaver Off Site Secreta	MINUTES	206.50	2495
100-04-00-440000	Conferences	Katy Coyle	MILEAGE REIMBURSEMENT BS&A CONFERENCE	448.90	2462
100-04-00-448600	Credit Card Fees	CHASE PAYMENTECH - NON-BAN	SEPT PAYMENTECH AND AMEX FEES	25.55	2519
100-04-00-448600	Credit Card Fees	CHASE PAYMENTECH - NON-BAN	SEPT PAYMENTECH AND AMEX FEES	1.61	2519
Total Department 04-00 FINANCE				1,458.95	
Department: 06-00 LEGAL DEPARTMENT					
100-06-00-430000	Professional Services	Kennedy & Graven, Chartere	CELLULAR LEASES	566.00	111183
Total Department 06-00 LEGAL DEPARTMENT				566.00	
Department: 08-00 CENTRAL SERVICES					
100-08-00-420000	Office Supplies	Innovative Office Solution	SEPT OFFICE SUPPLIES	29.50	2425
Total Department 08-00 CENTRAL SERVICES				29.50	
Department: 10-00 POLICE DEPARTMENT					
100-10-00-332000	State Grants	Ramsey County Chiefs of Po	REFUND OF DUPLICATE 2024 VCET BILLING	20,000.00	111283
100-10-00-415000	Employer Insurance	Minnesota Healthcare Conso	OCTOBER MEDICAL PREMIUMS	847.02	2517
100-10-00-415000	Employer Insurance	Minnesota Healthcare Conso	OCTOBER MEDICAL PREMIUMS	847.02	2517
100-10-00-415000	Employer Insurance	Minnesota Healthcare Conso	OCTOBER MEDICAL PREMIUMS	606.99	2517
100-10-00-420000	Office Supplies	Greenhaven Printing	BUSINESS CARDS - MIKE MAYS	136.63	2488
100-10-00-422000	Clothing	Galls, LLC	VEST ID PLACARD	20.95	2452
100-10-00-422000	Clothing	STREICHER'S	NEW HIRE UNIFORM - MAYS	232.97	2424
100-10-00-422000	Clothing	STREICHER'S	NEW HIRE UNIFORM - LARSON	473.94	2424
100-10-00-422000	Clothing	STREICHER'S	NEW HIRE UNIFORM - KROSNOWSKI	579.94	2424
100-10-00-422000	Clothing	STREICHER'S	NEW HIRE UNIFORM - DUPAUL	222.99	2451
100-10-00-422000	Clothing	STREICHER'S	NEW HIRE JACKET - KUHN	344.98	2451
100-10-00-423000	Vehicle Supplies & Mainten	EMERGENCY AUTOMOTIVE TECH	REPAIRS TO SQUAD SIREN - UNIT 2201	115.00	2419
100-10-00-423000	Vehicle Supplies & Mainten	License Center-Non Bank	PD - 4 RENEWAL REGISTRATIONS	16.25	2512
100-10-00-423000	Vehicle Supplies & Mainten	License Center-Non Bank	PD - 4 RENEWAL REGISTRATIONS	16.25	2512
100-10-00-423000	Vehicle Supplies & Mainten	License Center-Non Bank	PD - 4 RENEWAL REGISTRATIONS	16.25	2512
100-10-00-424000	Operating Supplies	Interstate All Battery Cen	BATTERIES	381.20	111181

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	Operating Supplies	Interstate All Battery Cen	BATTERIES	139.20	111181
100-10-00-424000-PD0002	Operating Supplies	C & E HOLDINGS, LLC	RENT FEE (CN#24500713) HOMELESS OUTRE	548.80	111279
100-10-00-424000-PD0002	Operating Supplies	CEDARVIEW COMMONS	RENTAL APPLICATION FEE (CN#24500873)	35.00	111275
100-10-00-424000-PD0002	Operating Supplies	TWIN CITIES RES	1ST MONTH RENT (CN#24500879) HOMELESS	575.00	111278
100-10-00-430000	Professional Services	Language Line Services	LANGUAGE INTERPRETATION SERVICES	380.54	111186
100-10-00-430000	Professional Services	People Incorporated	Q4 2024 COLLOCATION OF MENTAL HEALTH	12,500.00	111218
100-10-00-430000	Professional Services	RAMSEY COUNTY	Q3 BILLING JUL - SEPT 2024, SALLY VAN	30,628.11	111192
100-10-00-431000	Telephone	Verizon	MONTHLY DATA CHARGES	1,080.27	111262
100-10-00-431000	Telephone	Verizon	SEPT PHONE CHARGES	4,449.27	111206
100-10-00-431000	Telephone	Verizon	DATA SEPT 27-OCT 26	40.01	111261
100-10-00-439000	CONTRACT MAINTENANCE	Cellebrite, Inc.	ANNUAL EXTRACTION SUBSCRIPTION - BCA	7,190.00	111194
100-10-00-441000	Training	CITY OF ST. PAUL	TRAINING RIFLE CHANG	400.00	111285
100-10-00-441000	Training	Schoenrock, Brianna	REIMB FOR EMR COURSE SHE PAID HERSELF	650.00	111221
Total Department 10-00 POLICE DEPARTMENT				83,474.58	
Department: 13-00 FIRE DEPARTMENT					
100-13-00-415000	Employer Insurance	Minnesota Healthcare Conso	OCTOBER MEDICAL PREMIUMS	606.99	2517
100-13-00-422000	Clothing	Aspen Mills Inc.	PORTER	473.09	111169
100-13-00-422000	Clothing	Aspen Mills Inc.	DUBAY	79.95	111169
100-13-00-422000	Clothing	Aspen Mills Inc.	ONEILL	274.93	111169
100-13-00-422000	Clothing	Aspen Mills Inc.	PORTER	136.97	111169
100-13-00-422000	Clothing	Aspen Mills Inc.	ROUSSO	329.13	111284
100-13-00-422000	Clothing	Aspen Mills Inc.	PORTER	134.95	111284
100-13-00-423000	Vehicle Supplies & Mainten	Henry Schein, Inc.	VENT CHEST SEALS	144.50	111207
100-13-00-423000	Vehicle Supplies & Mainten	Henry Schein, Inc.	MISC SUPPLIES	396.08	111207
100-13-00-423000	Vehicle Supplies & Mainten	Henry Schein, Inc.	LIFEPACK	32.02	111309
100-13-00-423000	Vehicle Supplies & Mainten	Mckesson Medical-Surgical	NARCAN	2,460.00	111238
100-13-00-423000	Vehicle Supplies & Mainten	Mckesson Medical-Surgical	GLOVES	425.20	111239
100-13-00-424000	Operating Supplies	All State Communications,	BATTERIES	35.00	111305
100-13-00-424000	Operating Supplies	Fastsigns	OPEN HOUSE PRINTING	155.96	111167
100-13-00-424000	Operating Supplies	Fikes, Inc.	PAPER TOWELS AND SOAP	604.48	2493
100-13-00-424000	Operating Supplies	Fikes, Inc.	BODY SOAP	304.08	2433
100-13-00-424000	Operating Supplies	GRAINGER	LATCH SPRING	2.70	111170
100-13-00-430000	Professional Services	Fire Loss Management, LLC	CHIPOTLE ALARM & TAREEN SPRINKLER	100.00	111254
100-13-00-430000	Professional Services	Fire Loss Management, LLC	ROSELAWN CEMETARY	50.00	111200
100-13-00-430000	Professional Services	Masa Consulting, Inc.	OCT	2,100.00	2458
100-13-00-430000	Professional Services	Performance Plus LLC	ANNUAL PHYSICALS	6,107.00	111299
100-13-00-439000	CONTRACT MAINTENANCE	ALEX AIR APPARATUS 2 LLC	MAINTENANCE	626.25	2487
100-13-00-439000	CONTRACT MAINTENANCE	All State Communications,	ANNUAL TEST	565.00	111305
100-13-00-439000	CONTRACT MAINTENANCE	Ancom Technical Center	RADIO	695.00	2422
100-13-00-439000	CONTRACT MAINTENANCE	AT&T Mobility	OCT	1,350.62	111201
100-13-00-439000	CONTRACT MAINTENANCE	BAY WEST LLC	DRUM DISPOSAL	1,140.46	111179
100-13-00-439000	CONTRACT MAINTENANCE	Comcast	OCT	190.40	111178
100-13-00-439000	CONTRACT MAINTENANCE	SAFEBUILT LLC	OCT INSPECTIONS	1,628.75	111316
100-13-00-439000	CONTRACT MAINTENANCE	OVERHEAD DOOR COMPANY OF T	DOOR MAINTENANCE	610.90	2434
100-13-00-439000	CONTRACT MAINTENANCE	T Mobile	OCT	20.67	111205
100-13-00-439000	CONTRACT MAINTENANCE	Viking Electric Supply, In	LIGHTBULBS	229.50	111176
100-13-00-441000	Training	City of Maplewood	LIVE BURN	2,713.00	2486
100-13-00-441000	Training	HEALTHPARTNERS INSTITUTE	CODY US CLASS	300.00	111225
100-13-00-441000	Training	MN Fire Service Certificat	ROUSSO/SCHULTZ EXAMS	861.00	2427
Total Department 13-00 FIRE DEPARTMENT				25,884.58	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 13-13 FIRE DEPARTMENT ADMINISTRATION					
100-13-13-436000-FD2660	Utilities	Anchor Solar Investments,	SOLAR - FIRE DEPT	386.71	111203
100-13-13-437000	Contract Maint. - Vehicles	Emergency Apparatus Maint.	COOLANT LEAK	968.46	2441
100-13-13-437000	Contract Maint. - Vehicles	ROSENBAUER MINNESOTA, LLC	SURGE TANK	1,035.93	111168
100-13-13-437000	Contract Maint. - Vehicles	ROSENBAUER MINNESOTA, LLC	AIR DISC ROTOR/PAD KIT	5,769.80	111168
100-13-13-437000	Contract Maint. - Vehicles	TWIN CITIES TRANSPORT & RE	MEDIC TOW	200.00	111293
Total Department 13-13 FIRE DEPARTMENT ADMINISTRATION				8,360.90	
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
100-20-20-420000	Office Supplies	CES Imaging	PAPER - 2 ROLLS	16.95	111196
100-20-20-420000	Office Supplies	Definitive Technology Solu	WASTE TONER	81.00	111307
100-20-20-420000	Office Supplies	Premium Waters Inc	MONTHLY FEE	7.47	2444
Total Department 20-20 PUBLIC WORKS ADMINISTRATION				105.42	
Department: 20-21 STREET DEPARTMENT					
100-20-21-422000	Clothing	Cintas Corporation	SHOP UNIFORM	44.11	111244
100-20-21-422000	Clothing	Cintas Corporation	UNIFORM RENTAL	44.11	111244
100-20-21-422000	Clothing	Cintas Corporation	UNIFORM	45.14	111301
100-20-21-423000	Vehicle Supplies & Mainten	Allstate Peterbilt of Sout	FILTERS	234.52	111255
100-20-21-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	FILTER	9.98	2472
100-20-21-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	BRAKE PADS	90.44	2472
100-20-21-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	WIPER BLADES	983.00	2472
100-20-21-423000	Vehicle Supplies & Mainten	FLEETPRIDE	PARTS FOR UNIT 631	54.18	2470
100-20-21-423000	Vehicle Supplies & Mainten	FLEETPRIDE	ANTI-SEIZE	50.07	2470
100-20-21-423000	Vehicle Supplies & Mainten	FLEETPRIDE	PIPE	156.07	2470
100-20-21-423000	Vehicle Supplies & Mainten	GRAINGER	TOGGLE SWITCH	44.24	111233
100-20-21-423000	Vehicle Supplies & Mainten	GRAINGER	ADHESIVE REMOVER	41.88	111286
100-20-21-423000	Vehicle Supplies & Mainten	Jeff Belzers Roseville Chr	BRAKE PARTS STOCK	2,383.50	111311
100-20-21-423000	Vehicle Supplies & Mainten	Jeff Belzers Roseville Chr	BRAKE PARTS STOCK	1,984.50	111311
100-20-21-423000	Vehicle Supplies & Mainten	MacQueen Equipment	HUB	1,632.16	2475
100-20-21-423000	Vehicle Supplies & Mainten	MacQueen Equipment	COUPLER	157.31	2475
100-20-21-423000	Vehicle Supplies & Mainten	MCMaster-CARR	CROSSWIND WATER	447.81	111234
100-20-21-423000	Vehicle Supplies & Mainten	MIDWAY FORD CO.	BOOSTER	264.00	111290
100-20-21-423000	Vehicle Supplies & Mainten	Suburban Tire wholesale, I	TIRES	790.45	111245
100-20-21-424000	Operating Supplies	Bituminous Roadways Inc	RECLAIM AND ASPHALT ACORN PATHWAY	60,209.25	2469
100-20-21-424000	Operating Supplies	Minneapolis Saw Company, I	BATTERIES+CHAINS	819.49	111180
100-20-21-424000	Operating Supplies	Precise MRM, LLC	10 MB FLAT DATA PLAN US WITH NAF	736.00	2459
100-20-21-424000	Operating Supplies	SiteOne Landscape Supply,	SEED	120.39	111260
100-20-21-424000	Operating Supplies	SiteOne Landscape Supply,	HERBICIDE	104.91	111260
100-20-21-424000	Operating Supplies	SiteOne Landscape Supply,	SEED/BLANKET	145.52	111260
100-20-21-437000	Contract Maint. - Vehicles	Jeff Belzers Roseville Chr	REPAIR UNIT 2201	1,726.51	111311
100-20-21-437000	Contract Maint. - Vehicles	Jeff Belzers Roseville Chr	REPAIR UNIT 2204	644.75	111311
100-20-21-439000	CONTRACT MAINTENANCE	PRECISION LANDSCAPE & TREE	TREE REMOVAL 1164 SUMMER ST.	905.00	111182
Total Department 20-21 STREET DEPARTMENT				74,869.29	
Department: 20-22 STREET LIGHTING					
100-20-22-436000	Utilities	Xcel Energy	51-5185475-8	2,482.69	2447
Total Department 20-22 STREET LIGHTING				2,482.69	
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	10,350.57	111219
100-20-30-421000	Motor Fuel	MN Dept of Revenue-Non Ban	SEPTEMBER 2024 FUEL TAX	139.94	2510
100-20-30-423000	Vehicle Supplies & Mainten	Cintas Corporation	UNIFORM	44.11	111191
100-20-30-423000	Vehicle Supplies & Mainten	EMERGENCY AUTOMOTIVE TECH	ECCO RECHARGEABLE PORTABLE WORKLIGHT	180.30	2419

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 20-30 VEHICLE MAINTENANCE					
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	WATER PUMP	209.50	2420
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	GASKET	9.98	2420
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	DEL 31	158.48	2420
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	CERAMIC PAD & HWDE	214.27	2420
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	ROD END	165.42	2420
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	SHOCKS	95.26	2420
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	BRAKE ROTOR	188.77	2420
100-20-30-423000	Vehicle Supplies & Mainten	GRAINGER	BACK UP ALARM	94.57	111170
100-20-30-423000	Vehicle Supplies & Mainten	Rigid Hitch Incorporated	PINTLE HOOK, BOLT KIT	283.85	2428
100-20-30-423000	Vehicle Supplies & Mainten	Suburban Tire Wholesale, I	WRGLR VEHICLE #217, COOP DISC ROAD RA	1,408.00	111193
100-20-30-423000	Vehicle Supplies & Mainten	BOYER TRUCKS - LAUDERDALE	ISOLATOR BAND FUEL	297.84	111212
100-20-30-423000	Vehicle Supplies & Mainten	Tri State Bobcat, Inc	BROOM KIT	1,574.48	111184
100-20-30-423000	Vehicle Supplies & Mainten	Tri State Bobcat, Inc	CUTTING EDGE	112.90	111184
100-20-30-437000	Contract Maint. - Vehicles	Goodyear Tire & Rubber Com	BORE STRAIGHT VALVE	11,933.97	111198
100-20-30-437000	Contract Maint. - Vehicles	Goodyear Tire & Rubber Com	REAR AXLE METAL VALVE	2,886.30	111198
100-20-30-437000	Contract Maint. - Vehicles	Goodyear Tire & Rubber Com	FLOW THROUGH GATOR CAP	4,171.88	111198
Total Department 20-30 VEHICLE MAINTENANCE				34,520.39	
Department: 23-00 BUILDING MAINTENANCE					
100-23-00-424000	Op Supplies-City Hall	Fikes, Inc.	HAND SOAP TRASH BAGS GLASS CLEANER	501.79	2493
100-23-00-424000	Op Supplies-City Hall	Fikes, Inc.	ROLL TOWEL/TOILET TISSUE PAPER	184.84	2433
100-23-00-424000	Op Supplies-City Hall	Fikes, Inc.	ROLL TOWEL/TOILET TISSUE	218.12	2457
100-23-00-424000	Op Supplies-City Hall	GRAINGER	AXIAL FAN ICE MACHINE PW	26.05	111170
100-23-00-424000	Op Supplies-City Hall	Mn Dept of Labor & Industr	PRESSURE VESSEL (3)	30.00	111296
100-23-00-430000	Professional Services	MCGOUGH FACILITY MANAGEMEN	MANAGEMENT FEE	3,848.00	2454
100-23-00-430000	Professional Services	McGough Property Managemen	9-2024 EXPENSES	3,422.43	2429
100-23-00-436001	Utilities-City Hall	DG Minnesota CS 2021, LLC	SOLAR PRODUCTION - SEPT 2024	4,303.79	2437
100-23-00-436001	Utilities-City Hall	Xcel Energy	51-5185469-0	2,512.27	2481
100-23-00-436001-PW2660	Utilities-City Hall	Anchor Solar Investments,	SOLAR - CITY HALL	386.71	111202
100-23-00-436003	Utilities-City Garage	Xcel Energy	51-5185469-0	364.73	2481
100-23-00-436003-PW2660	Utilities-City Garage	Anchor Solar Investments,	SOLAR - MAINT PW	1,354.40	111204
100-23-00-439001	CONTRACT MAINTENANCE - CIT	ELECTRO WATCHMAN	RENEW ANNUAL S2 SUSP SUPPORT AGREEMEN	5,091.70	2471
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Huebsch, Inc.	MAT'S / RUGS	122.22	111259
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Huebsch, Inc.	MAT'S / RUGS PD DEPT	311.02	111259
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Huebsch, Inc.	MAT'S / RUGS	122.22	111259
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Huebsch, Inc.	MAT'S / RUGS PD	311.02	111259
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Jeff's S.O.S. Drain & Sewe	CITY HALL SEWER MAIN CLEANING	750.00	2489
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Jeff's S.O.S. Drain & Sewe	CITY HALL SEWER MAIN CLEANING	750.00	2489
100-23-00-439001	CONTRACT MAINTENANCE - CIT	SANDSTROM LAND MANAGEMENT,	MOWING CITY HALL / LEXINGTON SHOPS	1,943.50	2436
100-23-00-439001	CONTRACT MAINTENANCE - CIT	SANDSTROM LAND MANAGEMENT,	CITY HALL AND LIC. CENTER MOWING	1,943.50	2496
100-23-00-439003	Contract Maint.- City Gara	API Garage Door	GARAGE DOOR #2 PARK AND REC SHOP	587.50	111215
100-23-00-439003	Contract Maint.- City Gara	ELECTRO WATCHMAN	PUBLIC WORKS NORTH GARAGE EAST SIDE S	850.67	2471
100-23-00-439003	Contract Maint.- City Gara	Huebsch, Inc.	MAT'S / RUGS	128.07	111259
100-23-00-439003	Contract Maint.- City Gara	Huebsch, Inc.	MAT'S / RUGS PW	115.23	111259
100-23-00-439003	Contract Maint.- City Gara	Huebsch, Inc.	MAT'S / RUGS PW	76.71	111259
100-23-00-439003	Contract Maint.- City Gara	Zahl Petroleum Maintenance	REPAIR FUEL CANOPY	14,995.00	111291
100-23-00-439010	Contract Maniit. - HVAC	Yale Mechanical	9/5 SETUP COMPASS TO RUN AS A SERVICE	952.00	2432
100-23-00-439010	Contract Maniit. - HVAC	Yale Mechanical	BOILER WATER PIPE LEAK IN THE PD	1,053.44	2456
Total Department 23-00 BUILDING MAINTENANCE				47,256.93	
Total Fund 100 General Fund				1,714,439.68	

Fund: 101 General Fund Donations

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 101 General Fund Donations					
Department: 13-00 FIRE DEPARTMENT					
101-13-00-448000-FD0037	Fire Therapy Dog	AceK9	1 YEAR MEMBERSHIP	168.00	111216
Total Department 13-00 FIRE DEPARTMENT				168.00	
Total Fund 101 General Fund Donations				168.00	
Fund: 103 Contracted Engineering Svcs					
Department: 00-00 GENERAL					
103-00-00-202100	ESCHEATMENT	MN Department of Commerce	2024 UNCLAIMED PROPERTY SUBMISSION	12,000.00	111232
103-00-00-230000	Deposits	ALL POOLSIDE SERVICES INC.	ESCROW REFUND	1,000.00	111271
103-00-00-230000	Deposits	CREATIVE HOMES	ESCROW REFUND	5,500.00	111280
103-00-00-230000	Deposits	Integrity Land Development	ESCROW REFUND	8,000.00	111310
103-00-00-230000	Deposits	Integrity Land Development	ESCROW REFUND	16,762.00	111210
103-00-00-230000	Deposits	RENIER CONSTRUCTION CORPOR	ESCROW REFUND	23,500.00	111274
103-00-00-230000	Deposits	SAND COMPANIES	ESCROW REFUND	56,365.00	111277
103-00-00-230000	Deposits	STEVEN CYRA	ESCROW REFUND	1,000.00	111276
Total Department 00-00 GENERAL				124,127.00	
Department: 20-00 PUBLIC WORKS GENERAL					
103-20-00-448600	Credit Card Fees	US Bank-Non Bank	SEPT CD CONVERGE FEES	60.26	2515
Total Department 20-00 PUBLIC WORKS GENERAL				60.26	
Total Fund 103 Contracted Engineering Svcs				124,187.26	
Fund: 110 Telecommunications					
Department: 09-00 COMMUNICATIONS					
110-09-00-430000	Professional Services	North Suburban Access Corp	OCTOBER MONTHLY MUNICIPAL MEETING SER	2,193.57	2490
Total Department 09-00 COMMUNICATIONS				2,193.57	
Total Fund 110 Telecommunications				2,193.57	
Fund: 200 Recreation Fund					
Department: 00-00 GENERAL					
200-00-00-202100	ESCHEATMENT	MN Department of Commerce	2024 UNCLAIMED PROPERTY SUBMISSION	1,435.12	111232
200-00-00-209000	Sales Tax Payable	MN Dept of Revenue-Non Ban	SEPT SALES AND USE TAX	3,654.89	2510
Total Department 00-00 GENERAL				5,090.01	
Department: 40-40 RECREATION ADMINISTRATION					
200-40-40-432000	Transportation	BROWN, NICOLE	MILEAGE REIMBURSEMENT	189.96	2439
200-40-40-433000	Advertising	MRPA	AD FOR RECREATION SUPERVISOR OPEN POS	175.00	111172
Total Department 40-40 RECREATION ADMINISTRATION				364.96	
Department: 40-41 RECREATION FEE PROGRAMS					
200-40-41-414000-PR0253	Employer Pension	PERA-Non Bank	Remittance Check	(37.94)	2511
200-40-41-424000-PR0212	Operating Supplies	Taho Sportswear, Inc.	ADULT SUMMER SOFTBALL SHIRT ORDER	1,719.00	2478
200-40-41-424000-PR0227	Operating Supplies	Taho Sportswear, Inc.	ADULT SAND VOLLEYBALL SHIRT ORDER	758.00	2478
200-40-41-424000-PR0253	Operating Supplies	The Cleaning Authority, In	OCTOBER PARK BUIDING CLEANING	3,855.60	111253
200-40-41-430000-PR0220	Professional Services	Metro Volleyball Officials	ADULT VOLLEYBALL REFEREE PAYMENT	4,998.00	2476
200-40-41-430000-PR0234	Professional Services	Revolutionary Sports, LLC	OCTOBER CLASSES	4,502.40	111257
200-40-41-430000-PR0239	Professional Services	Angel Benes	TAP FOR ADULTS PAY	450.00	2426
200-40-41-430000-PR0245	Professional Services	Sandra Sherbarth-Lynch	ADULT PICKLEBALL LESSON PAYMENT - SEP	1,368.00	111211
200-40-41-430000-PR0252	Professional Services	KIDCREATE STUDIO WOODBURY	FALL 2024 - LEDS, CIRCUITS & CONDUCTI	1,030.00	111224
200-40-41-430000-PR0270	Professional Services	Elizabeth Fletcher	MONDAY YOGA PAYMENT	680.00	2466
200-40-41-430000-PR0270	Professional Services	Lois Cunningham	THURSDAY CHAIR YOGA PAYMENT	268.80	2465
200-40-41-436000-PR0253	Utilities	Xcel Energy	51-0010626247-6	1,408.95	2484

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 200 Recreation Fund					
Department: 40-41 RECREATION FEE PROGRAMS					
Total Department 40-41 RECREATION FEE PROGRAMS				21,000.81	
Department: 40-42 RECREATION NON FEE PROGRAMS					
200-40-42-438000	Rental	On Site Companies-OSSTC	PORTABLE PAYMENTS	1,543.42	111236
Total Department 40-42 RECREATION NON FEE PROGRAMS				1,543.42	
Department: 40-50 NATURE CENTER					
200-40-50-430000-PR0119	Professional Services	Nancy Robbins	SALES OF JAMS AT WILD RICE FESTIVAL	60.00	111177
200-40-50-436000-PR0119	Utilities	Xcel Energy	51-5185470-3	477.85	2480
Total Department 40-50 NATURE CENTER				537.85	
Department: 40-53 SKATING CENTER					
200-40-53-424000	Operating Supplies	R & R Specialties of Wisco	PAINT FOR OVAL ICE	2,975.00	111237
200-40-53-425000	Merchandise For Sale	Shamrock Group, Inc.	RENTAL	34.68	111195
200-40-53-425000-PR5512	Merchandise for Sale	Shamrock Group, Inc.	MERCHANDISE FOR SALE	321.50	111302
200-40-53-430000	Professional Services	Myron Daniel Russel Jr.	BOARD CLEANING	700.00	111258
200-40-53-436000	Utilities	DG Minnesota CS 2021, LLC	SOLAR PRODUCTION - SEPT 2024	1,243.90	2437
200-40-53-436000	Utilities	Xcel Energy	51-5185473-6	51,999.95	2482
Total Department 40-53 SKATING CENTER				57,275.03	
Total Fund 200 Recreation Fund				85,812.08	
Fund: 201 Recreation Donations					
Department: 40-43 RECREATION MAINTENANCE					
201-40-43-430000-PR0321	Midland Legacy Park	Flagship Recreation	AGGREGATE MATERIAL, COMPACTION/REINST	2,222.46	111249
201-40-43-430000-PR0321	Midland Legacy Park	Flagship Recreation	ENG WOOD FIBER PLAYGROUND SURFACING,	30,822.75	111249
201-40-43-430000-PR0321	Midland Legacy Park	Flagship Recreation	MOBILIZATION, DISPOSAL, INSTALLATION,	23,605.43	111249
201-40-43-430000-PR0321	Midland Legacy Park	Landscape Structures Inc.	MIDLAND PARK EQUIPMENT	103,350.24	111248
Total Department 40-43 RECREATION MAINTENANCE				160,000.88	
Total Fund 201 Recreation Donations				160,000.88	
Fund: 202 Park Dedication Fund					
Department: 40-68 LAND PURCHASES					
202-40-68-430000-PR2230	Professional Services	Sunram Construction, Inc	CONTRACT PAYMENT FOR CTY ROAD B PARK	123,467.97	111250
Total Department 40-68 LAND PURCHASES				123,467.97	
Total Fund 202 Park Dedication Fund				123,467.97	
Fund: 204 PARK MAINTENANCE					
Department: 40-43 RECREATION MAINTENANCE					
204-40-43-422000	Clothing	Cintas Corporation	CLASSIC COVERALL / NAVY	2.73	111191
204-40-43-422000	Clothing	Cintas Corporation	CLASSIC COVERALL / NAVY	2.73	111191
204-40-43-424000	Operating Supplies	Fikes, Inc.	5 CASES BLACK ROLL	294.40	2457
204-40-43-424000	Operating Supplies	Fikes, Inc.	TOILET TISSUE, HAND CLEANSER	363.94	2433
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	4TH RD APPLICATION LANGTON LAKE PK	438.00	111223
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	4TH RD APPLICATION - LEGION BASEBALL	497.00	111223
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	4TH RD APPLICATION - DALE STREET ATH	535.00	111223
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	4TH RD APPLICATION - ACORN BB	295.00	111223
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	4TH RD APPLICATION - LEXINGTON PARK	176.00	111223
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	4TH RD APPLICATION - VETERANS PARK	265.00	111223
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	4TH RD APPLICATION - ROSEBROOK PARK	563.00	111223
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	4TH RD APPLICATION - EVERGREEN PARK	532.00	111223
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	4TH RD APPLICATION - CENTRAL PARK VIC	1,315.00	111223
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	4TH RD APPLICATION - B-DALE FIELD VIL	278.00	111223

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					
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	4TH RD APPLICATION - CONCORD	472.00	111223
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	4TH RD APPLICATION - AUTUMN GROVE	718.00	111223
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	4TH RD APPLICATION - ARBORETUM	702.00	111223
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	4TH RD APPLICATION - CENTRAL PARK LEX	510.00	111223
204-40-43-430000	Professional Services	Yale Mechanical	REMOVED/REPLACED CAPACITOR AT PARK ON	432.75	2432
204-40-43-430000-PR0400	Professional Services	PRECISION LANDSCAPE & TREE	TREE REMOVAL WORK / STUMP GRINDING CI	642.00	111182
204-40-43-431000	Telephone	Verizon	DATA SEPT 27-OCT 26	360.10	111261
204-40-43-431000-PR0627	Telephone	Verizon	DATA SEPT 27-OCT 26	35.01	111261
204-40-43-436000	Utilities	Xcel Energy	51-5185471-4	5,984.63	2446
204-40-43-441000	Training	David Beckermann	REIMBURSEMENT FOR ISA ARBORIST EXAM	549.30	2461
Total Department 40-43 RECREATION MAINTENANCE				15,963.59	
Total Fund 204 PARK MAINTENANCE				15,963.59	
Fund: 221 Municipal Jazz Band					
Department: 40-45 BIG BAND ACTIVITIES					
221-40-45-430000	Professional Services	FREDERICK MELVIN BALLEW IV	BIG BAND OCTOBER PAY	250.00	2502
Total Department 40-45 BIG BAND ACTIVITIES				250.00	
Total Fund 221 Municipal Jazz Band				250.00	
Fund: 260 Community Development					
Department: 56-17 BUILDING PERMITS & INSPECTIONS					
260-56-17-430007	Electrical Inspections	Stephen Tokle Inspections,	OCTOBER 2024 ELECTRICAL INSPECTOR FEE	11,888.04	2467
260-56-17-431000	Telephone	Verizon	DATA SEPT 27-OCT 26	52.16	111261
260-56-17-442000	Memberships & Subscription	Washington County-Notary	NOTARY REGISTRATION FOR XAO VANG LEE	20.00	111247
260-56-17-448600	Credit Card Fees	US Bank-Non Bank	SEPT CD CONVERGE FEES	3,936.60	2515
260-56-17-448600	Credit Card Fees	US Bank-Non Bank	SEPT CD CONVERGE FEES	701.52	2515
Total Department 56-17 BUILDING PERMITS & INSPECTIONS				16,598.32	
Total Fund 260 Community Development				16,598.32	
Fund: 265 License Center					
Department: 00-00 GENERAL					
265-00-00-202100	ESCHEATMENT	MN Department of Commerce	2024 UNCLAIMED PROPERTY SUBMISSION	1,303.14	111232
265-00-00-209000	Sales Tax Payable	MN Dept of Revenue-Non Ban	SEPT SALES AND USE TAX	2,273.74	2510
Total Department 00-00 GENERAL				3,576.88	
Department: 05-00 DEPUTY REGISTER					
265-05-00-420000	Office Supplies	Innovative Office Solution	SEPT OFFICE SUPPLIES	39.84	2425
265-05-00-424000	Operating Supplies	Fikes, Inc.	HAND SOAP TRASH BAGS GLASS CLEANER	125.44	2493
265-05-00-424000	Operating Supplies	Fikes, Inc.	ROLL TOWEL/TOILET TISSUE PAPER	46.21	2433
265-05-00-424000	Operating Supplies	Fikes, Inc.	ROLL TOWEL/TOILET TISSUE	54.53	2457
265-05-00-430000	Professional Services	Huebsch, Inc.	MAT'S /RUGS	317.73	111259
265-05-00-430000	Professional Services	Huebsch, Inc.	MAT'S/RUGS	317.73	111259
265-05-00-430000	Professional Services	Huebsch, Inc.	MAT'S / RUGS	317.73	111259
265-05-00-430000	Professional Services	SANDSTROM LAND MANAGEMENT,	MOWING CITY HALL / LEXINGTON SHOPS	400.00	2436
265-05-00-430000	Professional Services	SANDSTROM LAND MANAGEMENT,	CITY HALL AND LIC. CENTER MOWING	400.00	2496
265-05-00-431000	Telephone	CenturyLink	SERVICE 10/10 - 11/9/24, ACCT 3335314	53.40	111175
265-05-00-431000	Telephone	CenturyLink	ACCT # 333775723	287.89	111174
265-05-00-432000	Transportation	Kari Leverty	MILEAGE REIMBURSEMENT	155.44	2438
265-05-00-432000	Transportation	Mary Dracy	MILEAGE REIMBURSEMENT	218.42	2448
265-05-00-432000	Transportation	Tereza Bazac	MILEAGE REIMBURSEMENT	85.49	2431
265-05-00-436000	Utilities	Xcel Energy	51-5185478-1	582.72	2483

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 265 License Center					
Department: 05-00 DEPUTY REGISTER					
265-05-00-448000	Miscellaneous	Shred-N-Go, Inc.	LICENSE CENTER SHREDDING THRU OCT	289.86	111263
			Total Department 05-00 DEPUTY REGISTER	3,692.43	
			Total Fund 265 License Center	7,269.31	
Fund: 285 Juvenile Accountability Grant					
Department: 10-00 POLICE DEPARTMENT					
285-10-00-424000	Operating Supplies	Heartland Business Systems	FIREWALL FOR PD SUBSTATION AT ROSEDAL	752.87	111199
			Total Department 10-00 POLICE DEPARTMENT	752.87	
			Total Fund 285 Juvenile Accountability Grant	752.87	
Fund: 400 Equipment Revolving					
Department: 00-00 GENERAL					
400-00-00-202100	ESCHEATMENT	MN Department of Commerce	2024 UNCLAIMED PROPERTY SUBMISSION	536.00	111232
			Total Department 00-00 GENERAL	536.00	
Department: 10-00 POLICE DEPARTMENT					
400-10-00-452000	Vehicles / Equipment	SHI International Corp	SQUAD PRINTER REPLACEMENT	513.93	2423
400-10-00-452000	Vehicles / Equipment	SHI International Corp	SPARE SQUAD PRINTER IN CASE ONE BREAK	620.21	2423
400-10-00-452000	Vehicles / Equipment	SHI International Corp	PRINTER CABLE FOR NEW SQUAD PRINTER	18.21	2423
			Total Department 10-00 POLICE DEPARTMENT	1,152.35	
			Total Fund 400 Equipment Revolving	1,688.35	
Fund: 401 Fire Equipment					
Department: 13-00 FIRE DEPARTMENT					
401-13-00-453000	Other Improvements	All State Communications,	PARKING LOT CAMERAS	2,590.00	111251
401-13-00-453000	Other Improvements	DINGES FIRE COMPANY	GLOVES	282.75	111213
401-13-00-453000	Other Improvements	HEADWATERS PAINTING	DOOR PAINTING	4,797.00	111222
401-13-00-453000	Other Improvements	On Site Companies-OSSTC	PORTABLE AC	797.50	111173
			Total Department 13-00 FIRE DEPARTMENT	8,467.25	
			Total Fund 401 Fire Equipment	8,467.25	
Fund: 408 Pathway Maintenance Fund					
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
408-20-20-439000	CONTRACT MAINTENANCE	Q3 Contracting, Inc.	CONCRETE SIDEWALK	655.95	111188
			Total Department 20-20 PUBLIC WORKS ADMINISTRATION	655.95	
			Total Fund 408 Pathway Maintenance Fund	655.95	
Fund: 409 Plant Fund					
Department: 08-00 CENTRAL SERVICES					
409-08-00-438100	Rental-Copier Machines	Definitive Technology Solu	COPIER RENTAL	2,992.22	111308
			Total Department 08-00 CENTRAL SERVICES	2,992.22	
			Total Fund 409 Plant Fund	2,992.22	
Fund: 410 GENERAL FACILITIES REPLACEMENT FUND					
Department: 02-00 ADMINISTRATION					
410-02-00-453000	Other Improvements	LAYER X TECHNOLOGY SYSTEMS	AUDIO EQUIPMENT & INSTALLATION	4,115.96	111226
			Total Department 02-00 ADMINISTRATION	4,115.96	
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
410-20-20-453000	Other Improvements	All State Communications,	CAMERAS	2,485.00	111197

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 410 GENERAL FACILITIES REPLACEMENT FUND					
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
		Total Department 20-20 PUBLIC WORKS ADMINISTRATION		2,485.00	
		Total Fund 410 GENERAL FACILITIES REPLACEMENT FUND		6,600.96	
Fund: 411 Recreation Improvements					
Department: 40-43 RECREATION MAINTENANCE					
411-40-43-430000	Professional Services	Stantec Consulting Service	NAT RSCS MASTER PLAN UPDATE, PERIOD E	7,575.61	2435
411-40-43-430000-PR2350	Professional Services	Tree Trust	TREE REMOVALS, PLANTINGS, TREATMENT	19,400.04	111241
		Total Department 40-43 RECREATION MAINTENANCE		26,975.65	
		Total Fund 411 Recreation Improvements		26,975.65	
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	5,907.90	2440
		Total Department 20-23 STREET CONSTRUCTION		5,907.90	
		Total Fund 590 Special Assmt. Construction		5,907.90	
Fund: 600 Sanitary Sewer					
Department: 00-00 GENERAL					
600-00-00-202000	Accounts Payable	BRUCE J PERRIZO	UB refund for account: 004618-000	21.46	111332
600-00-00-202000	Accounts Payable	CAROL WHALEY	UB refund for account: 009905-000	113.47	111282
600-00-00-202000	Accounts Payable	CHARLES QUICK	UB refund for account: 009191-000	64.45	111231
600-00-00-202000	Accounts Payable	CHIA-TIEN YANG	UB refund for account: 022402-000	89.58	111335
600-00-00-202000	Accounts Payable	CTW GROUP INC	UB refund for account: 026669-000	50.30	111344
600-00-00-202000	Accounts Payable	DAVID & THERESA JELEN	UB refund for account: 015918-000	25.12	111321
600-00-00-202000	Accounts Payable	DONNA GUSTAFSON	UB refund for account: 007333-000	18.75	111324
600-00-00-202000	Accounts Payable	DONNA HEINS	UB refund for account: 004376-000	37.93	111346
600-00-00-202000	Accounts Payable	DOUGLAS & RUTH HILDRETH	UB refund for account: 012860-000	21.20	111323
600-00-00-202000	Accounts Payable	ERIKA BJORKMAN	UB refund for account: 023994-000	209.27	111333
600-00-00-202000	Accounts Payable	HASSAN ABDI	UB refund for account: 024286-000	50.59	111336
600-00-00-202000	Accounts Payable	Howard Anderson	UB refund for account: 004533-000	48.22	111342
600-00-00-202000	Accounts Payable	JESSICA ROGERS	UB refund for account: 024729-000	76.88	111326
600-00-00-202000	Accounts Payable	JOHN EAGLE	UB refund for account: 023550-000	80.50	111340
600-00-00-202000	Accounts Payable	JOYCE BERGREN/ BRAD & BONN	UB refund for account: 000140-000	82.06	111330
600-00-00-202000	Accounts Payable	KAANYI MEBAL & NABISUSUNGU	UB refund for account: 023898-000	161.55	111345
600-00-00-202000	Accounts Payable	LOUIS J SCHWEIZER	UB refund for account: 007016-000	24.64	111325
600-00-00-202000	Accounts Payable	MARY ANN KRINKIE	UB refund for account: 007857-000	10.95	111343
600-00-00-202000	Accounts Payable	MIKE SALLMAN	UB refund for account: 001973-000	27.26	111337
600-00-00-202000	Accounts Payable	NANCY OLSON	UB refund for account: 010900-000	47.35	111329
600-00-00-202000	Accounts Payable	OPEN DOOR LAB INC	UB refund for account: 026574-000	10.78	111347
600-00-00-202000	Accounts Payable	PAIGE REYES	UB refund for account: 014950-000	24.21	111341
600-00-00-202000	Accounts Payable	PATRICIA SULLIVAN	UB refund for account: 000658-000	28.73	111339
600-00-00-202000	Accounts Payable	RENEE CRAIG ETHEN	UB refund for account: 004462-000	34.25	111338
600-00-00-202000	Accounts Payable	RICHARD STUDNEK TRUSTEE	UB refund for account: 001482-000	16.49	111322
600-00-00-202000	Accounts Payable	ROBERT V HANSEN	UB refund for account: 003825-000	19.24	111331
600-00-00-202000	Accounts Payable	TINA MONOSMITH	UB refund for account: 020056-000	81.61	111230
600-00-00-202000	Accounts Payable	TOBY & JOHN OBERG	UB refund for account: 010483-000	26.79	111328
600-00-00-202000	Accounts Payable	XIAOOU LI	UB refund for account: 022970-000	37.77	111281
600-00-00-202100	ESCHEATMENT	MN Department of Commerce	2024 UNCLAIMED PROPERTY SUBMISSION	163.39	111232
600-00-00-208000	Sewer SAC Charges	Metropolitan Council	OCTOBER 2024 SAC PAYMENT	2,460.15	2443
		Total Department 00-00 GENERAL		4,164.94	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 600 Sanitary Sewer					
Department: 50-00 SANITARY SEWER					
600-50-00-420000	Office Supplies	Innovative Office Solution	SEPT OFFICE SUPPLIES	24.58	2425
600-50-00-424000	Operating Supplies	Flexible Pipe Tools & Equi	TIGER TAILS AND LEADER HOSE FOR JETTI	2,873.75	2473
600-50-00-424200-PW2418	PRIVATE SANITARY SWEWER RE	MILDENBERGER, ALISHA	I&I GRANT 50%	5,000.00	111269
600-50-00-430000	Professional Services	InfoSend, Inc.	SEPT 2024 BILLING	126.44	2464
600-50-00-430050	Sewer Department Claims	MILESTONE PROPERTY	REINBURSMENT FOR PLUMBER SEWER BACK -	528.00	111228
600-50-00-431100	Postage	InfoSend, Inc.	SEPT 2024 BILLING	473.49	2464
600-50-00-436000	Utilities	Xcel Energy	51-0011038709-9	1,067.12	2485
600-50-00-437000	Contract Maint. - Vehicles	Cummins Sales and Service	REPAIR GENERATOR UNIT 214	1,319.16	111246
600-50-00-448600	Credit Card Fees	CHASE PAYMENTECH - NON-BAN	SEPT PAYMENTECH AND AMEX FEES	4,755.18	2519
600-50-00-448600	Credit Card Fees	CHASE PAYMENTECH - NON-BAN	SEPT PAYMENTECH AND AMEX FEES	873.86	2519
600-50-00-448600	Credit Card Fees	INVOICE CLOUD	OCTOBER INVOICE AND CC PROCESSING FEE	4,389.65	2468
600-50-00-453000-PW2302	Other Improvements	Bolton & Menk, Inc.	DALE/OWASSO LFT STATION	5,392.50	111297
600-50-00-490000-PW2111	Contractor Payments	Bolton & Menk, Inc.	LONG LAKE LIFT STATION	12,035.00	111297
Total Department 50-00 SANITARY SEWER				38,858.73	
Total Fund 600 Sanitary Sewer				43,023.67	
Fund: 610 Water Fund					
Department: 00-00 GENERAL					
610-00-00-202000	Accounts Payable	BRUCE J PERRIZO	UB refund for account: 004618-000	30.11	111332
610-00-00-202000	Accounts Payable	CAROL WHALEY	UB refund for account: 009905-000	104.41	111282
610-00-00-202000	Accounts Payable	CHARLES QUICK	UB refund for account: 009191-000	53.15	111231
610-00-00-202000	Accounts Payable	CHIA-TIEN YANG	UB refund for account: 022402-000	71.67	111335
610-00-00-202000	Accounts Payable	CTW GROUP INC	UB refund for account: 026669-000	51.21	111344
610-00-00-202000	Accounts Payable	DAVID & THERESA JELEN	UB refund for account: 015918-000	10.72	111321
610-00-00-202000	Accounts Payable	DONNA GUSTAFSON	UB refund for account: 007333-000	5.61	111324
610-00-00-202000	Accounts Payable	DONNA HEINS	UB refund for account: 004376-000	33.29	111346
610-00-00-202000	Accounts Payable	DOUGLAS & RUTH HILDRETH	UB refund for account: 012860-000	18.13	111323
610-00-00-202000	Accounts Payable	ERIKA BJORKMAN	UB refund for account: 023994-000	176.82	111333
610-00-00-202000	Accounts Payable	HASSAN ABDI	UB refund for account: 024286-000	39.40	111336
610-00-00-202000	Accounts Payable	Howard Anderson	UB refund for account: 004533-000	40.75	111342
610-00-00-202000	Accounts Payable	JESSICA ROGERS	UB refund for account: 024729-000	61.08	111326
610-00-00-202000	Accounts Payable	JOHN EAGLE	UB refund for account: 023550-000	41.94	111340
610-00-00-202000	Accounts Payable	JOYCE BERGREN/ BRAD & BONN	UB refund for account: 000140-000	60.81	111330
610-00-00-202000	Accounts Payable	KAANYI MEBAL & NABISUSUNGU	UB refund for account: 023898-000	73.81	111345
610-00-00-202000	Accounts Payable	LOUIS J SCHWEIZER	UB refund for account: 007016-000	6.77	111325
610-00-00-202000	Accounts Payable	MARY ANN KRINKIE	UB refund for account: 007857-000	10.21	111343
610-00-00-202000	Accounts Payable	MIKE SALLMAN	UB refund for account: 001973-000	25.36	111337
610-00-00-202000	Accounts Payable	NANCY OLSON	UB refund for account: 010900-000	75.25	111329
610-00-00-202000	Accounts Payable	NICHOLAS VANG	UB refund for account: 022953-000	329.51	111334
610-00-00-202000	Accounts Payable	OPEN DOOR LAB INC	UB refund for account: 026574-000	9.27	111347
610-00-00-202000	Accounts Payable	PAIGE REYES	UB refund for account: 014950-000	11.99	111341
610-00-00-202000	Accounts Payable	PATRICIA SULLIVAN	UB refund for account: 000658-000	26.48	111339
610-00-00-202000	Accounts Payable	PIT TO PEACH PROPERTIES LL	UB refund for account: 024773-000	239.60	111327
610-00-00-202000	Accounts Payable	RENEE CRAIG ETHEN	UB refund for account: 004462-000	47.95	111338
610-00-00-202000	Accounts Payable	RICHARD STUDNEK TRUSTEE	UB refund for account: 001482-000	14.07	111322
610-00-00-202000	Accounts Payable	ROBERT V HANSEN	UB refund for account: 003825-000	27.32	111331
610-00-00-202000	Accounts Payable	SUSAN MONDALE DAY	UB refund for account: 004944-000	83.63	111229
610-00-00-202000	Accounts Payable	TINA MONOSMITH	UB refund for account: 020056-000	61.08	111230
610-00-00-202000	Accounts Payable	TOBY & JOHN OBERG	UB refund for account: 010483-000	16.12	111328
610-00-00-202000	Accounts Payable	XIAOOU LI	UB refund for account: 022970-000	33.90	111281
610-00-00-202100	ESCHEATMENT	MN Department of Commerce	2024 UNCLAIMED PROPERTY SUBMISSION	1,940.81	111232

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 610 Water Fund					
Department: 00-00 GENERAL					
610-00-00-208100	State Surcharge-Water	ALLIANCE BUILDING CORP	HYDRANT METER REFUND	(33.12)	111319
610-00-00-209000	Sales Tax Payable	ALLIANCE BUILDING CORP	HYDRANT METER REFUND	(2.77)	111319
610-00-00-209000	Sales Tax Payable	MN Dept of Revenue-Non Ban	SEPT SALES AND USE TAX	7,864.86	2510
610-00-00-230200	Hydrant Meter Deposits	ALLIANCE BUILDING CORP	HYDRANT METER REFUND	2,000.00	111319
610-00-00-230200	Hydrant Meter Deposits	EVERY MEAL	REFUND FOR HYDRANT METER DEPOSIT	800.00	111270
Total Department 00-00 GENERAL				14,461.20	
Department: 51-00 WATER FUND					
610-51-00-370000	Water-Roseville	MN Dept of Revenue-Non Ban	SEPT SALES AND USE TAX	691.41	2510
610-51-00-382900	Miscellaneous Revenue	ALLIANCE BUILDING CORP	HYDRANT METER REFUND	(700.00)	111319
610-51-00-382900	Miscellaneous Revenue	EVERY MEAL	REFUND FOR HYDRANT METER DEPOSIT	100.00	111270
610-51-00-420000	Office Supplies	Innovative Office Solution	SEPT OFFICE SUPPLIES	24.59	2425
610-51-00-424000	Operating Supplies	Core & Main LP	REPAIR CLAMPS STOCK	3,834.65	111256
610-51-00-424000	Operating Supplies	FERGUSON WATERWORKS #2518	1 1/2 MACH 10 METERS	3,605.64	2455
610-51-00-424000	Operating Supplies	FERGUSON WATERWORKS #2518	GATE VALVE TUBE PARTS FOR STOCK	5,141.66	2430
610-51-00-424000	Operating Supplies	FERGUSON WATERWORKS #2518	GATE VALVE TUBE SECTIONS STOCK	854.50	2455
610-51-00-424000	Operating Supplies	FERGUSON WATERWORKS #2518	3"MACH 10 17" METER	3,372.65	2492
610-51-00-424000	Operating Supplies	FERGUSON WATERWORKS #2518	3"MACH 10 17"	3,301.77	2492
610-51-00-424000	Operating Supplies	Holcim-MWR, Inc.	ROAD BASE AGGREGATE	3,536.71	111214
610-51-00-424000	Operating Supplies	Holcim-MWR, Inc.	SELECT GRANULAR 1"	4,578.13	111266
610-51-00-424000	Operating Supplies	Holcim-MWR, Inc.	CS ROAD BASE CL5,1"	4,817.99	111266
610-51-00-424000	Operating Supplies	MARTIN MARIETTA MATERIALS,	ASPHALT MATERIAL WATER VALVES	721.02	111235
610-51-00-424000	Operating Supplies	MARTIN MARIETTA MATERIALS,	ASPHALT PATCH MATERIAL	486.07	111235
610-51-00-424000	Operating Supplies	MARTIN MARIETTA MATERIALS,	ASPHALT PATCHING MATERIAL	914.03	111171
610-51-00-430000	Professional Services	InfoSend, Inc.	SEPT 2024 BILLING	126.43	2464
610-51-00-430000	Professional Services	Water Conservation Service	(2) LEAK LOCATE ROSELAWN AND DALE/ 28	876.51	111190
610-51-00-431000	Telephone	T Mobile	ACCOUNT #967323231, MOBILE # 651-417-	49.99	111306
610-51-00-431100	Postage	InfoSend, Inc.	SEPT 2024 BILLING	473.49	2464
610-51-00-439000	CONTRACT MAINTENANCE	Q3 Contracting, Inc.	DALE ST AND ROSELAWN AVE N. WATER BRE	432.80	111300
610-51-00-439000	CONTRACT MAINTENANCE	Valley Rich Co., Inc.	16" VALVE INSTALL BELMONT LN WEST OF	7,931.75	111242
610-51-00-439000	CONTRACT MAINTENANCE	Valley Rich Co., Inc.	VALVE REMOVAL CO RD B AND DALE ST INT	11,919.50	111242
610-51-00-441000	Training	MN Dept of Health	WATERWORKS OPERATOR EXAMINATION FEE	23.00	111187
610-51-00-444000	St.Paul Water	St. Paul Regional Water Se	MONTHLY WATER BILL - OCTOBER	623,029.64	111298
Total Department 51-00 WATER FUND				680,143.93	
Total Fund 610 Water Fund				694,605.13	
Fund: 620 Golf Course					
Department: 00-00 GENERAL					
620-00-00-202100	ESCHEATMENT	MN Department of Commerce	2024 UNCLAIMED PROPERTY SUBMISSION	192.00	111232
620-00-00-209000	Sales Tax Payable	MN Dept of Revenue-Non Ban	SEPT SALES AND USE TAX	5,136.01	2510
620-00-00-209001	Use Tax Payable	MN Dept of Revenue-Non Ban	SEPT SALES AND USE TAX	138.09	2510
Total Department 00-00 GENERAL				5,466.10	
Department: 52-51 CEDARHOLM GOLF COURSE					
620-52-51-382100	Building Rental	DAWN NORRIS	CEDARHOLM DAMAGE DEPOSIT REFUND	200.00	111273
620-52-51-382100	Building Rental	MARY SCHMIDT	CEDARHOLM DAMAGE DEPOSIT REFUND	200.00	111272
620-52-51-410008	Workers Comp Indemnity	SFM-Non Bank	CLAIMS AND INDEMNITY	163.65	2509
620-52-51-414000	Employer Pension	PERA-Non Bank	Remittance Check	(13.65)	2511
620-52-51-423000	Vehicle Supplies & Mainten	MTI Distributing, Inc.	BELT, SPACER, BEARING	344.55	2477
620-52-51-424000	Operating Supplies	Hornungs Pro Golf Sales, I	CART KEY TAGS	55.95	2421
620-52-51-424000	Operating Supplies	Shamrock Group, Inc.	CLEANING SUPPLIES	276.03	111302
620-52-51-425000	Merchandise for Sale	Capitol Beverage Sales, LP	ALCOHOLIC BEVERAGES FOR RESALE	369.75	2418

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 620 Golf Course					
Department: 52-51 CEDARHOLM GOLF COURSE					
620-52-51-425000	Merchandise for Sale	SMALL LOT COOP LLC	ALCOHOLIC BEVERAGES FOR RESALE	171.00	111314
620-52-51-425000	Merchandise for Sale	SMALL LOT COOP LLC	ALCOHOLIC BEVERAGES FOR RESALE	161.39	111220
620-52-51-425000	Merchandise for Sale	SMALL LOT COOP LLC	ALCOHOL BEVERAGES FOR RESALE	121.78	111220
620-52-51-425000	Merchandise for Sale	SMALL LOT COOP LLC	ALCOHOL BEVERAGES FOR RESALE	185.06	111267
620-52-51-430000	Professional Services	Shamrock Group, Inc.	PROFESSIONAL CLEANING OF BEER LINES	435.39	111302
620-52-51-438000	Rental	Anderson Irrigation, Inc.	FALL BLOWOUT 2024 - AIR COMPRESSOR RE	375.00	111304
620-52-51-439000	CONTRACT MAINTENANCE	CENTRAL MCGOWAN, INC.	CO2 TANK	83.26	111317
620-52-51-439000	CONTRACT MAINTENANCE	CENTRAL MCGOWAN, INC.	CO2 TANKS	51.00	111317
620-52-51-439000	CONTRACT MAINTENANCE	CENTRAL MCGOWAN, INC.	CO2 TANK	67.08	111317
620-52-51-439000	CONTRACT MAINTENANCE	CENTRAL MCGOWAN, INC.	CO2 TANK	51.00	111317
620-52-51-439000	CONTRACT MAINTENANCE	CENTRAL MCGOWAN, INC.	CO2 TANK	51.00	111317
620-52-51-439000	CONTRACT MAINTENANCE	Comcast	BUSINESS SERVICE AT CEDARHOLM	170.73	111295
620-52-51-439000	CONTRACT MAINTENANCE	On Site Companies-OSSTC	STANDARD CONSTRUCTION RESTROOM	142.00	111236
Total Department 52-51 CEDARHOLM GOLF COURSE				3,661.97	
Total Fund 620 Golf Course				9,128.07	
Fund: 640 Storm Drainage					
Department: 00-00 GENERAL					
640-00-00-202000	Accounts Payable	BRUCE J PERRIZO	UB refund for account: 004618-000	0.61	111332
640-00-00-202000	Accounts Payable	CAROL WHALEY	UB refund for account: 009905-000	62.38	111282
640-00-00-202000	Accounts Payable	CHARLES QUICK	UB refund for account: 009191-000	31.76	111231
640-00-00-202000	Accounts Payable	CHIA-TIEN YANG	UB refund for account: 022402-000	42.83	111335
640-00-00-202000	Accounts Payable	CTW GROUP INC	UB refund for account: 026669-000	30.61	111344
640-00-00-202000	Accounts Payable	DAVID & THERESA JELEN	UB refund for account: 015918-000	6.41	111321
640-00-00-202000	Accounts Payable	DONNA GUSTAFSON	UB refund for account: 007333-000	22.24	111324
640-00-00-202000	Accounts Payable	DONNA HEINS	UB refund for account: 004376-000	19.87	111346
640-00-00-202000	Accounts Payable	DOUGLAS & RUTH HILDRETH	UB refund for account: 012860-000	10.83	111323
640-00-00-202000	Accounts Payable	ERIKA BJORKMAN	UB refund for account: 023994-000	105.67	111333
640-00-00-202000	Accounts Payable	HASSAN ABDI	UB refund for account: 024286-000	19.04	111336
640-00-00-202000	Accounts Payable	Howard Anderson	UB refund for account: 004533-000	24.35	111342
640-00-00-202000	Accounts Payable	JESSICA ROGERS	UB refund for account: 024729-000	36.49	111326
640-00-00-202000	Accounts Payable	JOHN EAGLE	UB refund for account: 023550-000	25.07	111340
640-00-00-202000	Accounts Payable	JOYCE BERGREN/ BRAD & BONN	UB refund for account: 000140-000	36.31	111330
640-00-00-202000	Accounts Payable	KAANYI MEBAL & NABISUSUNGU	UB refund for account: 023898-000	44.11	111345
640-00-00-202000	Accounts Payable	LOUIS J SCHWEIZER	UB refund for account: 007016-000	11.45	111325
640-00-00-202000	Accounts Payable	MARY ANN KRINKIE	UB refund for account: 007857-000	6.11	111343
640-00-00-202000	Accounts Payable	MIKE SALLMAN	UB refund for account: 001973-000	15.15	111337
640-00-00-202000	Accounts Payable	OPEN DOOR LAB INC	UB refund for account: 026574-000	5.53	111347
640-00-00-202000	Accounts Payable	PAIGE REYES	UB refund for account: 014950-000	7.17	111341
640-00-00-202000	Accounts Payable	PATRICIA SULLIVAN	UB refund for account: 000658-000	15.82	111339
640-00-00-202000	Accounts Payable	RICHARD STUDNEK TRUSTEE	UB refund for account: 001482-000	8.40	111322
640-00-00-202000	Accounts Payable	TINA MONOSMITH	UB refund for account: 020056-000	43.70	111230
640-00-00-202000	Accounts Payable	TOBY & JOHN OBERG	UB refund for account: 010483-000	9.63	111328
640-00-00-202000	Accounts Payable	XIAOOU LI	UB refund for account: 022970-000	20.26	111281
Total Department 00-00 GENERAL				661.80	
Department: 54-00 STORM WATER					
640-54-00-420000	Office Supplies	Innovative Office Solution	SEPT OFFICE SUPPLIES	24.59	2425
640-54-00-430000	Professional Services	InfoSend, Inc.	SEPT 2024 BILLING	126.44	2464
640-54-00-430000	Professional Services	TimeSaver Off Site Secreta	MINUTES	246.00	2495
640-54-00-431100	Postage	InfoSend, Inc.	SEPT 2024 BILLING	473.49	2464
640-54-00-439000	CONTRACT MAINTENANCE	Q3 Contracting, Inc.	CONCRETE CURB	662.63	111188

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					
640-54-00-439000-PW2408	CONTRACT MAINTENANCE	WSB & Associates, Inc.	2024 POND INSPECTIONS THRU SEPT	7,675.05	2450
640-54-00-453000	Other Improvements	Erickson Electric Company,	WIRE NEW MOTOR ST. CROIX LIFT STATION	1,997.41	111209
640-54-00-453000-PW2409	2024 BMP Maintenance	MNL	CONCORDIA POND MAINTENANCE	3,800.00	111312
640-54-00-453000-PW2409	2024 BMP Maintenance	MNL	CONCORDIA POND MAINT THRU SEPT	400.00	111265
640-54-00-453000-PW2410	Other Improvements	Kath Fuel Oil Service, Inc	REIMBURSEMENT TO JOSH KATH	203.88	111287
Total Department 54-00 STORM WATER				15,609.49	
Total Fund 640 Storm Drainage				16,271.29	
Fund: 650 ENVIRONMENTAL					
Department: 00-00 GENERAL					
650-00-00-202000	Accounts Payable	BRUCE J PERRIZO	UB refund for account: 004618-000	0.37	111332
650-00-00-202000	Accounts Payable	CAROL WHALEY	UB refund for account: 009905-000	33.83	111282
650-00-00-202000	Accounts Payable	CHARLES QUICK	UB refund for account: 009191-000	17.20	111231
650-00-00-202000	Accounts Payable	CHIA-TIEN YANG	UB refund for account: 022402-000	23.22	111335
650-00-00-202000	Accounts Payable	CTW GROUP INC	UB refund for account: 026669-000	16.60	111344
650-00-00-202000	Accounts Payable	DAVID & THERESA JELEN	UB refund for account: 015918-000	3.47	111321
650-00-00-202000	Accounts Payable	DONNA GUSTAFSON	UB refund for account: 007333-000	12.05	111324
650-00-00-202000	Accounts Payable	DONNA HEINS	UB refund for account: 004376-000	10.78	111346
650-00-00-202000	Accounts Payable	DOUGLAS & RUTH HILDRETH	UB refund for account: 012860-000	5.87	111323
650-00-00-202000	Accounts Payable	ERIKA BJORKMAN	UB refund for account: 023994-000	57.26	111333
650-00-00-202000	Accounts Payable	HASSAN ABDI	UB refund for account: 024286-000	10.32	111336
650-00-00-202000	Accounts Payable	Howard Anderson	UB refund for account: 004533-000	13.20	111342
650-00-00-202000	Accounts Payable	JESSICA ROGERS	UB refund for account: 024729-000	19.79	111326
650-00-00-202000	Accounts Payable	JOHN EAGLE	UB refund for account: 023550-000	13.59	111340
650-00-00-202000	Accounts Payable	JOYCE BERGREN/ BRAD & BONN	UB refund for account: 000140-000	19.70	111330
650-00-00-202000	Accounts Payable	KAANYI MEBAL & NABISUSUNGU	UB refund for account: 023898-000	23.90	111345
650-00-00-202000	Accounts Payable	LOUIS J SCHWEIZER	UB refund for account: 007016-000	6.20	111325
650-00-00-202000	Accounts Payable	MARY ANN KRINKIE	UB refund for account: 007857-000	3.31	111343
650-00-00-202000	Accounts Payable	MIKE SALLMAN	UB refund for account: 001973-000	8.22	111337
650-00-00-202000	Accounts Payable	OPEN DOOR LAB INC	UB refund for account: 026574-000	3.00	111347
650-00-00-202000	Accounts Payable	PAIGE REYES	UB refund for account: 014950-000	3.89	111341
650-00-00-202000	Accounts Payable	PATRICIA SULLIVAN	UB refund for account: 000658-000	8.58	111339
650-00-00-202000	Accounts Payable	RICHARD STUDNEK TRUSTEE	UB refund for account: 001482-000	4.55	111322
650-00-00-202000	Accounts Payable	TINA MONOSMITH	UB refund for account: 020056-000	12.11	111230
650-00-00-202000	Accounts Payable	TOBY & JOHN OBERG	UB refund for account: 010483-000	5.22	111328
650-00-00-202000	Accounts Payable	XIAOOU LI	UB refund for account: 022970-000	10.98	111281
Total Department 00-00 GENERAL				347.21	
Department: 65-00 SOLID WASTE RECYCLE					
650-65-00-430000	Professional Services	Eureka Recycling	MONTHLY RECYCLING THRU OCTOBER	73,653.75	2449
650-65-00-430000	Professional Services	WM Corporate Services, Inc	TAPPED AND UNCORKED ORGANICS DUMPSTER	179.00	111185
Total Department 65-00 SOLID WASTE RECYCLE				73,832.75	
Total Fund 650 ENVIRONMENTAL				74,179.96	
Fund: 700 Workers Compensation					
Department: 60-00 WORKERS COMPENSATION					
700-60-00-430000	Professional Services	SFM RISK SOLUTIONS	OCT 24 ADMIN SERVICES	78.00	2453
700-60-00-430011	Police Patrol Claims	SFM-Non Bank	CLAIMS AND INDEMNITY	293.89	2509
700-60-00-430015	Fire Department Claims	MN Dept of Labor-Financial	LATE FIRST PAYMENT PENALTY CL#819680	500.00	111264
700-60-00-435000	Insurance	WCRA	PY2024 - INSTALLMENT 4 PREMIUM	7,211.95	2445
Total Department 60-00 WORKERS COMPENSATION				8,083.84	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 700 Workers Compensation					
Total Fund 700 Workers Compensation				8,083.84	
Fund: 710 Risk Management					
Department: 61-00 RISK MANAGEMENT					
710-61-00-430000	Professional Services	Stericycle, Inc.	STERI-SAFE BUDGET SUBSCRIPTION	325.40	111294
710-61-00-430021	Street Department Claims	League of MN Cities Ins Tr	CLAIM # LMC CA 000000387532	5,940.00	111240
710-61-00-430056	Community Development Clai	ARETE ADVISORS LLC	CLAIM NUMBER: CP 380811 - INV#2024234	5,000.00	111227
710-61-00-430056	Community Development Clai	MCDONALD HOPKINS LLC	PROFESSIONAL SERVICES RENDERED (DB)	952.20	111268
710-61-00-441000	Training	Damarco Solutions, LLC	ANNUAL SDS MGMT	750.00	111189
710-61-00-441000	Training	OECS - 170064	FEE INCREASE	75.00	111217
710-61-00-441000	Training	OECS - 170064	OCT	525.00	111217
Total Department 61-00 RISK MANAGEMENT				13,567.60	
Total Fund 710 Risk Management				13,567.60	
Fund: 720 HOUSING REPLACEMENT PROGRAM					
Department: 57-71 COMMUNITY LAND TRUST					
720-57-71-430000-ED9404	Professional Services	Land Title, Inc-Non Bank	3092 VICTORIA CLOSING WITH HABITAT	80,000.00	2516
Total Department 57-71 COMMUNITY LAND TRUST				80,000.00	
Total Fund 720 HOUSING REPLACEMENT PROGRAM				80,000.00	
Fund: 723 Housing & Redevelopment Agency					
Department: 00-00 GENERAL					
723-00-00-119118	Senior Deferred Loans	Center for Energy and Envi	LOANS ORIGINATED AND FEES	17,595.00	2463
723-00-00-119120	DPA Deferred Loans	Center for Energy and Envi	LOANS ORIGINATED AND FEES	50,000.00	2463
Total Department 00-00 GENERAL				67,595.00	
Total Fund 723 Housing & Redevelopment Agency				67,595.00	
Fund: 725 EDA Operating Fund					
Department: 00-00 GENERAL					
725-00-00-202100	ESCHEATMENT	MN Department of Commerce	2024 UNCLAIMED PROPERTY SUBMISSION	475.00	111232
Total Department 00-00 GENERAL				475.00	
Department: 57-00 EDA - GENERAL					
725-57-00-420000	Office Supplies	Innovative Office Solution	SEPT OFFICE SUPPLIES	6.14	2425
725-57-00-430000	Professional Services	TimeSaver Off Site Secreta	MINUTES	61.50	2495
725-57-00-430000-ED0006	Professional Services	Kennedy & Graven, Chartere	GENERAL EDA SERVICES	644.00	111243
Total Department 57-00 EDA - GENERAL				711.64	
Department: 57-73 EDA - OWNERSHIP REHAB PROGRAM					
725-57-73-430000	Professional Services	Center for Energy and Envi	LOANS ORIGINATED AND FEES	3,550.00	2463
725-57-73-430000	Professional Services	Center for Energy and Envi	ENERGY AUDITS	650.00	2463
Total Department 57-73 EDA - OWNERSHIP REHAB PROGRAM				4,200.00	
Department: 57-82 EDA - EAST METRO SWAT					
725-57-82-430000	Professional Services	Stantec Consulting Service	PAYMENT FOR MARKET STUDY CONSULTING	2,356.50	2435
Total Department 57-82 EDA - EAST METRO SWAT				2,356.50	
Total Fund 725 EDA Operating Fund				7,743.14	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY GL DISTRIBUTION ---					
		100-00-00-202100	ESCHEATMENT	360.01	
		100-00-00-210200	Federal Income Tax	239,939.91	
		100-00-00-210300	State Income Tax	107,733.49	
		100-00-00-210400	PERA Employee Ded.	216,426.13	
		100-00-00-210500	Life Ins. Employee	3,217.55	
		100-00-00-210502	Employer Life Insurance	617.60	
		100-00-00-210600	Union Dues Deduction	7,329.50	
		100-00-00-210800	FICA Employee Ded.	119,094.46	
		100-00-00-210900	Long Term Disability	3,597.20	
		100-00-00-211000	MNDP Def Comp	78,259.01	
		100-00-00-211001	MNDP Roth	6,212.58	
		100-00-00-211100	ICMA Def Comp	18,815.32	
		100-00-00-211101	Mission SQ Roth	500.00	
		100-00-00-211202	HRA Employer	7,875.00	
		100-00-00-211400	Medical Insurance Employee	25,556.04	
		100-00-00-211402	Flex Spending Health	7,347.36	
		100-00-00-211404	MN State Retirement	50,895.51	
		100-00-00-211501	Medical Employer	120,099.06	
		100-00-00-211600	PERA Employer Share	294,505.83	
		100-00-00-211700	FICA Employer Share	119,094.46	
		100-01-00-430000	Professional Services	4,676.50	
		100-01-00-433000	Advertising	114.92	
		100-02-00-420000	Office Supplies	23.81	
		100-02-00-430000	Professional Services	281.26	
		100-02-00-430060	Wellness Plan	535.94	
		100-02-00-439000	CONTRACT MAINTENANCE	697.00	
		100-02-00-440000	Conferences	25.00	
		100-02-00-442000	Memberships & Subscriptions	1,600.00	
		100-04-00-430000	Professional Services	982.89	
		100-04-00-440000	Conferences	448.90	
		100-04-00-448600	Credit Card Fees	27.16	
		100-06-00-430000	Professional Services	566.00	
		100-08-00-420000	Office Supplies	29.50	
		100-10-00-332000	State Grants	20,000.00	
		100-10-00-415000	Employer Insurance	2,301.03	
		100-10-00-420000	Office Supplies	136.63	
		100-10-00-422000	Clothing	1,875.77	
		100-10-00-423000	Vehicle Supplies & Maintenance	163.75	
		100-10-00-424000	Operating Supplies	520.40	
		100-10-00-424000-PD0002	Operating Supplies	1,158.80	
		100-10-00-430000	Professional Services	43,508.65	
		100-10-00-431000	Telephone	5,569.55	
		100-10-00-439000	CONTRACT MAINTENANCE	7,190.00	
		100-10-00-441000	Training	1,050.00	
		100-13-00-415000	Employer Insurance	606.99	
		100-13-00-422000	Clothing	1,429.02	
		100-13-00-423000	Vehicle Supplies & Maintenance	3,457.80	
		100-13-00-424000	Operating Supplies	1,102.22	
		100-13-00-430000	Professional Services	8,357.00	
		100-13-00-439000	CONTRACT MAINTENANCE	7,057.55	
		100-13-00-441000	Training	3,874.00	
		100-13-13-436000-FD2660	Utilities	386.71	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		100-13-13-437000	Contract Maint. - Vehicles	7,974.19	
		100-20-20-420000	Office Supplies	105.42	
		100-20-21-422000	Clothing	133.36	
		100-20-21-423000	Vehicle Supplies & Maintenance	9,324.11	
		100-20-21-424000	Operating Supplies	62,135.56	
		100-20-21-437000	Contract Maint. - Vehicles	2,371.26	
		100-20-21-439000	CONTRACT MAINTENANCE	905.00	
		100-20-22-436000	Utilities	2,482.69	
		100-20-30-421000	Motor Fuel	10,490.51	
		100-20-30-423000	Vehicle Supplies & Maintenance	5,037.73	
		100-20-30-437000	Contract Maint. - Vehicles	18,992.15	
		100-23-00-424000	Op Supplies-City Hall	960.80	
		100-23-00-430000	Professional Services	7,270.43	
		100-23-00-436001	Utilities-City Hall	6,816.06	
		100-23-00-436001-PW2660	Utilities-City Hall	386.71	
		100-23-00-436003	Utilities-City Garage	364.73	
		100-23-00-436003-PW2660	Utilities-City Garage	1,354.40	
		100-23-00-439001	CONTRACT MAINTENANCE - CITY HALL	11,345.18	
		100-23-00-439003	Contract Maint.- City Garage	16,753.18	
		100-23-00-439010	Contract Manlt. - HVAC	2,005.44	
		101-13-00-448000-FD0037	Fire Therapy Dog	168.00	
		103-00-00-202100	ESCHEATMENT	12,000.00	
		103-00-00-230000	Deposits	112,127.00	
		103-20-00-448600	Credit Card Fees	60.26	
		110-09-00-430000	Professional Services	2,193.57	
		200-00-00-202100	ESCHEATMENT	1,435.12	
		200-00-00-209000	Sales Tax Payable	3,654.89	
		200-40-40-432000	Transportation	189.96	
		200-40-40-433000	Advertising	175.00	
		200-40-41-414000-PR0253	Employer Pension	(37.94)	
		200-40-41-424000-PR0212	Operating Supplies	1,719.00	
		200-40-41-424000-PR0227	Operating Supplies	758.00	
		200-40-41-424000-PR0253	Operating Supplies	3,855.60	
		200-40-41-430000-PR0220	Professional Services	4,998.00	
		200-40-41-430000-PR0234	Professional Services	4,502.40	
		200-40-41-430000-PR0239	Professional Services	450.00	
		200-40-41-430000-PR0245	Professional Services	1,368.00	
		200-40-41-430000-PR0252	Professional Services	1,030.00	
		200-40-41-430000-PR0270	Professional Services	948.80	
		200-40-41-436000-PR0253	Utilities	1,408.95	
		200-40-42-438000	Rental	1,543.42	
		200-40-50-430000-PR0119	Professional Services	60.00	
		200-40-50-436000-PR0119	Utilities	477.85	
		200-40-53-424000	Operating Supplies	2,975.00	
		200-40-53-425000	Merchandise For Sale	34.68	
		200-40-53-425000-PR5512	Merchandise for Sale	321.50	
		200-40-53-430000	Professional Services	700.00	
		200-40-53-436000	Utilities	53,243.85	
		201-40-43-430000-PR0321	Midland Legacy Park	160,000.88	
		202-40-68-430000-PR2230	Professional Services	123,467.97	
		204-40-43-422000	Clothing	5.46	
		204-40-43-424000	Operating Supplies	658.34	
		204-40-43-430000	Professional Services	7,728.75	
		204-40-43-430000-PR0400	Professional Services	642.00	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		204-40-43-431000	Telephone	360.10	
		204-40-43-431000-PR0627	Telephone	35.01	
		204-40-43-436000	Utilities	5,984.63	
		204-40-43-441000	Training	549.30	
		221-40-45-430000	Professional Services	250.00	
		260-56-17-430007	Electrical Inspections	11,888.04	
		260-56-17-431000	Telephone	52.16	
		260-56-17-442000	Memberships & Subscriptions	20.00	
		260-56-17-448600	Credit Card Fees	4,638.12	
		265-00-00-202100	ESCHEATMENT	1,303.14	
		265-00-00-209000	Sales Tax Payable	2,273.74	
		265-05-00-420000	Office Supplies	39.84	
		265-05-00-424000	Operating Supplies	226.18	
		265-05-00-430000	Professional Services	1,753.19	
		265-05-00-431000	Telephone	341.29	
		265-05-00-432000	Transportation	459.35	
		265-05-00-436000	Utilities	582.72	
		265-05-00-448000	Miscellaneous	289.86	
		285-10-00-424000	Operating Supplies	752.87	
		400-00-00-202100	ESCHEATMENT	536.00	
		400-10-00-452000	Vehicles / Equipment	1,152.35	
		401-13-00-453000	Other Improvements	8,467.25	
		408-20-20-439000	CONTRACT MAINTENANCE	655.95	
		409-08-00-438100	Rental-Copier Machines	2,992.22	
		410-02-00-453000	Other Improvements	4,115.96	
		410-20-20-453000	Other Improvements	2,485.00	
		411-40-43-430000	Professional Services	7,575.61	
		411-40-43-430000-PR2350	Professional Services	19,400.04	
		590-20-23-453000-PW2404	Cty Rd B Recon & 2024 PMP	5,907.90	
		600-00-00-202000	Accounts Payable	1,541.40	
		600-00-00-202100	ESCHEATMENT	163.39	
		600-00-00-208000	Sewer SAC Charges	2,460.15	
		600-50-00-420000	Office Supplies	24.58	
		600-50-00-424000	Operating Supplies	2,873.75	
		600-50-00-424200-PW2418	PRIVATE SANITARY SEWER REPAIRS	5,000.00	
		600-50-00-430000	Professional Services	126.44	
		600-50-00-430050	Sewer Department Claims	528.00	
		600-50-00-431100	Postage	473.49	
		600-50-00-436000	Utilities	1,067.12	
		600-50-00-437000	Contract Maint. - Vehicles	1,319.16	
		600-50-00-448600	Credit Card Fees	10,018.69	
		600-50-00-453000-PW2302	Other Improvements	5,392.50	
		600-50-00-490000-PW2111	Contractor Payments	12,035.00	
		610-00-00-202000	Accounts Payable	1,891.42	
		610-00-00-202100	ESCHEATMENT	1,940.81	
		610-00-00-208100	State Surcharge-Water	(33.12)	
		610-00-00-209000	Sales Tax Payable	7,862.09	
		610-00-00-230200	Hydrant Meter Deposits	2,800.00	
		610-51-00-370000	Water-Roseville	691.41	
		610-51-00-382900	Miscellaneous Revenue	(600.00)	
		610-51-00-420000	Office Supplies	24.59	
		610-51-00-424000	Operating Supplies	35,164.82	
		610-51-00-430000	Professional Services	1,002.94	
		610-51-00-431000	Telephone	49.99	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		610-51-00-431100	Postage	473.49	
		610-51-00-439000	CONTRACT MAINTENANCE	20,284.05	
		610-51-00-441000	Training	23.00	
		610-51-00-444000	St.Paul Water	623,029.64	
		620-00-00-202100	ESCHEATMENT	192.00	
		620-00-00-209000	Sales Tax Payable	5,136.01	
		620-00-00-209001	Use Tax Payable	138.09	
		620-52-51-382100	Building Rental	400.00	
		620-52-51-410008	Workers Comp Indemnity	163.65	
		620-52-51-414000	Employer Pension	(13.65)	
		620-52-51-423000	Vehicle Supplies & Maintenance	344.55	
		620-52-51-424000	Operating Supplies	331.98	
		620-52-51-425000	Merchandise for Sale	1,008.98	
		620-52-51-430000	Professional Services	435.39	
		620-52-51-438000	Rental	375.00	
		620-52-51-439000	CONTRACT MAINTENANCE	616.07	
		640-00-00-202000	Accounts Payable	661.80	
		640-54-00-420000	Office Supplies	24.59	
		640-54-00-430000	Professional Services	372.44	
		640-54-00-431100	Postage	473.49	
		640-54-00-439000	CONTRACT MAINTENANCE	662.63	
		640-54-00-439000-PW2408	CONTRACT MAINTENANCE	7,675.05	
		640-54-00-453000	Other Improvements	1,997.41	
		640-54-00-453000-PW2409	2024 BMP Maintenance	4,200.00	
		640-54-00-453000-PW2410	Other Improvements	203.88	
		650-00-00-202000	Accounts Payable	347.21	
		650-65-00-430000	Professional Services	73,832.75	
		700-60-00-430000	Professional Services	78.00	
		700-60-00-430011	Police Patrol Claims	293.89	
		700-60-00-430015	Fire Department Claims	500.00	
		700-60-00-435000	Insurance	7,211.95	
		710-61-00-430000	Professional Services	325.40	
		710-61-00-430021	Street Department Claims	5,940.00	
		710-61-00-430056	Community Development Claims	5,952.20	
		710-61-00-441000	Training	1,350.00	
		720-57-71-430000-ED9404	Professional Services	80,000.00	
		723-00-00-119118	Senior Deferred Loans	17,595.00	
		723-00-00-119120	DPA Deferred Loans	50,000.00	
		725-00-00-202100	ESCHEATMENT	475.00	
		725-57-00-420000	Office Supplies	6.14	
		725-57-00-430000	Professional Services	61.50	
		725-57-00-430000-ED0006	Professional Services	644.00	
		725-57-73-430000	Professional Services	4,200.00	
		725-57-82-430000	Professional Services	2,356.50	
--- TOTALS BY FUND ---					
		100	General Fund	1,714,439.68	
		101	General Fund Donations	168.00	
		103	Contracted Engineering Svcs	124,187.26	
		110	Telecommunications	2,193.57	
		200	Recreation Fund	85,812.08	
		201	Recreation Donations	160,000.88	
		202	Park Dedication Fund	123,467.97	
		204	PARK MAINTENANCE	15,963.59	
		221	Municipal Jazz Band	250.00	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		260	Community Development	16,598.32	
		265	License Center	7,269.31	
		285	Juvenile Accountability Grant	752.87	
		400	Equipment Revolving	1,688.35	
		401	Fire Equipment	8,467.25	
		408	Pathway Maintenance Fund	655.95	
		409	Plant Fund	2,992.22	
		410	GENERAL FACILITIES REPLACEMENT FUND	6,600.96	
		411	Recreation Improvements	26,975.65	
		590	Special Assmt. Construction	5,907.90	
		600	Sanitary Sewer	43,023.67	
		610	Water Fund	694,605.13	
		620	Golf Course	9,128.07	
		640	Storm Drainage	16,271.29	
		650	ENVIRONMENTAL	74,179.96	
		700	Workers Compensation	8,083.84	
		710	Risk Management	13,567.60	
		720	HOUSING REPLACEMENT PROGRAM	80,000.00	
		723	Housing & Redevelopment Agency	67,595.00	
		725	EDA Operating Fund	7,743.14	
		Total For All Funds:		3,318,589.51	

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

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

Footy Rooty Roseville
1607 County Rd C West
Roseville, MN 55113

Wanli Yu has submitted an application as the owner of a Massage Therapy Establishment located at 1607 County Rd C West.

Policy Objectives

Required by City Code

Equity Impact Summary

There is no anticipated racial equity impact.

Budget Implications

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

Staff Recommendations

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

Requested Council Action

Motion to approve the Massage Therapy Establishment License for Footy Rooty Roseville.

Prepared by: Allie Sertich

Attachments: 1. Footy Rooty Rsvl Application



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

Massage Therapy Establishment License Application Part I

Type of applicant (Select only one)

- ☒ Individual, you own the business and have employees
☐ Sole Proprietorship, you own the business, and you are the only employee
☐ Partnership ☐ Corporation ☐ Other Organization

Legal Name of Licensee: Footy Rooty Roseville

Business Name (dba) _____

Business Address 1607 County Rd C West, Roseville, MN 55113

Business Phone 626-215-5648

Email Address _____

MN Tax ID _____

Federal Tax ID _____

Proof of Minnesota Tax Identification form

Applicant's Social Security Number _____

Proof of Worker's Compensation Insurance:

Insurance Company Name Huckleberry Paychex Insurance Agency Inc Dates of Coverage 10/29/2024-10/28/2025

Policy Number EIG5767060-00

I am not required to have worker's compensation liability coverage because

☐ I have no employees covered by the law

☐ Other (Specify) _____

Section A: Applicant

Individual:

If applicable, complete this question and Part II Personal History form, then proceed to Section B.

Name Wanli

Yu

First

Last

Middle

Maiden

Residence Address _____

County

State

Zip

Residence/mobile ph _____

Email address _____

Partnership:

If applicable, complete the question for general and limited partners, then proceed to section B.
Part II Personal History form is required for each general partner.

First Name _____ Last Name _____ Middle Name _____
Street address _____
City, State, ZIP _____
Residence/mobile phone _____ Business phone _____

First Name _____ Last Name _____ Middle Name _____
Street address _____
City, State, ZIP _____
Residence/mobile phone _____ Business phone _____

First Name _____ Last Name _____ Middle Name _____
Street address _____
City, State, ZIP _____
Residence/mobile phone _____ Business phone _____

Corporation/other organization:

If applicable, complete the questions, then proceed to Section B. Attach a copy of the Certificate of Incorporation

President

First Name _____ Last Name _____ Middle Name _____
Street address _____
City, State, ZIP _____
Residence/mobile phone _____ Business phone _____

Vice President

First Name _____ Last Name _____ Middle Name _____
Street address _____
City, State, ZIP _____
Residence/mobile phone _____ Business phone _____

Secretary

First Name _____ Last Name _____ Middle Name _____
Street address _____
City, State, ZIP _____
Residence/mobile phone _____ Business phone _____

Treasurer

First Name _____ Last Name _____ Middle Name _____
Street address _____
City, State, ZIP _____
Residence/mobile phone _____ Business phone _____

Section B: Persons in charge of licensed establishment

General Manager, proprietor, managing partner or any other individual or agent in charge of the establishment.

A Part II Personal History must be completed by each person listed in this section.

First Name Wanli Last Name Yu Middle Name _____
Street address _____
City, State, ZIP _____
Residence/mobile phone _____ Business phone _____

First Name _____ Last Name _____ Middle Name _____
Street address _____
City, State, ZIP _____
Residence/mobile phone _____ Business phone _____

Section C: History

Complete separate form for each owner

Have you, your spouse, parent, brother, sister, or the child of either you or your spouse, ever been engaged as an employee or operated a spa, salon or other business which offered massage? ☐ Yes ☒ No

If yes, give dates and places.

Do you and/or your spouse have a direct or indirect interest in any other establishment in the City of Roseville to which a massage therapy establishment license has been issued? ☐ Yes ☒ No

If yes, list names and addresses of interest.

Have you, your spouse, parent, brother, sister, or the child of either you or your spouse, ever been convicted of any felony, crime or violation of any ordinance, other than traffic? ☐ Yes ☒ No

If yes, give date, place and nature of conviction.

Have you or your spouse had any interest in any previous therapeutic massage license that was revoked, or suspended or not renewed? ☐ Yes ☒ No

If yes, explain in detail providing dates of such revocation.

Have you individually, or with others, made an application for a massage license, which was denied? ☐ Yes ☒ No

If yes, state circumstances.

What is the amount and source of investments you will have in the business, buildings, premises, fixtures, furniture, stock in trade?

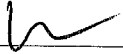
Self-funded, \$40,000 working capital

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 or other qualified service providers in conducting and completing criminal background checks to use the information I have provided to check criminal histories, arrest and driving records, and warrant information; and for the City 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. In addition, you acknowledge that you are responsible for reviewing the background and work history of all of your employees, including those that have received a massage therapist license from the City.

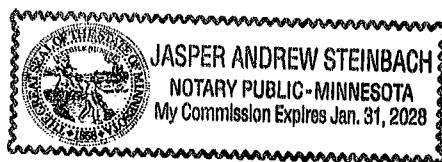
Falsification of answers given or material submitted will result in denial of application.

Applicant signature  Title Owner
Date 10/29/2024

Subscribed and sworn to before me, a Notary Public, on this 29 day of 10, 20 24. My Commission expires on 01/31/2028.


Notary signature

Notary Stamp



Payment due at the time of application: Annual License Fee \$325

Make checks payable to: City of Roseville

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

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.

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General Purchases or Contracts

Division	Vendor	Description	Key	Budget Amount	P.O. Amount	Budget / CIP
Fire Department	Nelson Tactical	Personal Protective Equipment	(a)	\$ 55,000	\$ 53,811	2024 CIP
Fire Department	WHP Trainingtowers	Training Mezzanine Build-Out	(b)	\$ 60,000	\$ 52,136	2024 CIP
Parks & Recreation	Flagship Recreation	Amenities for Lexington Park Playground	(c)	\$ 534,000	\$ 21,984	2024 CIP
Parks & Recreation	Flagship Recreation	Lexington Park Playground Equipment and Install	(d)	\$ 512,016	\$ 481,521	2024 CIP
Parks & Recreation	U-Haul	Used U-Haul Truck to be used as Puppet Wagon	(e)	\$ 20,000	\$ 15,000	2024 CIP
Parks & Recreation	Cushman Motor Co Inc	Holder C70 Municipal Tractor with Blower	(f)	\$ 195,000	\$ 150,573	2025 CIP

Key

- (a) Personal protective gear is a crucial component for the firefighters to perform job duties within an immediately dangerous to life and health environment. Such as, but not limited to, fire extinguishment, search and rescue, and overhaul. Personal protective gear must be replaced as outlined by manufacturer guidelines, wear and tear on materials, as well as on the national standards (NFPA) guidelines on firefighter protective equipment. This purchase is to assure firefighters have fully functional personal protective gear for emergency incident operations.

- (b) Our Fire Station provides a wide variety of methods and avenues for critical firefighter training. One area that is in need of replacement is our training mezzanine. The ability to rapidly set-up and make subsequent modifications to the space allows for better training for our firefighters. Creating new spaces that are unfamiliar to our firefighters for training is highly important and valuable to assure fire gourd readiness.

- (C) & (D) Playground replacements are based on condition ratings. These ratings are calculated through regular inspections done by city staff that are Certified Playground Safety Inspectors. The Lexington Playground budget has been expanded to ensure that there are adequate dollars to ensure that inclusion is a central part of the planning process. To account for this change, other planned playground replacements have been delayed.

- (e) The current puppet wagon topper is 20 years old and needs to be replaced. Staff has researched and has decided that it makes more sense to purchase a used U-Haul truck and have it modified into the "New Puppet Wagon".

- (f) This is to replace equipment item #505 - a Holder Snow Machine. The heavy use on these machines during the winter months in our plowing operation lends to replacement every 8 years and this one is due. This maching is essential to our snow removal operation. The current machine will be sold at auction to offset a portion of the cost.

2024 Capital Improvement Plan

Project/Initiative Summary

Department/Division:	Fire
Project/Initiative Title:	Personal Protective Gear
Total Estimated Cost:	\$55,000
Funding Source:	Fire Vehicle & Equipment Fund
Annual Operating Budget Impact:	Not Applicable

Project/Initiative Description:

Personal protective gear is a crucial component for firefighters to perform job duties within an IDLH (immediately dangerous to life and health) environment. Such as, but not limited to, fire extinguishment, search and rescue, and overhaul. Personal protective gear must be replaced as outlined by manufacturer guidelines, wear and tear on materials, as well as on the national standards (NFPA) guidelines on firefighter protective equipment. These funds will be utilized to assure firefighters have fully functional personal protective gear for emergency incident operations.

Location:

Fire Station

2024 Capital Improvement Plan

Project/Initiative Summary

Department/Division:	Fire
Project/Initiative Title:	Training Mezzanine Build-out
Total Estimated Cost:	\$60,000
Funding Source:	General Facilities Replacement Fund (410)
Annual Operating Budget Impact:	None

Project/Initiative Description:

Our Fire Station provides a wide variety of methods and avenues for critical firefighter training. One area that is in need of replacement is our training mezzanine. The ability to rapidly set-up and make subsequent modifications to the space allows for better training for our firefighters. Creating new spaces that are unfamiliar to our firefighters for training is highly important and valuable to assure fire ground readiness.

Location:

Fire Station Maintenance

2024 Capital Improvement Plan

Project/Initiative Summary

Department/Division:	Park Improvements
Project/Initiative Title:	Playground Replacements
Total Estimated Cost:	\$534,000
Funding Source:	Park Improvement Program Fund (<i>property tax</i>)
Annual Operating Budget Impact:	[Enter amount here (if applicable)]

Project/Initiative Description:

This project will remove and replace the following playgrounds:

Lexington Park – \$385,000

Rosebrook Park - \$165,000

Playground replacements are based on condition ratings. These ratings are calculated through regular inspections done by City staff that are Certified Playground Safety Inspectors. Each of these projects would have a full Community Process and finish with a Community Build.

The Lexington Playground budget has been expanded to ensure that there are adequate dollars available to ensure that inclusion is a central part of the planning process. To account for this change, other planned playground replacements have been delayed.

Location:

Various sites in the City

2024 Capital Improvement Plan

Project/Initiative Summary

Department/Division:	Parks & Recreation
Project/Initiative Title:	Puppet Wagon Topper Replacement
Total Estimated Cost:	\$20,000
Funding Source:	Parks & Rec Vehicle & Equip Fund (<i>property tax</i>)
Annual Operating Budget Impact:	[Enter amount here (if applicable)]

Project/Initiative Description:

The puppet wagon topper is 20 years old and needs to be replaced. Staff will research and replace the topper and sound system. The puppet wagon is a very important part of Parks and recreations summer programs.

Location:

1140 Woodhill Drive

Department/Division:	Parks & Recreation
Project/Initiative Title:	#505 Holder Snow Machine
Total Estimated Cost:	\$195,000
Funding Source:	Parks & Rec Vehicle & Equip Fund (<i>property tax</i>)
Annual Operating Budget Impact:	[Enter amount here (if applicable)]

Project/Initiative Description:

This project is to replace #505 a Holder Snow Machine. Research will be done to choose the best manufacturer for replacement. The heavy use on these machines during the winter months in our plowing operation lends to replacement every 8 years and this one is due. This machine is essential to our snow removal operation. The current machine will be traded in or sold at auction to offset the cost.

Location:

1140 Woodhill Drive

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 10.d.

Department Approval



City Manager Approval



Item Description: Approval of 2025 Business License Renewals

Background

Chapter 301 of the City Code requires all applications for business licenses to be submitted to the City Council for approval. The City has received the following completed renewal applications for 2025:

- 1 Pawn Shop and Precious Metals Dealer License
- 16 Tetrahydrocannabinol (THC) Licenses
- 10 Recycling Hauler Licenses
- 11 Solid Waste Hauler Licenses

A detailed list of applicants is included in Attachment 1.

Policy Objectives

Required by City Code

Equity Impact Summary

There is no anticipated racial equity impact.

Budget Implications

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

Staff Recommendations

Staff has reviewed the applications and has determined that the applicant(s) meet all City requirements and recommends approval of the licenses upon receipt of any outstanding application materials and payments.

Requested Council Action

Motion to approve the business license renewals as listed in Attachment 1 upon receipt of any outstanding application materials and payments.

Prepared by: Allie Sertich, Deputy City Clerk

Attachments: 1. 2025 Business License Renewal Requests

Pawn Shop and Precious Metals Dealer License

Pawn America Minnesota, LLC, DBA Pawn America
1715 N Rice St
Roseville, MN 55113

THC (Tetrahydrocannabinol) License

Noble Tobacco
1681 Rice St
Roseville, MN 55113

Roseville Smoke Shop
2113 Snelling Ave N
Roseville, MN 55113

Roseville Smoke Shop dba Discount Smoke Shop
1732 Lexington Ave N
Roseville, MN 55113

Roseville Tobacconist Cigars and E Cigs, Inc
2217 Snelling Ave
Roseville, MN 55113

Bent Brewstillery
1744 Terrace Dr
Roseville, MN 55113

Kongmong Liquor dba Chuchao Liquor
700 County Rd B
Roseville, MN 55113

Crave
1595 Highway 36 W #1025
Roseville, MN 55113

Cub Liquor
1201 Larpenteur Ave W
Roseville, MN 55113

Cub Wine & Spirits
2100 Snelling Ave N
Roseville, MN 55113

High Pines Brewing Co LLC
2704 Snelling Ave N
Roseville, MN 55113

Roseville Pizza Company dba Parkway Pizza
1909 Lexington Ave N
Roseville, MN 55113

Pizza Luce
2851 Snelling Ave N
Roseville, MN 55113

Rod Petroleum Inc. dba Roseville Winner
2163 Snelling Ave N
Roseville, MN 55113

Spirits and More LLC dba MGM Liquor
1149 Larpenteur Ave
Roseville, MN 55113

Yayin Gadol, LLC dba Top Ten Liquors
1611 County Road C W
Roseville, MN 55113

Minnesota Fine Wines & Spirits dba Total Wine & More
2401 Fairview Ave N. Ste 105
Roseville, MN 55113

Recycling Hauler License

Ace Solid Waste Inc.
6601 McKinley St NW
Ramsey, MN 55303

Allied Waste Services of the Twin Cities dba Republic Services
11380 Courthouse Blvd
Inver Grove Heights, MN 55077

Aspen Waste Systems
2951 Weeks Avenue SE
Minneapolis, MN 55414

Curbside Waste
18150 118th Ave N
Dayton, MN 55369

Neighborhood Recycling Corp dba Eureka Recycling
2828 Kennedy St NE
Minneapolis, MN 55413

Gene's Disposal Service, Inc.
5661 152nd Street N
Hugo, MN 55038

Highland Sanitation & Recycling Services
PO Box 10
Vermillion, MN 55085

International Paper
2425 Terminal Road
Roseville, MN 55113

Nitti Sanitation Inc.
16555 Clayton Ave E
Rosemount, MN 55068

Walter's Recycling and Refuse
2830 101st Ave
Blaine, MN 55449

Solid Waste Hauler License

Ace Solid Waste Inc.
6601 McKinley St NW
Ramsey, MN 55303

Allied Waste Services of the Twin Cities dba Republic Services
11380 Courthouse Blvd
Inver Grove Heights, MN 55077

Anderson's Dumpster Box Services
930 Duluth St
St. Paul, MN 55106

Aspen Waste Systems
2951 Weeks Avenue SE
Minneapolis, MN 55414

Curbside Waste
18150 118th Ave N
Dayton, MN 55369

Gene's Disposal Service, Inc.
5661 152nd Street N
Hugo, MN 55038

Highland Sanitation & Recycling Services
PO Box 10
Vermillion, MN 55085

Keith Krupenny & Son Disposal Service Inc. dba Remackel Roll Off Services
565 Barge Channel Rd
St. Paul, MN 55107

Lightning Disposal
16555 Clayton Ave E
Rosemount, MN 55068

Nitti Sanitation Inc.
16555 Clayton Ave E
Rosemount, MN 55068

Walter's Recycling and Refuse
2830 101st Ave
Blaine, MN 55449

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 10.e.

Department Approval



City Manager Approval



Item Description: Approve Resolution Requesting Funding From Metropolitan Council Environmental Services' 2025 Private Property Inflow and Infiltration Grant Program

1
2 **Background**

3 The 2022 Minnesota Legislature amended Minn. Stat. § 471.342 to allow the Met Council
4 to provide grant funding to local municipalities to assist private property owners with costs
5 associated with repairing infiltration and inflow (I/I) issues on privately-owned sanitary
6 services. In 2024, the Metropolitan Council Environmental Service (MCES) implemented a
7 \$1.5 million pilot grant program for these repairs. In 2024, Roseville requested \$75,000 and
8 was awarded \$40,000 that was in turn granted to eight property owners for repairing their
9 sewer services.

10
11 In 2025, MCES will again provide \$1.5 million to local municipalities to administer grant
12 programs and noted they will award half of the funds evenly between applicant cities, and
13 the remaining half will be based on the amount requested. Staff proposes requesting
14 \$175,000 in funding in the hopes to further advertise the program and assist 20 to 35
15 property owners. Grant applications are due November 27 to MCES and one of the
16 required documents is a resolution authorizing application. This resolution would allow the
17 City of Roseville to apply for the grant program.

18
19 MCES intends to notify cities of their grant amount on December 16, 2024. If Roseville is
20 approved for funding, an agreement with MCES will need to be executed prior to funds
21 becoming available. This resolution would authorize the City Manager to sign the
22 agreement. The City Attorney has reviewed the agreement.

23
24 **Policy Objectives**

25 The City is required to limit I/I into its sanitary sewers under MCES regulation, thereby
26 reducing unnecessary trunk pipe upsizing and treatment of stormwater at sanitary sewer
27 treatment plants.

28
29 **Equity Impact Summary**

30 The 2025 Private Property Inflow and Infiltration (I/I) Grant Program guidelines allow for
31 equity criteria to be established by each city in alignment with Thrive MSP 2040. In 2024,

the City chose to use Ramsey County tax assessed home values and the Met Council home ownership affordability limits to establish a simple equity criteria that was easy to administer and did not require staff to receive or review personal financial information. This means that for 2024 the affordable home price for a family at 80% of the area median income (AMI) was \$290,300. Applicants that meet the criteria could receive 80%, up to \$8000, of eligible sewer repair expenses; whereas those that did not meet the criteria could receive 50%, up to \$5000, of eligible expenses. Only three of the eight 2024 recipients met the criteria, despite a mailing about the program to 230+ homes meeting the criteria. In 2025, staff hopes to award at least 50% of the grant funds to those that meet an equity criteria.

Budget Implications

The City is requesting \$175,000 in funds. If approved, staff would use the sanitary sewer fund to reimburse residents and then the City would be reimbursed by grant funds. There are no net costs to the City other than staff time to administer the grant.

Staff Recommendations

Staff recommends Council adopt a resolution to authorize the application for the MCES 2025 Private Property Inflow and Infiltration (I/I) Grant Program and authorize the City Manager to sign the agreement after the application process.

Requested Council Action

Motion adopting the resolution to authorize the application for the MCES 2025 Private Property Inflow and Infiltration (I/I) Grant Program and authorize the City Manager to sign the agreement after the application process.

Prepared by: Jennifer Lowry, Assistant Public Works Director / City Engineer

Attachments: 1. Resolution
2. Grant Agreement

31 The motion for the adoption of the foregoing resolution was duly seconded by
32 Councilmember and upon vote being taken thereon, the following voted in
33 favor thereof: and the following voted against the same: .

34 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 25th day of November, 2024, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 25th day of November, 2024.

Patrick Trudgeon, City Manager

(SEAL)

METROPOLITAN COUNCIL
2025 PRIVATE PROPERTY INFLOW AND INFILTRATION (I/I)
GRANT AGREEMENT NO.

This Council (MCES) Funded Grant Agreement ("Grant Agreement") is entered into this [date of signature by both parties] between the Metropolitan Council, a public corporation and political subdivision of the State of Minnesota ("Met Council") and the City of Roseville, a municipal corporation ("Grantee").

RECITALS

1. In 2022, Minnesota Statutes 2020, section 471.342 was amended to authorize towns and political subdivisions to establish inflow and infiltration prevention programs and make loans or grants to property owners.
2. The Metropolitan Council Environmental Services (MCES, Council) calculates the peak hourly flow discharge limit (I/I Goal) for each community connected to the metropolitan sanitary sewer disposal system. Wastewater flow that exceeds the respective I/I Goal is considered excessive flow. Communities that have a measured wastewater flow rate greater than 80 percent of the I/I Goal are eligible to apply for the Grant.
3. The Council authorizes its staff to enter into a private property inflow and infiltration grant agreement with local municipalities that are eligible for this grant program.

GRANT AGREEMENT

1. Term of Grant Agreement.

- 1.1. **Effective Date.** The effective date of this Grant Agreement is the date on which the Grant Agreement has been duly executed by both parties.
- 1.2. **Grant Activity Period.** The first day of the month following the Effective Date through and including the expiration date.
- 1.3. **Expiration Date.** The latter of (i) 2 years after final distribution of funds to Grantee; or (ii) until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.4. **Survival of Terms.** The following clauses survive the expiration, termination, or cancellation of this Grant Agreement; 9. Liability and Insurance; 10. Audits; 11. Government Data Practices; 13. Data Availability; 14. Governing Law, Jurisdiction and Venues; 16. Data Disclosure; 18. Future Eligibility.

2. Duties, Representations and Warranties of Grantee and Use of Grant Funds.

- 2.1. The Grantee agrees to conduct, administer, and complete in a satisfactory manner the program ("Grantee Program") which is described in Grantee's application to Met Council for assistance under the Met Council's Private Inflow and Infiltration grant program, which application is incorporated into this Grant Agreement as **Exhibit A (Grant Application)**, and in accordance with the terms and conditions of this Grant Agreement. Specifically, the Grantee agrees to perform the "Grant Program" in accordance with a specific timeline, all as described in **Exhibit A (Grant Application)** and to undertake the financial

responsibilities described in **Exhibit A (Grant Application)** to this Grant Agreement. The Grantee has the responsibility for and obligation to complete the “Grant Program” as described in **Exhibit A (Grant Application)**. The Met Council makes no representation or warranties with respect to the success and effectiveness of the “Grant Program”. The Met Council acknowledges that “Grant Program” work may be limited to soliciting participation by building owners in the “Grant Program” and requires additional work by the Grantee only to the extent that building owners choose to participate in the “Grant Program”, all as described in the Grantee's application attached as **Exhibit A (Grant Application)**.

The Grant Funds cannot be used for:

- Normal municipal operating or overhead costs, including such related to the Grant Program;
- Grantee's own public sewer infrastructure costs;
- The cost of studies;
- Engineering costs;
- Planning costs; and
- For equipment, machinery, supplies or other property to conduct the Grant Program, except for equipment, supplies or other property which is used primarily for the Grant Program and is specifically listed in **Exhibit A (Grant Application)**.

2.2. Grantee Representations and Warranties. The Grantee further covenants with and represents and warrants to Met Council, as follows:

A. It has the legal authority to enter into, execute and deliver this Grant Agreement and all documents referred to herein, has taken all actions necessary to its execution and delivery of such documents and has provided to Met Council a copy of the resolution by its governing body which authorizes Grantee to enter into this Agreement, to undertake the Private Property I/I Grant Program, including the Grantee financial responsibilities as shown in **Exhibit A (Grant Application)** and which also designates an authorized representative for the Grant Program who is authorized to provide certifications required in this Grant Agreement and submit pay claims for reimbursement of Grantee Program costs.

B. It has legal authority to conduct and administer the Grant Program and use the Grant Funds for the purpose or purposes described in this Agreement.

C. This Grant Agreement and all other documents referred to herein are the legal, valid and binding obligations of the Grantee enforceable against the Grantee in accordance with their respective terms.

D. It will comply with all the terms, conditions, provisions, covenants, requirements, and warranties in this Agreement, and all other documents referred to herein.

E. It has made no materially false statement or misstatement of fact in connection with the Grant Funds, and all the information it has submitted or will submit to the Council relating to the Grant Funds or the disbursement of any of the Grant Funds is and will be true and correct. It agrees that all representations contained in its application for the Private I/I Grant are material representations of fact upon which the Council relied in awarding this Grant and are incorporated into this Agreement by reference.

F. It is not in violation of any provisions of its charter or of the laws of the State of Minnesota, and there are no material actions, suits, or proceedings pending, or to its knowledge threatened, before any judicial body or governmental authority against or affecting it and is not in default with respect to any order, writ, injunction, decree, or demand of any court or any governmental authority which would impair its ability to enter into this Grant Agreement or any document referred to herein, or to perform any of the acts required of it in such documents.

G. Neither the execution and delivery of this Grant Agreement or any document referred to herein nor compliance with any of the terms, conditions, requirements, or provisions contained in any of such documents is prevented by, is a breach of, or will result in a breach of, any term, condition, or provision of any agreement or document to which it is now a party or by which it is bound.

H. The Grantee will not violate any applicable zoning or use statute, ordinance, building code, rule or regulation, or any covenant or agreement of record relating thereto.

J. The Grant Program will be conducted in full compliance with all applicable laws, statutes, rules, ordinances, and regulations issued by any federal, state, or other political subdivisions having jurisdiction over the Grant Program.

K. It has complied with the financial responsibility requirements contained in **Exhibit A (Grant Application)**.

L. The Grant Program will be conducted substantially in accordance with **Exhibit A (Grant Application)** by the Completion Date as stated in **Exhibit A (Grant Application)**.

M. It shall furnish such satisfactory evidence regarding the representations described herein as may be required and requested by the Met Council.

3. Time.

Grantee must comply with all time requirements described in this Grant Agreement.

4. Eligible Costs.

Eligible costs are those costs incurred by parties within the jurisdiction of the Grantee generally only for sewer service lateral repairs or replacements and foundation drain disconnections as described in **Exhibit A (Grant Application)**. The Grantee shall not be reimbursed for non-eligible costs. Any cost not defined as an eligible cost or not included in the Grant Program or approved in writing by the Council is a non-eligible cost.

5. Consideration and Payment.

5.1 The Met Council will reimburse Grantee for eligible costs performed by the Grantee during the Grant Period in an amount of up to the prequalified work's grant amount ("Grant Amount"). The Met Council shall bear no responsibility for any cost overruns that may be incurred by the Grantee or subrecipients of any tier in the performance of the Grantee Program. The initial Grant amount to Grantee under this Grant Agreement is .

5.2. **Advance.** The Met Council will make no advance of the Grant Amount to Grantee. The disbursement of the Grant Amount shall be in the form of reimbursement for eligible costs as provided ahead in this Section 5.

5.3. **Payment.** To obtain payment under this Grant Agreement, the Grantee shall submit a Reimbursement Request/Progress Report on forms provided by or acceptable to the Met Council. Reimbursement Request/Progress Reports may be submitted once per quarter after this grant agreement has been executed. The Grantee shall describe its compliance with its the financial requirements and construction work completed and specific addresses where work was undertaken in connection with the grant and shall provide sufficient documentation of grant eligible expenditures and such other information as the Met Council's staff reasonably requests. The Met Council will promptly pay the Grantee after the Grantee presents to the Met Council a Reimbursement Request/Progress Report and an itemized invoice for all eligible services actually performed and the Met Council's Authorized Representative accepts the invoiced services.

6. Conditions of Payment.

6.1. The Grantee must certify to the Council that work at each site for which payment is requested is done, that Grantee has received receipts for such work, that the work was not performed in violation of federal, Met Council, or local law or regulation and that Grantee has issued the appropriate permits for the work completed in the Grant Program.

6.2. **Conditions Precedent to Any Reimbursement Request.** The obligation of the Met Council to make reimbursement payments hereunder shall be subject to the following conditions precedent:

A. The Met Council shall have received a Reimbursement Request/Progress Report for such amount of funds being requested for which the amounts for each individual site have been pre-qualified by Met Council.

B. The Met Council shall have received evidence upon request, and in form and substance acceptable to the Met Council, that (i) the Grantee has legal authority to and has taken all actions necessary to enter into this Agreement and (ii) this Agreement is binding on and enforceable against the Grantee.

C. No Event of Default under this Grant Agreement or event which would constitute an Event of Default but for the requirement that notice be given or that a period of grace or time elapse shall have occurred and be continuing.

D. The Grantee has supplied to the Met Council all other items that the Met Council may reasonably require to assure good fiscal oversight of this grant program.

7. Authorized Representative.

The Met Council's Authorized Representative is:

Name: Ward Brown or successor
Title: Financial Analyst, MCES Pretreatment & Finance
Mailing Address: 390 North Robert Street
St. Paul, MN 55101
Phone: (651) 602-1263
E-Mail Address: ward.brown@metc.state.mn.us

or his successor and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the Met Council's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is:

Name: Jennifer Lowry, MN P.E.
Mailing Address: 2660 Civic Center Drive; Roseville, MN 55113
Phone: 651.792.7042
E-Mail Address: Jennifer.lowry@cityofroseville.com

If the Grantee's Authorized Representative changes at any time during this Grant Agreement, the Grantee must immediately notify the Met Council and within 30 days provide a new City resolution (if such resolution is necessary) specifying the new Representative.

8. Assignment, Amendments, Waiver, and Grant contract Complete.

8.1 Assignment. The Grantee may neither assign nor transfer any rights or obligations under this Grant Agreement without the prior consent of the Met Council and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Grant Agreement, or their successors in office.

8.2 Amendments. Any amendment to this Grant Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Grant Agreement, or their successors, or their delegatee in office.

8.3 Waiver. If the Met Council fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or its right to enforce it.

8.4 Grant Contract Complete. This Grant Agreement contains all negotiations and agreements between the Met Council and the Grantee. No other understanding regarding this Grant Agreement, whether written or oral, may be used to bind either party.

9. Liability and Insurance.

9.1 The Grantee and the Met Council agree that they will, subject to any indemnifications provided herein, be responsible for their own acts and the results thereof to the extent authorized by law, and they shall not be responsible for the acts of the other party and the results thereof. The liability of the Met Council is governed by the provisions contained in Minn. Stat. Chapter 466 as it may be amended, modified or replaced from time to time. The liability of the Grantee, including but not limited to the indemnification provided under Section 9.2 is governed by the provisions contained in such Chapter 466.

9.2 Indemnification by the Grantee. The Grantee shall bear all losses, expenses (including attorneys' fees) and damages in connection with Grantee's administration of the Grant Program and agrees to indemnify and hold harmless the Met Council, its agents, servants and employees from all claims, demands and judgments made or recovered against the Met Council, its agents, servants and employees, because of bodily injuries, including death at any time resulting therefrom, or because of damages to property, or others (including loss of use) from any cause whatsoever, arising out of, incidental to, or in connection with the Grant Program whether or not due to any act of omission or commission, including negligence of the Grantee or any contractor or their employees, servants or agents, and whether or not due

to any act of omission or commission (excluding, however, negligence or breach of statutory duty) of the Met Council, its employees, servants or agents.

Grantee further agrees to indemnify, save and hold the Met Council, its agents and employees, harmless from all claims arising out of, resulting from, or in any manner attributable to any violation by the Grantee, its officers, employees, or agents, or any provision of the Minnesota Government Data Practices Act, including legal fees and disbursements paid or incurred to enforce the provisions contained in Section 11.

The Grantee's liability hereunder shall not be limited to the extent of insurance carried by or provided by the Grantee, or subject to any exclusions from coverage in any insurance policy. For the avoidance of doubt, this provision does not impact the Grantee's liability limits established in Minnesota Statutes Chapter 466.

The Grantee shall maintain or require to be maintained adequate insurance coverage for the Grant Program in such amounts with such limits as it determines in good faith to be reasonable or in such amounts and with such limits as may be reasonably required for participating cities by the Met Council from time to time.

9.3 Relationship of the Parties. Nothing contained in this Grant Agreement is intended or should be construed in any manner as creating or establishing the relationship of co-partners or a joint venture between the Grantee and the Met Council, nor shall the Grantee be considered or deemed to be an agent, representative, or employee of the Met Council in the performance of this Grant Agreement, or the Grant Program.

The Grantee represents that it has already or will secure or cause to be secured all personnel, including any third-party contractor required for the performance of this Grant Agreement and the Grant Program. All personnel of the Grantee or other persons while engaging in the performance of this Grant Agreement the Grant Program shall not have any contractual relationship with the Met Council related to the work of the Grant Program and shall not be considered employees of the Met Council. In addition, all claims that may arise on behalf of said personnel or other persons out of employment or alleged employment including, but not limited to, claims under the Workers' Compensation Act of the State of Minnesota, claims of discrimination against the Grantee, its officers, agents, contractors, or employees shall in no way be the responsibility of the Met Council. Such personnel or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the Met Council, including but not limited to, tenure rights, medical and hospital care, sick and vacation leave, disability benefits, severance pay and retirement benefits.

10. Audits.

Under Minn. Stat. § 16C.05, subd. 5, the Grantee's books, records, documents, and accounting procedures and practices relevant to this grant contract are subject to examination by the Met Council and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the termination date of this Grant Agreement.

11. Government Data Practices.

The Grantee and Met Council must comply with the Minnesota Government Data Practices Act, Minn. Stat. Chapter 13, as it applies to all data provided by the Met Council under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Grant Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data

referred to in this clause by either the Grantee or the Met Council. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the Met Council.

12. Workers' Compensation.

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered Met Council employees. Any claims that may arise under the Minnesota Workers Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the Met Council's obligation or responsibility.

14. Governing Law, Jurisdiction, and Venue.

Minnesota law, without regard to its choice-of-law provisions, governs this Grant Agreement. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

15. Termination.

Either Party may cancel this Grant Agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment for services prequalified and satisfactorily performed before the termination notice.

16. Data Disclosure.

Under Minn. Stat. § 270C.65, subd. 3, and other applicable law, the Grantee consents to disclosure of its federal employer tax identification number, and/or Minnesota tax identification number, already provided to the Met Council, to federal and state tax agencies and Met Council personnel involved in the payment of Met Council obligations. Grantee will require compliance with this Section 16 by Grantee's contractor and shall submit evidence of such compliance to Met Council as requested.

17. Notices.

In addition to any notice required under applicable law to be given in another manner, any notices required hereunder must be in writing and shall be sufficient if personally served or sent by prepaid, registered, or certified mail (return receipt requested), to the business address of the party to whom it is directed. Such business address shall be that address specified below or such different address as may hereafter be specified, by either party by written notice to the other:

To the Grantee at:

To the Met Council at:

Metropolitan Council
390 Robert Street North
St. Paul, MN 55101
Attention: Ward Brown, Financial Analyst

With copy to:

MCES Budget Manager
Metropolitan Council Environmental Services
390 Robert Street North
St. Paul, MN 55101

MCES Finance Director
Metropolitan Council Environmental Services
390 Robert Street North
St. Paul, MN 55101

18. Prevailing Wages

The Grantee agrees to comply with all applicable provisions contained in chapter 177 of the Minnesota Statutes, and specifically those provisions contained in Minn. Stat. §§ 177.41 through 177.435, as they may be amended, modified or replaced from time to time with respect to the Grantee Program. By agreeing to this provision, the Grantee is not acknowledging or agreeing that the cited provisions apply to the Grantee Program.

19. Default and Remedies.

19.1 Defaults. The Grantee's failure to fully comply with all of the provisions contained in this Grant Agreement shall be an event of default hereunder ("Event of Default").

19.2. Remedies. Upon an event of default, the Met Council may exercise any one or more of the following remedies:

- a. Refrain from disbursing the Grant;
- b. Demand that all or any portion of the Grant already disbursed be repaid to it, and upon such demand the Grantee shall repay such amount to the Met Council.
- c. Enforce any additional remedies the Met Council may have at law or in equity.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed by their duly authorized representatives on or as of the date first above written.

METROPOLITAN COUNCIL

By: _____
Regional Administrator, successor, or delegate

Date: _____

GRANTEE:

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Printed Name and Title

Date: _____

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 10.f.

Department Approval



City Manager Approval



Item Description: Approve Final Contract Acceptance of the South McCarrons Wall Project

Background

On February 12, 2024, the City Council awarded the South McCarrons Retaining Wall Project to Veit & Company, Inc. The work for this contract was substantially finished in November of 2024 and the contractor has requested final payment. This project consisted of replacing the existing retaining wall, located on the south side of South McCarrons Boulevard West between Woodruff Avenue North and Woodruff Avenue West, which was originally constructed in the 1990's. Work included installation of soil nails, shotcrete, pouring of the concrete wall face, staining and painting.

Policy Objectives

City policy requires that the following items be completed to finalize a construction contract:

- Certification from the City Engineer verifying that all of the work has been completed in accordance with plans and specifications.
- A resolution by the City Council accepting the contract and beginning the two-year warranty.

Equity Impact Summary

There should be no equity impacts associated with this because the replacement of the retaining wall benefits the traveling public as a whole, without negative impacts to historically disadvantaged communities.

Budget Implications

The final contract amount of \$1,179,562.50 for construction is slightly higher than the original contract amount of \$1,176,720.50. There was a \$2,842.00 change order to televise sanitary services to ensure no damage was done during the soil nail installation.

Other project costs included:

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- Design, Construction Observation and Material Testing - \$148,473.95

Overall, the project came in slightly under budget as the final construction amount to be paid will be \$1,177,021.50.

This project was funded using Municipal State Aid funds.

Staff Recommendations

Since all necessary items have been completed in accordance with project plans and specifications, staff recommends the City Council adopt a resolution approving final contract acceptance of the South McCarrons Retaining Wall Project and authorize final payment of \$152,931.48.

Requested Council Action

Consider adoption of a resolution approving final contract acceptance of the South McCarrons Retaining Wall Project.

Prepared by: Erik Henriksen, Assistant City Engineer

- Attachments:**
1. Resolution
 2. City Engineer Certification

48

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 25th day of November, 2024, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 25th day of November, 2024.

Patrick Trudgeon, City Manager

(SEAL)



December 2, 2024

TO THE CITY COUNCIL, CITY OF ROSEVILLE, MINNESOTA

RE: South McCarrons Retaining Wall Project (#22-22)
Contract Acceptance and Final Payment

Dear Council Members:

I have observed the work executed as a part of the South McCarrons Retaining Wall Project. I find that this contract has been fully completed in all respects according to the plans, specifications, and the contract. I, therefore, recommend that final payment be made from the improvement fund to the contractors for the balance on the contract as follows:

Original Contract amount (including change orders)	\$1,179,562.50
Actual amount due (including change orders)	\$1,177,021.50
Previous payments	\$1,024,090.02
Balance Due	\$152,931.48

The construction costs for this project have been funded as follows:

Municipal State Aid Funds	\$1,177,021.50
---------------------------	----------------

Please let me know if you have any questions, concerns or would like more information.

Sincerely,

Jennifer Lowry, MN P.E.
City Engineer/Asst. Public Works Director
651-792-7042
Jennifer.lowry@cityofroseville.com

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 10.g.

Department Approval



City Manager Approval



Item Description: Approve Solar on Public Buildings Round 2 Readiness Assessment and Grant Application

1
2 **Background**

3 In 2023, the Minnesota Legislature established the Solar on Public Buildings (SPB) Grant
4 Program (Minn. Stat. § 216C.377). The purpose of this program is to provide grants to
5 stimulate the installation of solar energy systems on public buildings. The Department of
6 Commerce will administer \$4.3M in grants to local governments in Xcel Energy electric
7 service territory through at least two funding rounds.

8
9 Grants will be awarded for up to 70% of the project costs (dependent on the government's
10 financial capacity) for a solar array that is built on or adjacent to a public building and is the
11 lesser of 40kW system capacity or 120% of the building's annual energy consumption.

12
13 Staff proposes pursuing an application to install rooftop photovoltaic (PV) solar to our water
14 booster station located at 706 Shryer Avenue West, which uses an average of 673,185
15 kWh of electricity per year (averaged from 2021 – 2023 usage).

16
17 The application process requires applicants to submit a readiness assessment for their
18 proposed project(s), which includes a letter signed by an authorized representative from a
19 unit of government indicating approval to pursue the grant application.

20
21 **Policy Objectives**

22 Roseville set forth climate goals to reduce greenhouse gas emissions by 80% by 2050,
23 relative to 2005 levels, as well as to generate 25% of City operations from on-site
24 renewable energy by 2040. Currently, we generate approximately 5.5% of City operations
25 electricity using rooftop solar energy on three City buildings and adding a 40kW system on
26 the booster station would increase onsite generation to approximately 6.9% of the City's
27 annual electricity usage.

28
29 **Equity Impact Summary**

30 There should be no equity impacts associated with this project.

31
32 **Budget Implications**

Grant eligibility is based on City financial capacity, and based on our tax capacity of \$1,979 per capita, Roseville is eligible for 60% of project costs, up to a maximum of \$72,000. A 40kW system has an estimated cost of \$125,000, and Roseville would qualify for the maximum \$72,000, leaving a remainder of approximately \$53,000. Roseville is also eligible for a 30% elective pay credit on the project, along with an additional 10% bonus credit if the PV panels are manufactured domestically.

The 2025 Capital Improvement Plan has \$400,000 for improvements on the booster station. The improvements planned include replacement of the roof, adding fencing, cameras and noise attenuation. If the solar grant is awarded, there should be adequate funds available to add solar to the roof as part of the project.

Staff Recommendations

Staff recommends Council authorize the application for the Solar on Public Buildings grant program.

Requested Council Action

Adoption of a resolution authorizing the City Manager to apply for the Minnesota Solar on Public Buildings grant program.

Prepared by: Noelle Bakken, Sustainability Specialist

Attachments: 1. Resolution
2. Letter of Approval

**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 25th day of November, 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.

**RESOLUTION REQUESTING APPROVAL TO APPLY FOR SOLAR ON PUBLIC
BUILDINGS ROUND 2 GRANT FUNDING**

WHEREAS, the Roseville City Council is committed to reducing greenhouse gas emissions by 80% by 2050, relative to 2005 levels, as well as to generating 25% of City operations from on-site renewable energy by 2040; and

WHEREAS, Roseville currently generates approximately 6% of City electricity usage with rooftop solar energy; and

WHEREAS, the Minnesota Legislature established the Solar on Public Buildings (SPB) Grant Program (Minn. Stat. § 216C.377). The purpose of this program is to provide grants to stimulate the installation of solar energy systems on public buildings. The Department of Commerce will administer \$4.3M in grants to local governments in Xcel Energy electric service territory through at least two funding rounds.

NOW, THEREFORE, BE IT RESOLVED that the City Manager is authorized to apply to the Minnesota Department of Commerce Solar on Public Buildings Grant Program and that, if received, funding will be used to install rooftop solar photovoltaic panels at 706 Shryer Avenue West.

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, 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 25th day of November, 2024, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 25th day of November, 2024.

Patrick Trudgeon, City Manager



11/25/2024

Minnesota Department of Commerce
87 7th Place East, Suite 280
Saint Paul, MN 55101

To Whom It May Concern:

I am pleased to support City of Roseville staff in their application for the second round of Solar on Public Buildings grant funding.

Investing in on-site solar energy at 706 Shryer Avenue West closely aligns with the City's sustainability goals, including our goal to reduce greenhouse gas emissions by 80% by 2050 relative to 2005 levels, and our goal to generate 25% of our electricity usage with on-site renewable sources. Roseville has prioritized sustainability for years, demonstrated by installing on-site solar on three other City buildings, participating in programs like Partners in Energy and GreenStep Cities, and hiring a full-time sustainability staff member to manage these programs.

The building at 706 Shryer Avenue West is Roseville's water booster station that is due to receive numerous improvements in the next year's capital improvement plan (CIP), including a new roof. It uses over 670,000 kWh of electricity annually, and a 40kW photovoltaic rooftop system would generate approximately 8% of that electricity usage or 55,961 kWh.

I strongly support the efforts of City of Roseville staff to seek funding from the Solar on Public Buildings program to support a solar photovoltaic installation at 706 Shryer Avenue West.

Sincerely,

Patrick Trudgeon
City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 10.h.

Department Approval



City Manager Approval



Item Description: Authorize the Ramsey County Cooperative Agreement for the Lake Josephine Outfall Project

Background

The City of Roseville works closely and partners with our watershed districts, Ramsey County, and MnDOT on stormwater projects that improve and protect water quality of local resources, and also manage the rate and volume of stormwater to reduce drainage and flooding issues.

Roseville has a section of storm sewer in the Hamline & Clarmar neighborhood that drains through a County-owned storm sewer pipe that outlets into Lake Josephine (Attachment 2). This pipe has been repaired and modified over the years and continues to require additional work to keep the pipe functioning as intended. The storm sewer is now to the point where it needs to be removed and replaced.

The proposed project would be constructed in 2025 prior to a Ramsey County mill and overlay project. Aspects of the project include removal of the existing storm sewer, abandoning some storm sewer in place, adding larger storm sewer pipes to alleviate some local drainage issues, and realigning the storm sewer outlet to Lake Josephine. The proposed realignment would also be constructed under a new easement that would be owned by Ramsey County.

Typical funding for these types of projects with Ramsey County are based on drainage area percentages. Roseville's drainage going to this pipe makes up 70% of the area, and Ramsey County's is 30%. With this being a special project due to the new easement and existing storm sewer layout, Roseville will pay a flat amount of \$250,000. This amount equates to 15% of the total estimated project cost of \$1,623,903 (Attachment 1).

Partnering on this project with Ramsey County will help improve Roseville's overall drainage in this area of the city. There are several known issues in this area where the new storm sewer will help alleviate. There are still additional issues that aren't solved by this project, but the new storm sewer will also provide future options for Roseville to make additional storm sewer improvements up stream.

33 The City Attorney has reviewed the attached agreement.

34

35 **Policy Objectives**

36 It is City policy to keep City-owned infrastructure in good operating condition, to keep
37 systems operating in a safe condition, and to partner with our local agencies to improve
38 and protect the local water resources within the city of Roseville.

39

40 **Equity Impact Summary**

41 There should be no equity impacts associated with this project. The storm sewer
42 improvements will help all residents that live in this area equally.

43

44 **Budget Implications**

45 The City’s cost participation will be \$250,000, which is 15% of the total project cost of
46 \$1,623,903. The remaining costs will be paid for by Ramsey County. Roseville’s portion will
47 be paid out of the Storm Water Fund.

48

49 **Staff Recommendations**

50 Staff recommends Council approve the Ramsey County Cooperative Agreement for the
51 Lake Josephine Outfall project.

52

53 **Requested Council Action**

54 Approve the Ramsey County Cooperative Agreement for the Lake Josephine Outfall
55 project.

56

57

Prepared by: Ryan Johnson, Environmental Manager

Attachments: 1. Agreement
2. Project Location Map

58

RS160\10\987483.v2

Agreement PUBW2024-14(R)

**RAMSEY COUNTY
COOPERATIVE AGREEMENT
WITH THE CITY OF ROSEVILLE FOR
Drainage Reconstruction Project along Hamline Avenue North (County State Aid
Highway 50) at the intersection with Clarmar Avenue West
P6026**

Total Project Cost: \$1,623,903
City of Roseville Cost: \$250,000.00

Attachments:
A – Engineer's Estimate
B – Cost Participation

This Agreement is between the City of Roseville, a municipal corporation ("City") and Ramsey County, a political subdivision of the State of Minnesota, ("County") for the reconstruction of a drainage system at the intersection of Hamline Avenue North and Clarmar Avenue West ("Project").

RECITALS

1. The Project is identified in Ramsey County's 2024 – 2025 Transportation Improvement Program.
2. Hamline Avenue North, in the area affected by reconstruction, is designated County State Aid Highway (CSAH) 50.
3. The Project has been designated by the Minnesota Department of Transportation (Mn/DOT) as eligible for County State Aid Highway funds.
4. The subject road segment is located within the City.

AGREEMENTS

1. Responsibility for Design Engineering
 - 1.1. Plans, specifications, and proposals will be prepared in accordance with Mn/DOT State Aid requirements.
 - 1.2. The County will prepare plans, specifications, and proposals for the Project, which will include, among other things, the proposed reconstruction, alignment, profiles, grades, cross sections, paving, concrete curb and gutter, retaining wall, storm sewer, stormwater treatment and infiltration basins, pedestrian curb ramps, turf establishment, pavement marking, signing, street lighting, and utility replacement and adjustments.

- 1.3. Plans for the Project showing proposed construction will be presented to the City and will be on file at Ramsey County Public Works Department.
 - 1.4. Any costs associated with Project revisions after the completion of plans and specifications will be paid for by the party requesting the revisions. Revisions are subject to approval by the County.
2. Responsibility for the Right of Way Plan and Acquisition
 - 2.1. The County will prepare a right of way acquisition plan showing easements and other property interests required for construction of the project in accordance with Mn/DOT State Aid standards.
 - 2.2. The County will acquire the proposed easements and right of way in accordance with Mn/DOT State Aid requirements.
3. Procurement and Award of Contract
 - 3.1. The County will take bids in accordance with state law and County procedures.
 - 3.2. The County will award a contract and pay the contractor from the County State Aid Highway, Municipal State Aid Highway, and local funds identified for the Project.
4. Responsibility for Construction Engineering
 - 4.1. The County shall perform or contract the performance of the construction engineering for all elements of the Project.
5. Project Costs
 - 5.1. Except as provided herein, the County and City will participate in the costs of construction in accordance with the Ramsey County Cost Participation Policy and approved in the 2024 – 2025 Ramsey County Transportation Improvement Plan. If there is a conflict between the Cost Participation Policy and this Agreement, this Agreement will prevail.
 - 5.2. The City will pay up to a total of \$250,000 towards all costs related to the construction of the new storm sewer trunk line from the intersection of Hamline Avenue and Clarmar to Lake Josephine, including utility relocations, restoration, Prorated items (as defined herein) and other such work necessary to construct the sewer trunk line (the “Project Costs”).

As part of the Project Costs, the City will contribute a pro-rata share of the following costs: the cost of mobilization, an Erosion Control Supervisor, and

Traffic Control (the "Prorated Items"). The percentage of the City's contribution will be equal to the percentage of work performed on the Prorated Items related to the Project as compared to the total amount of work performed.

5.3. Design Engineering Costs

5.3.1. The County will pay 100% of the design engineering fee.

5.4. Right of Way Acquisition Costs

5.4.1. Right of way acquisition costs including payment to owners, relocation assistance, appraisal fees, and other related costs of acquiring right of way for the Project will be 100% by the County.

5.5. Construction Engineering Costs

5.5.1. Construction engineering and administration fees shall be paid for by the County.

6. Payment Schedule

6.1. The County will invoice the City for Project Costs as such costs are incurred on a monthly basis or less often as determined by the payment schedule for the contractor.

6.2. Payment will be made within 30 days of receipt of an invoice.

7. Ownership and Maintenance Responsibility for Project Elements

7.1. Ownership and Maintenance Responsibility of the Roadway

7.1.1. The County will own and maintain the roadway and associated roadway element's location within the County Right of Way, except as detailed below.

7.2. Ownership and Maintenance Responsibility of the Storm Sewer (*catch basins and leads, main, infiltration systems, ponding, water treatment*)

7.2.1. The County shall own the following components of the storm sewer system:

- i. Trunk line
- ii. Trunk line manholes
- iii. Surface drains located outside of the County road right-of-way and associated leads
- iv. Trunk line outfalls
- v. Aprons

- vi. Riprap
- vii. BMP(s)
- viii. Retaining wall

7.2.2. In addition to the components of the storm sewer system as outlined above the County shall maintain the landscape, and lawn care from roadway to Lake Josephine's shoreline.

7.3. Maintenance and ownership of the Retaining Wall.
The County will own and maintain the retaining wall.

7.4. Maintenance and ownership of the easement.
The County will own and maintain the easement.

8. The City grants the County temporary construction permits over all City owned rights-of-way and property within the limits of the Project for use during construction at no cost to the County.
9. The City and County shall indemnify, defend, and hold each other harmless against any and all liability, losses, costs, damages, expenses, claims, or actions, including attorney's fees, which the indemnified party, its officials, agents, or employees may hereafter sustain, incur, or be required to pay, arising out of or by reason of any act or omission of the indemnifying party, its officials, agents, or employees, in the execution, performance, or failure to adequately perform the indemnifying party's obligation pursuant to this Agreement. Nothing in this Agreement shall constitute a waiver by the County or the City of any statutory or common law immunities, limits, or exceptions on liability.
10. This Agreement shall remain in full force and effect until terminated by mutual agreement of the parties.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY BLANK.

CITY OF ROSEVILLE, MINNESOTA

By: _____
Patrick Trudgeon, City Manager

Date: _____

By: _____
Daniel Roe, Mayor

Date: _____

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RAMSEY COUNTY, MINNESOTA

County Manager

Date: _____

Approval recommended:

Director Public Works Department

Date: _____

Approved as to form:

Assistant County Attorney

Date: _____

ATTACHMENT A

PREPARED BY: BARR ENGINEERING COMPANY			SHEET:	1	OF	1
ENGINEER'S OPINION OF PROBABLE PROJECT COST (60% DESIGN LEVEL)			CREATED BY:	GGN	DATE:	8/27/2024
PROJECT: Josephine Outfall Design			CHECKED BY:	NDC	DATE:	8/27/2024
LOCATION: Roseville, MN						
PROJECT #: 23/62-1473.00						
ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT COST	ITEM COST	NOTES
1	Mobilization/Demobilization	L.S.	1	\$58,000.00	\$58,000.00	1,2,3,4,5
2	Traffic and Pedestrian Safety Control Measures	L.S.	1	\$10,000.00	\$10,000.00	1,2,3,4,5
3	Erosion and Sediment Control	L.S.	1	\$8,000.00	\$8,000.00	1,2,3,4,5
4	Control of Water	L.S.	1	\$25,000.00	\$25,000.00	1,2,3,4,5
5	Clearing and Grubbing	Acre	0.5	\$10,000.00	\$5,000.00	1,2,3,4,5
6	Existing Sanitary Sewer Crossing	Each	1	\$1,500.00	\$1,500.00	1,2,3,4,5
7	Remove Storm Pipe (All Types and Sizes)	L.F.	240	\$50.00	\$12,000.00	1,2,3,4,5
8	Remove Storm Structure (All Types and Sizes)	Each	2	\$1,000.00	\$2,000.00	1,2,3,4,5
9	Remove Tree (6" Dia. or Larger)	Each	17	\$750.00	\$12,750.00	1,2,3,4,5
10	Remove, Salvage, and Reinstall Existing Fence	L.F.	200	\$50.00	\$10,000.00	1,2,3,4,5
11	Remove, Salvage, and Reinstall Street Sign	Each	2	\$50.00	\$100.00	1,2,3,4,5
12	Remove, Salvage, and Reinstall Topsoil	C.Y.	250	\$10.00	\$2,500.00	1,2,3,4,5
13	Sawcut, Remove, and Replace Road Pavement	S.Y.	400	\$100.00	\$40,000.00	1,2,3,4,5
14	Sawcut, Remove, and Replace Concrete Curb	L.F.	50	\$50.00	\$2,500.00	1,2,3,4,5
15	Common Borrow Fill (CV)	C.Y.	200	\$25.00	\$5,000.00	1,2,3,4,5
16	Site Grading	S.Y.	2,000	\$15.00	\$30,000.00	1,2,3,4,5
17	Bulkhead Storm Sewer Pipe	Each	3	\$400.00	\$1,200.00	1,2,3,4,5
18	CLSM Fill Storm Sewer Pipe and Structures (Abandonment)	C.Y.	45	\$350.00	\$15,750.00	1,2,3,4,5
19	24" Dia. RCP	L.F.	64	\$120.00	\$7,680.00	1,2,3,4,5
20	30" Dia. RCP	L.F.	48	\$160.00	\$7,680.00	1,2,3,4,5
21	36" Dia. RCP	L.F.	360	\$225.00	\$81,000.00	1,2,3,4,5
22	36" Dia. RCP Flared End Section	Each	1	\$3,000.00	\$3,000.00	1,2,3,4,5
23	60" Dia. RC Structure and Casting	Each	1	\$6,000.00	\$6,000.00	1,2,3,4,5
24	72" Dia. RC Structure and Casting	Each	2	\$9,000.00	\$18,000.00	1,2,3,4,5
25	72" Dia. RC Structure and Casting, Special STMH-3	Each	1	\$30,000.00	\$30,000.00	1,2,3,4,5
26	Buried Utility Conflict Relocation	L.S.	1	\$30,000.00	\$30,000.00	1,2,3,4,5
27	Connect to Existing Pipe or Structure	Each	6	\$1,000.00	\$6,000.00	1,2,3,4,5
28	Construct Structural Retaining Wall and Footings	L.S.	1	\$180,000.00	\$180,000.00	1,2,3,4,5
29	Storm Inlet Casting Replacement	Each	3	\$1,800.00	\$5,400.00	1,2,3,4,5
30	Granular Filter Material (9" Depth)	Ton	10	\$60.00	\$579.60	1,2,3,4,5
31	Random Riprap Class III (18" Depth)	Ton	19	\$100.00	\$1,932.00	1,2,3,4,5
32	Import Topsoil	C.Y.	100	\$35.00	\$3,500.00	1,2,3,4,5
33	Seeding and Erosion Control Blanket	S.Y.	2,000	\$6.00	\$12,000.00	1,2,3,4,5
CONSTRUCTION SUBTOTAL					\$634,000.00	1,2,3,4,5,6
CONTINGENCY (30%)					\$190,000.00	6,7
CONSTRUCTION TOTAL					\$824,000.00	1,2,3,4,5,6
ACCURACY RANGE 10 % BELOW					\$742,000.00	1,2,3,4,5,6
ACCURACY RANGE 15 % ABOVE					\$948,000.00	1,2,3,4,5,6

Notes

¹ Quantities based on Design Work Completed (60%).

² Unit Prices Based on Information Available at This Time.

³ This design level (Class 2, 30%-70% design completion per ASTM E 2516-11) cost estimate is based on 60% designs, alignments, quantities and unit prices. Costs will change with further design. Time value-of-money escalation costs are not included. A construction schedule is not available at this time. Contingency is an allowance for the net sum of costs that will be in the Final Total Project Cost at the time of the completion of design, but are not included at this level of project definition. The estimated accuracy range for the Total Project Cost as the project is defined is -10% to +15%. The accuracy range is based on professional judgement considering the level of design completed, the complexity of the project and the uncertainties in the project as scoped. The contingency and the accuracy range are not intended to include costs for future scope changes that are not part of the project as currently scoped or costs for risk contingency. Operation and Maintenance costs are not included.

⁴ Estimate assumes that projects will not be located on contaminated soil.

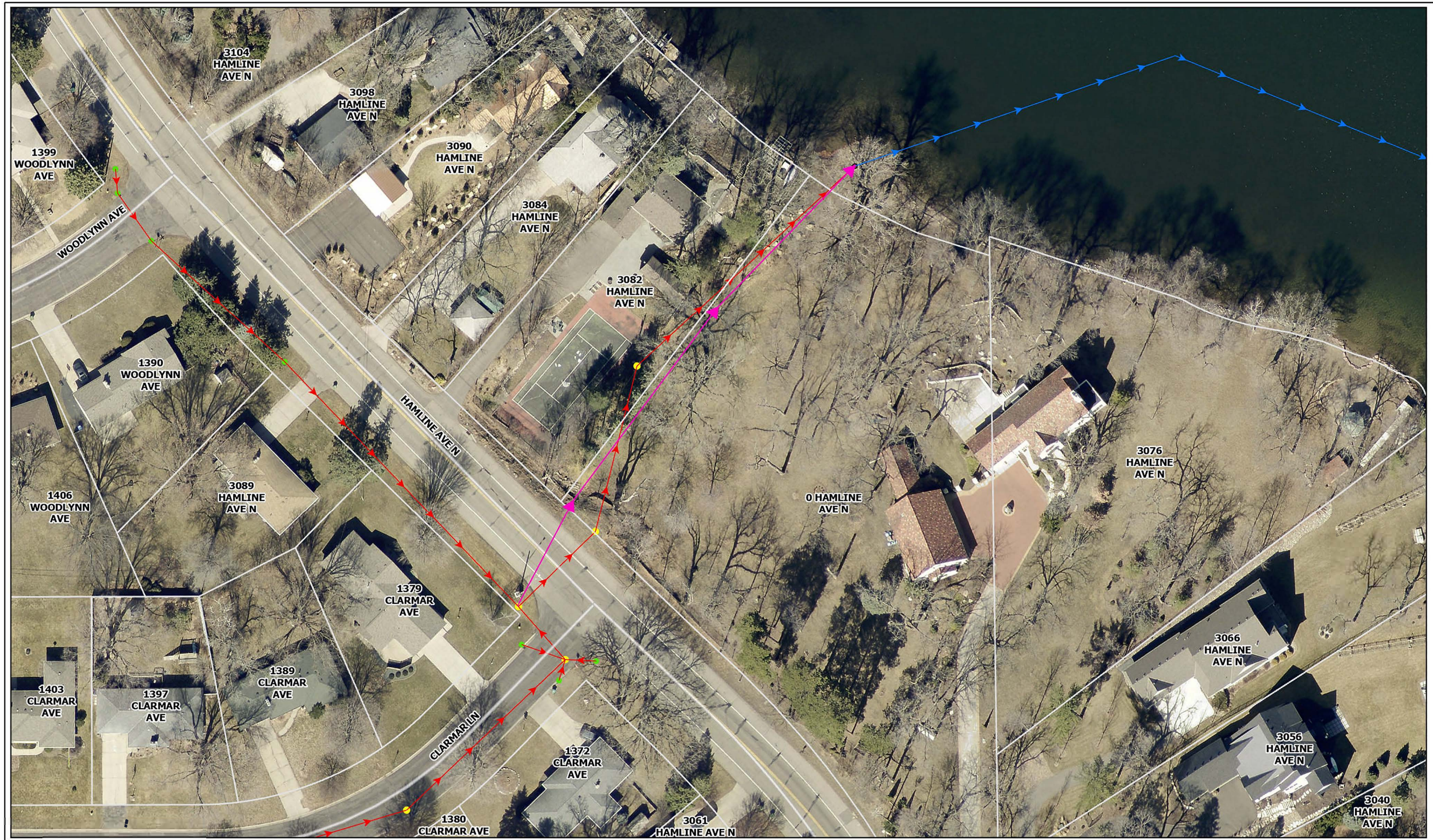
⁵ The estimated costs do not include maintenance, monitoring or additional tasks following construction.

⁶ Estimate costs are reported to nearest thousand dollars.

⁷ This contingency includes the current uncertainty in bid prices, which have recently been elevated due to supply chain issues.

ATTACHMENT B

2025 WRE TIP													
P #	PROJECTS	Construction Cost	Engineer Cost (12%)	Confidence	Inflation	Estimate Year	Construction Year	County Participation	City Participation	Land Acquisition	2025 total Cost	2024 County Cost	2025 City Cost
P-6026	5210 Hamline at Clarmar	824000.00	98880.00	80%	6%	2024	2025	69.9%	22.0%	450000	1,623,903	1,134,923	250,000



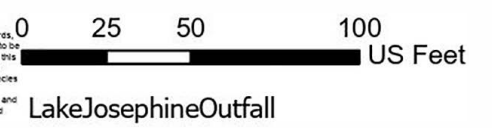
ROSEVILLE
Prepared by: Engineering Department
11/7/2024

**Lake Josephine Outfall
Hamline Ave. at Clarmar Ln.**

- Existing storm sewer
- Proposed storm sewer

Data Sources
* Ramsey County GIS (6/7/2022)
* City of Roseville Community Development
* City of Roseville Finance Department

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 651-782-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subc. 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.



ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 10.i.

Department Approval



City Manager Approval



Item Description: Approve Arden Hills Water Contract

Background

The City of Roseville has provided water to the City of Arden Hills continuously since 1963. The current agreement was approved in 2006 and expires December 31, 2024.

In anticipation of the water contract renewal, on November 28, 2022, the City Council approved an agreement with AE2s to assist the City in doing a Water System Analysis study. One of the major tasks of the study was to analyze how the city charges Arden Hills to make sure it was fair and accurate for the costs to supply water to them. Under the existing contract, the city currently has a spreadsheet that tries to capture the fixed costs of the water system that are associated with providing water to the City of Arden Hills. The spreadsheet has been updated every few years as costs have changed, but an overall analysis of the structure of the base rate and the assumptions into the spreadsheet have not been completed in at least 10 years. In early 2024, they completed the analysis and provided recommendations on how the new base rates and variable rates should be charged. These changes have been incorporated into the new agreement. Based on the updated analysis, looking at the 5-year average (318,000,000 gallons) of the water sold to Arden Hills, the city should generate approximately \$400,000 more revenue than last year. The new revenue is due to the water system analysis accounting for the overall costs of providing water service to Arden Hills more accurately.

With assistance from the City Attorney, the overall contract was updated to better reflect the current contract needs and to mimic the city's contract with St. Paul Regional Water Services (SPRWS). Some of the key changes to the contract:

- 5-year agreement – January 1, 2025 – December 31, 2030
- Monthly invoices instead of the current quarterly billing. Reflects how SPRWS invoices.
- Base monthly fee will be updated annually based on Cost Allocation Analysis Spreadsheet
 - Includes, but is not limited to, the cost of maintenance and depreciation on jointly used pumping, storage, distribution and control equipment, cost of reading and maintaining meters, cost of billing Arden Hills, and any legal or engineering cost in administering the contract.

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- Water Volume Charge will be updated annually based on the Cost Allocation Analysis Spreadsheet and will be used to calculate the cost of the Water Volume Charge in addition to the charges by St. Paul.
 - Previously, the rate was only the SPRWS rate with no add on.
- Base and water volume charges will be updated annually by October 1.

The Arden Hills City Council approved the contract at their October 28, 2024 City Council meeting.

Policy Objectives

It is City policy to keep City-owned infrastructure in good operating condition and to keep systems operating in a safe condition.

Equity Impact Summary

There should be no equity impacts associated with this agreement.

Budget Implications

The 2024 budget included planned revenue from Arden Hills in the amount of \$1,200,000. Based on the updated water contract rates determined by the Cost Allocation Analysis, looking at the 5-year average of the water sold to Arden Hills, the City should generate approximately \$400,000 more revenue than last year. The proposed 2025 budget reflects this amount as \$1,639,507. This budgeted amount was used in the recent Utility Rate Study by Ehlers and is one of the reasons the utility rates did not need to increase as much as previous utility rate studies had suggested.

Staff Recommendations

Staff recommends the Council approve the Contract for Water Services with the City of Arden Hills.

Requested Council Action

Motion to approve the Contract for Water Services with City of Arden Hills.

Prepared by: Jesse Freihammer, Public Works Director

- Attachments:**
- 1. Water Contract 2025-2027
 - 2. Existing Arden Hills Water Contract
 - 3. Existing SPRWS Contract
 - 4. Cost of Service Analysis Memo

CONTRACT FOR WATER SERVICES
Between
THE CITY OF ROSEVILLE, MINNESOTA
and
CITY OF ARDEN HILLS, MINNESOTA

This **CONTRACT**, made and entered into this _____ day of _____, 2024, is entered into by and between the **CITY OF ROSEVILLE** (“Roseville”), a municipal corporation under the laws of the State of Minnesota, and the **CITY OF ARDEN HILLS** (“Arden Hills”), a municipal corporation under the laws of the State of Minnesota, together the “Parties.”

WITNESSETH:

WHEREAS, Minnesota Statute 471.59 authorizes political subdivisions of the State to enter into Cooperative Service Agreements for the joint exercise of powers common to each; and

WHEREAS, it is the intention of the Parties that Roseville shall sell water to Arden Hills; and

WHEREAS, Roseville is a party to a certain contract for water services with the Board of Water Commissioners of the City of St. Paul (“St. Paul”), a copy of current said contract is attached as Exhibit A, and made a part hereof by reference; and

WHEREAS, Roseville has provided water to Arden Hills continuously since 1963; and

WHEREAS, Roseville and Arden Hills desire to continue this relationship.

NOW, THEREFORE, be it agreed by and between the parties hereto:

SECTION I
TERM

- A. This agreement shall commence January 1, 2025, and shall remain in force and effect until December 31, 2030, and shall automatically renew for an additional 5-year period unless terminated by either party pursuant to Section II(B). The Parties shall review the agreement periodically, but no later than once every two (2) years to review rates and changes in circumstance.

SECTION II TERMINATION

- A. Roseville shall have the right to terminate this contract in the event Arden Hills fails to pay charges to which Roseville is entitled under this contract; Roseville gives written notice to Arden Hills setting forth the default; and Arden Hills, within sixty (60) days, fails to redeem or demand arbitration pursuant to Section XI if the amount is disputed.
- B. At least one (1) year before the expiration of the term of this Agreement, the Parties will review the City's performance and costs and discuss in good faith whether to renew the Agreement for an additional five (5) year term, or terminate the contract by mutual consent. This shall be the term expiration procedure until the parties otherwise decide.

SECTION III WATER SERVICE

- A. Roseville agrees to furnish and deliver to Arden Hills its water requirement on a demand basis. Demand basis is defined as a continuous supply of water for 24 hours a day at the Roseville line pressure. Arden Hills shall provide supplemental pumpage to meet pressure requirements for the Arden Hills system.
- B. Roseville agrees to supply Arden Hills with the water which shall be the same treated water supplied by St. Paul, and Roseville undertakes no responsibility for the quality of said water other than transmitting it to Arden Hills with reasonable care to prevent contamination and pollution.
- C. Roseville's obligation to supply water on a demand basis is qualified by the requirement that Arden Hills maintain peak hour storage with the necessary regulatory apparatus to permit each city to temporarily operate off the other's water tower during periods when one tower is out of service for painting, repairing, or similar reasons. Arden Hills shall maintain the construction requirement herein by submitting to Roseville any plans for modifications of the pump control system within Arden Hills which can be used to operate Roseville's booster pump control system. Such plans and specifications shall be deemed approved by Roseville unless written objection hereto is made by Roseville within 20 days after receipt of the same.
- D. During such periods that the meters measuring water flow to and from Arden Hills are inoperable or out of service for repair, the volume of water for which Arden Hills must pay Roseville shall be determined from an equal period just preceding and just following the temporary period.
- E. Arden Hills acknowledges and agrees that water service can be interrupted due to, among other things, main breaks, equipment failures, weather conditions, maintenance, repairs or improvements. Therefore, Roseville cannot guarantee that there will be no interruptions in service, or that any specific pressures or fluctuations in pressure will or will not occur. Arden Hills agrees that Roseville shall not be liable or responsible for any losses or damages, consequential or otherwise, resulting from any such interruptions in service or fluctuations in pressure.

**SECTION IV
FINANCIAL OBLIGATION OF ARDEN HILLS**

- A. Arden Hills agrees to indemnify Roseville for all costs Roseville is obligated to pay for increasing the capacity of supply lines resulting from Arden Hills' needs.
- B. Arden Hills shall have the same option payment plan to pay Roseville that Roseville has to pay St. Paul, according to the attached Exhibit A. Roseville agrees to use its best efforts to notify Arden Hills of all communications it receives from the City of St. Paul bearing upon this financial obligation. The Parties agree that rates could increase as a result of modifications to Exhibit A, and the Parties agree that the rates will be adjusted accordingly.

**SECTION V
SERVICE BY ROSEVILLE TO OTHER MUNICIPALITIES**

- A. Roseville agrees it will not sell water to any municipality until the other municipality agrees to the arrangement stated herein. In the event Roseville is required to increase water capacity as provided in Section IV and the water requirement of Roseville and Arden Hills at all pertinent times is less than 28 million gallons per day, then the new municipality shall have the same obligation of indemnification of Roseville that is assumed by Arden Hills in Section IV herein. The obligation of the new municipality shall be an obligation between Arden Hills and the new municipality, and the new municipality shall indemnify Arden Hills against any cost or claim, including attorneys' fees, incurred by Arden Hills under said Section IV.
- B. In the event Roseville is required to increase water capacity pursuant to Section III under circumstances other than as set Section V(A) forth in the preceding paragraph, then the cost assumed by Arden Hills and the new municipality shall be on the basis of peak potential usage of water by Arden Hills and the new municipality.

**SECTION VI
WATER RATES AND TIME OF PAYMENT**

- A. Roseville shall submit a statement of charges to Arden Hills monthly. Arden Hills shall pay the same within thirty (30) days of receipt.
- B. The rates for water sold by Roseville to Arden Hills under this Agreement ("Charges") shall consist of three components:
 - 1. Water Service Base Fee
The Water Service Base Fee is intended to recover the fixed costs incurred by Roseville for its provision of water to Arden Hills, including but not limited to, the cost of maintenance and depreciation on jointly used pumping, storage, distribution and control equipment, cost

of reading and maintaining meters, cost of billing Arden Hills, and any legal or engineering cost in administering the contract. The Water Service Base Fee shall be charged monthly. Fees are based on the 2023 Service to Arden Hills Cost of Service Analysis (“2023 Study”), attached as Exhibit B. The Associated Cost Allocation Analysis spreadsheet will be used to calculate the Water Service Base Fee. This will be updated annually with new Roseville water budget items.

2. Water Volume Charge

The Water Volume Charge is the average cost per 100 cubic feet or per 1,000 gallons of water per month charged to Roseville by St. Paul. The 2023 Study, attached as Exhibit B, and the associated Cost Allocation Analysis spreadsheet will be used to calculate the cost of the Water Volume Charge in addition to the charges by St. Paul. The Charge will be updated annually with new Roseville water budget items. The Water Volume Charge shall be charged at the same time and frequency as the Water Service Base Fee.

3. Additional Charges

Additional charges will be added to the utility bill for Arden Hills hydrants on the unmetered supply area and one-time project costs not covered in the Water Service Base Fee or Water Volume Charge. These include but are not limited to:

- a) Master Meter costs and distribution system upsizing requested by Arden Hills.
- b) Costs set forth in Section IX.
- c) Arden Hills shall pay Roseville \$100.00 per year for each fire hydrant in Arden Hills on an unmetered supply.

- C. The parties agree to review the Charges annually. Costs are pursuant to Section IV(B)1-3. Roseville will provide the final proposed Water Service Base Fee and Water Volume Charges to Arden Hills for the following year by October 1st before the rates go into effect on January 1st of the following year.
- D. Notwithstanding the above, if, whether as a result of such review or otherwise, Roseville or St. Paul changes its retail billing structure in any way, either of its own accord or at the requirement of other governmental entities, Roseville and Arden Hills agree that the Charges will be adjusted. All reasonable effort shall be taken to make sure this adjustment shall not harm Arden Hills by increasing Arden Hill’s overall cost or harm Roseville by decreasing the Roseville’s overall revenue under the contract.

SECTION VII METER READINGS AND BILLING

- A. Monthly reading of the master meter or meters at the point or points of delivery to Arden Hills shall be made by Roseville on the last working day of the month.
- B. Arden Hills shall supply a location for a meter pit at each point of connection other than what is covered in Section IX of this contract. The meter pit will be owned and maintained by Roseville.

Roseville will install master meters and radios. All costs of meters, installation, and maintenance shall be paid by Arden Hills. Roseville will undertake all reading and maintenance of these meters. Costs for meter maintenance is included in the Water Service Base Fee. The cost for infrastructure components at the meter pits shall be paid by Arden Hills as Additional Charges.

SECTION VIII CAPITAL COSTS

- A. All additional capital costs incurred in Roseville or in Arden Hills by reason of service to Arden Hills shall be borne by Arden Hills. These will be invoiced to Arden Hills as Additional Charges. The Parties will enter into a joint powers agreement for each capital project to identify cost breakdown and responsibility.
- B. Any capital costs which will benefit both Arden Hills and Roseville shall be identified in Roseville's Capital Improvement Plan (CIP). The Cost Allocation Analysis spreadsheet created by the Cost-of-Service Study will be updated annually with updated CIP items. This will annually adjust the Water Service Base Fee and Water Volume Charge for Arden Hills.
 - 1. CIP costs
CIP costs may include, but are not limited to, the following:
 - a) Water Booster Station
 - b) Water Tower
 - c) Water Transmission/Distribution

SECTION IX ARDEN HILLS WATER SYSTEM NOT SUBJECT TO THE MASTER METERS

- A. It is anticipated that some residents of Arden Hills will receive water service directly from Roseville without going through the master meters of Arden Hills. Exhibit C identifies the current area of service and impacted households. Each impacted household shall have a meter supplied by Arden Hills and said meter shall be maintained and read by Arden Hills personnel monthly. The monthly readings shall be supplied to Roseville by the 15th of the month and added to the following months bill for Arden Hills.
- B. Roseville shall determine the water usage of each customer using Arden Hills' readings and shall add the amount to the master meters as part of the Water Volume Charge.
- C. Arden Hills shall not draw water out of any fire hydrants in Arden Hills that do not go through the master meter of Arden Hills, except on the following basis:
 - 1. Firefighting
For firefighting purposes

2. Water System Flushing

For flushing the Arden Hills water system

3. Consent

Until authorization is obtained from Roseville, Roseville shall grant permission only when the water draw-off is metered.

SECTION X REGULATIONS

- A. Exhibit A contains a series of regulations which are required to be imposed upon Arden Hills pursuant to this Agreement. Arden Hills agrees to be bound by the regulations as set forth in Exhibit A.
- B. Arden Hills agrees to operate their water system and use all best practices to eliminate pressure spikes or other issues that would negatively affect the Roseville water system. Arden Hills agrees to commit no act which could jeopardize Roseville's contractual relationship with St. Paul and to take all reasonable affirmative acts to protect Roseville's contractual rights with St. Paul.
- C. Arden Hills agrees to adopt any reasonable ordinance requested by Roseville to protect the water facilities and water in Arden Hills.
- D. Arden Hills will not sell any water to any other municipality without first receiving permission from Roseville.

SECTION XI GENERAL TERMS

- A. **Arbitration.** In the event there is any dispute by the parties over the terms of this contract, both agree to be bound by arbitration, pursuant to Minnesota Statute, Chapter 572, and any subsequent amendments.
- B. **Force Majeure.** Neither party shall be held responsible for performance of this Agreement if the party's performance is prevented by acts or events beyond the party's reasonable control including, but not limited to, severe weather and storms, earthquakes, tornados or other natural occurrences, strikes and other labor unrest, power failures, electrical power surges or current fluctuations, nuclear or other civil or military emergencies, or acts of legislative, judicial, executive or administrative authorities.
- C. **Records.** All records kept by either Party with respect to the Agreement are subject to examination by representatives of each party. All data collected, created, received, maintained or disseminated for any purpose by Roseville or Arden Hills under this Agreement are governed by Minnesota Statutes, Chapter 13 ("Act"), and the Minnesota Rules implementing the Act.

- D. **Compliance with Laws and Regulations.** The Parties to comply with all federal, state and local laws or ordinances, and all applicable rules, regulations and standards established by any agency of such governmental units, insofar as they relate to the performance this Agreement.
- E. **Amendments or Modifications.** The Parties acknowledge that modifications to this Agreement may be necessary to ensure an effective, on-going working relationship. Any alterations, variations, modification, or waivers of provisions to this Agreement will only be valid when they have been reduced to writing and duly signed and attached to this Agreement.
- F. **Entire Agreement.** This Agreement represents the entire agreement between the Parties and supersedes all oral agreements and negotiations between the Parties relating to this Agreement. All exhibits and attachments to this Agreement are incorporated into the Agreement. If there is a conflict between the terms of this Agreement and any of the exhibits, the Agreement governs.
- G. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be considered an original.

IN WITNESS HEREOF, the undersigned parties have entered into this Agreement as of the date set forth.

CITY OF ROSEVILLE,
A municipal corporation of the
State of Minnesota

By: _____
Daniel Roe, Mayor

Date: _____

By: _____
Patrick Trudgeon, City Manager

Date: _____

CITY OF ARDEN HILLS

A municipal corporation of the
State of Minnesota

By: _____
 , Mayor

Date: _____

By: _____
 , City Administrator

Date: _____

Exhibit A
Current Board of Water Commissioners of the City of St. Paul

Exhibit B
2023 Service to Arden Hills Cost of Service Analysis

Exhibit C
Arden Hills Water System Which is not Subject to the Master Meters

CONTRACT FOR WATER SERVICES

Between the
CITY OF ROSEVILLE
and the
CITY OF ARDEN HILLS

This **CONTRACT**, made and entered into this 14th day of August 2006, is entered into by and between the **CITY OF ROSEVILLE** ("Roseville"), a municipal corporation under the laws of the State of Minnesota, and the **CITY OF ARDEN HILLS** ("Arden Hills"), a municipal corporation under the laws of the State of Minnesota.

WITNESSETH:

WHEREAS, it is the intention of the parties that Roseville shall sell water to Arden Hills; and

WHEREAS, Roseville is a party to a certain contract for water services with the Board of Water Commissioners of the City of St. Paul ("St. Paul"), a copy of said contract is attached as Exhibit "A", and made a part hereof by reference; and

WHEREAS, Roseville has been providing water to Arden Hills continuously since 1963; and

WHEREAS, Roseville and Arden Hills desire to continue this relationship.

NOW, THEREFORE be it agreed by and between the parties hereto:

SECTION I Period of Contract

- A) This Agreement shall remain in full force and effect until December 31, 2024, unless terminated earlier pursuant to Section II of this contract. The date of commencement of this contract shall be on the day that it is finally approved by Roseville, Arden Hills and St. Paul, as required under the terms of the contract between Roseville and St. Paul, a copy of which is attached.

SECTION II Termination

- A) Roseville shall have the right to terminate this contract in the event Arden Hills fails to pay charges to which Roseville is entitled under this contract; Roseville gives written notice to Arden Hills setting forth the default; and Arden Hills, within sixty days, fails to redeem or demand arbitration pursuant to Section XI if the amount is disputed.
- B) Either party shall have the right to terminate this contract upon the occurrence of any of the following events:
 - 1) If federal or state laws are enacted which substantially and adversely affect rights, duties or obligations of either party under this contract, but in the cancellation for such cause either party shall give the other party at least one year's written notice of cancellation, unless the giving of such notice by a party is prevented by the superior law referred to herein.

- 2) One party fails to comply with any obligation of this contract and the other party gives written notice setting forth the default; the defaulting party fails, within ninety days, to correct the default or demand arbitration pursuant to Section XI, if the default is disputed.
 - 3) Either party fails to comply with an award pursuant to Section XI.
 - 4) If the aforesaid contract, marked Exhibit "A" is terminated by either St. Paul or Roseville and in such event, a party seeking termination to the contract agrees to transmit to the other, any and all notices pertaining to such proposed termination.
- C) The right to terminate by either party shall not be an exclusive remedy and either party retains all remedies regardless of its decision to terminate.

SECTION III Water Service

- A) Roseville agrees to furnish and deliver to Arden Hills its water requirement on a demand basis. Demand basis is defined as a continuous supply of water for 24 hours a day at the Roseville line pressure. Arden Hills shall provide supplemental pumpage to meet pressure requirements for the Arden Hills system.
- B) Roseville agrees to supply Arden Hills with the water which shall be the same treated water supplied by St. Paul, and Roseville undertakes no responsibility for the quality of said water other than transmitting it to Arden Hills with reasonable care to prevent contamination and pollution.
- C) Roseville's obligation to supply water on a demand basis is qualified by the requirement that Arden Hills maintain peak hour storage with the necessary regulatory apparatus to permit each city to temporarily operate off the other's water tower during periods when one tower is out of service for painting, repairing, or similar reasons. Arden Hills shall maintain the construction requirement herein by submitting to Roseville any plans for modifications of the pump control system within Arden Hills which can be used to operate Roseville's booster pump control system. Such plans and specifications shall be deemed approved by Roseville unless written objection hereto is made by Roseville within 20 days after receipt of the same.
- D) During such periods that the meters measuring water flow to and from Arden Hills are inoperable or out of service for repair, the volume of water for which Arden Hills must pay Roseville shall be determined from an equal period just preceding and just following the temporary period.

SECTION IV Financial Obligation of Arden Hills

- A) Arden Hills agrees to indemnify Roseville for all costs Roseville is obligated to pay for increasing the capacity of supply lines resulting from Arden Hills' needs.
- B) Arden Hills shall have the same option payment plan to pay Roseville that Roseville has to pay St. Paul according to the attached exhibit A. Roseville agrees to use its best efforts to notify Arden Hills of all communications it receives from the City of St. Paul bearing upon this financial obligation.

SECTION V Service by Roseville to Other Municipalities

- A) Roseville agrees it will not sell water to any municipality until the other municipality agrees as follows: In the event Roseville is required to increase water capacity as provided in Section IV and the water requirement of Roseville and Arden Hills at all pertinent times is less than 28 million gallons per day, then the new municipality shall have the same obligation of indemnification of Roseville as is assumed by Arden Hills in Section IV hereof, which obligation of the new municipality shall be a primary obligation as between Arden Hills and the new municipality, and the new municipality shall indemnify Arden Hills against any cost or claim, including attorney's fees, incurred by Arden Hills under said Section IV.
- B) In the event Roseville is required to increase water capacity pursuant to Section IV hereof under circumstances other than as set forth in the preceding paragraph, then the cost assumed by Arden Hills and the new municipality shall be on the basis of peak potential usage of water by Arden Hills and the new municipality.

SECTION VI Water Rates and Time of Payment

- A) Roseville shall, monthly or quarterly, at its option, submit a statement of charges to Arden Hills. Arden Hills shall pay same within thirty days of receipt.
- B) Roseville shall determine the amount of the statement by adding the following items only:
 - 1) The average cost per 100 cubic feet or per 1,000 gallons of water per month charged to Roseville by St. Paul.
 - 2) All additional costs incurred by Roseville for the administration of this contract or transmitting water to Arden Hills, including but not limited to, costs of reading and maintaining meters, cost of billing Arden Hills any legal or engineering cost in administering or enforcing this contract. Such costs shall be detailed and submitted along with an invoice. Notwithstanding the foregoing, Arden Hills shall not be required to pay for any legal or engineering expenses incurred by Roseville in litigation or arbitration or judicial determination in favor of Arden Hills, nor shall Arden Hills be billed for legal or engineering costs incurred by Roseville insofar as they related to differences between Roseville and St. Paul or between Roseville and any third municipality receiving water from Roseville.

- 3) The costs of maintaining and depreciation on jointly used pumping and control equipment, the apportionment of such costs to be calculated on the use basis.
- 4) Costs as set forth in Section IX
- 5) Arden Hills shall pay Roseville \$55.00 per year for each fire hydrant in Arden Hills on an unmetered supply.

SECTION VII Meter Reading and Billing

- A) Monthly reading of the master meter or meters at the point or points of delivery to Arden Hills shall be made by Roseville on the last working day of the month.
- B) Arden Hills shall supply a master meter at each point of connection other than covered in Section IX of this contract. These master meters shall be of a size, type, and design approved by Roseville. Roseville will undertake all reading and maintenance of these meters. Costs therefore shall be borne by Arden Hills as provided by Section VI.

SECTION VIII Capital Costs

- A) All additional capital costs incurred in Roseville or Arden Hills by reason of service to Arden Hills shall be borne by Arden Hills. Any capital costs which will benefit both Arden Hills and Roseville shall be shared on a basis determined by the proportionate design capacity available to each municipality.

SECTION IX Arden Hills Water System Which is not Subject to the Master Meters

- A) It is anticipated that some residents of Arden Hills will receive water service directly from Roseville without going through the master meters of Arden Hills. Each of these customers shall have a meter supplied by Arden Hills and said meter shall be maintained and read by Roseville personnel.
- B) Roseville shall then calculate the water usage of each customer and add this amount to that on the master meters.
- C) All costs of maintaining, installing, and reading of these meters shall be paid by Arden Hills to Roseville and added to the bills rendered to Arden Hills pursuant to Section VI.
- D) Arden Hills shall not draw water out of any fire hydrants in Arden Hills which hydrants are on that part of the Arden Hills water system which does not go through the master meter of Arden Hills except on the following basis:
 - 1) For fire fighting purposes
 - 2) For flushing the Arden Hills water system
 - 3) Until permission is obtained from Roseville and Roseville shall grant permission only when the water draw-off is metered

SECTION X Regulations

- A) It is agreed by and between the parties that Exhibit "A" contains a series of regulations which are required to be imposed upon Arden Hills pursuant to this contract. Arden Hills also agrees to be bound by all those regulations as set forth in Exhibit "A".
- B) Arden Hills agrees to do no act which will jeopardize Roseville's contractual relationship with St. Paul and to take all reasonable affirmative acts to protect Roseville's contractual rights with St. Paul.
- C) Arden Hills agrees to adopt any reasonable ordinance requested by Roseville to protect the water facilities and water in Arden Hills.
- D) Arden Hills will not sell any water to any other municipality without first receiving permission from Roseville.

SECTION XI Arbitration

- A) In the event there is any dispute by the parties over the terms of this contract, both agree to be bound by arbitration, pursuant to Minnesota Statute, Chapter 572, and any subsequent amendments.

SECTION XII Force Majeure

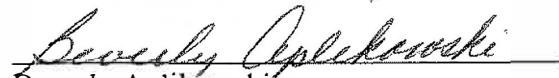
- A) Neither party shall be held responsible for performance of this Agreement if the party's performance is prevented by acts or events beyond the party's reasonable control including, but not limited to: several weather and storms, earthquakes, tornados or other natural occurrences, strikes and other labor unrest, power failures, electrical power surges or current fluctuations, nuclear or other civil or military emergencies, or acts of legislative, judicial, executive or administrative authorities.

SECTION XIII Interruption in Service

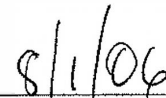
- A) Arden Hills acknowledges that water service can be interrupted due to, among other things, main breaks, equipment failures, weather conditions, maintenance, repairs or improvements. Therefore, Roseville cannot guarantee that there will be no interruptions in service, or that any specific pressures or fluctuations in pressure will or will not occur. Arden Hills agrees that Roseville shall not be liable or responsible for any losses or damages, consequential or otherwise, resulting from any such interruptions in service or fluctuations in pressure.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the dates listed below.

CITY OF ARDEN HILLS

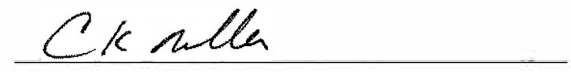

Beverly Aplikowski
Mayor


Michelle Wolfe
City Administrator


Date

CITY OF ROSEVILLE


Craig Klausing
Mayor


Christopher K. Miller
Interim City Manager


Date

AMENDMENT NO. 3 TO CONTRACT FOR WATER SERVICES

between

THE BOARD OF WATER COMMISSIONERS OF THE CITY OF SAINT PAUL

and

CITY OF ROSEVILLE, MINNESOTA

This **AMENDMENT NO. 3 TO CONTRACT FOR WATER SERVICES** is entered into this 11th day of April, 2023, by and between the BOARD OF WATER COMMISSIONERS OF THE CITY OF SAINT PAUL, a municipal corporation of the State of Minnesota (the "Board"), and the CITY OF ROSEVILLE, MINNESOTA, a municipal corporation of the State of Minnesota ("Roseville")

WHEREAS, Roseville and the Board entered into a Contract For Water Services dated May 10, 2005 to furnish and provide water to Roseville (the "Agreement"); and

WHEREAS, Roseville and the Board entered into an Amendment No. 1 to Contract For Water Services dated September 10, 2013, which provided for revised water charges and that after a five-year period, the parties would review fees and charges to be addressed by a Cost-of-Service Study; and

WHEREAS, Roseville and the Board entered into an Amendment No. 2 to Contract For Water Services dated December 12, 2017, which provided for revised water charges and that after a five-year period, the parties would review fees and charges to be addressed by a Cost-of-Service Study; and

WHEREAS, the parties have reviewed such fees and charges addressed by a Cost-of-Service Study and at this time desire to further amend the Agreement to provide for revised water charges and rates and to extend the term of the Agreement to December 31, 2027; and

WHEREAS, Section 10.04 of the Agreement provides for amendments to the Agreement by a written instrument executed by the parties, and this Amendment No. 3 to Contract For Water Services is intended by the parties to be such an instrument.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties mutually agree to amend the Agreement according to the following:

1. Section 1.02 is hereby replaced in its entirety with the following:

SECTION 1.02 Term

This agreement shall commence as of May 25, 2004 and shall remain in force and effect until December 31, 2027. At least two (2) years before the expiration of the term of this Agreement, representatives of the Parties agree to meet, review the Board's performance and costs, and discuss in good faith whether to continue their contractual relationship.

2. Section 6.01 is hereby replaced in its entirety with the following:

SECTION 6.01 Rates

- A. The rates for water sold by the Board to Roseville under this Agreement ("Charges") shall consist of two components:

1) Water Service Base Fee

The Water Service Base Fee is intended to recover the fixed costs incurred by the Board for its provision of water to Roseville. The Water Service Base Fee shall be charged monthly in accordance with the following yearly schedule.

2023 \$64,600/month (totaling \$775,200)

2024 \$69,100/month (totaling \$829,200)

2025 \$74,000/month (totaling \$888,000)

2026 \$77,700/month (totaling \$932,400)

2027 \$81,500/month (totaling \$978,000)

2) Water Volume Charge

The Water Volume Charge is the product of a rate equal to 60% of the lowest seasonal rate per one hundred (100) cubic feet charged to retail water customers in the City of Saint Paul and the volume of water provided to Roseville at the Point of Delivery. The Water Volume Charge shall be charged at the same time and frequency as the Water Service Base Fee.

- B. The parties agree to review the Charges every five (5) years or if a significant change to the Board's retail billing structure is implemented. This review shall include a cost-of-service study, which shall review the return on Board assets, asset allocations and other economic factors. All costs for this review shall be shared equally by the Board, its other wholesale customers, and Roseville.
- C. Notwithstanding the above, if, whether as a result of such review or otherwise, the Board changes its retail billing structure in any way, either of its own accord or at

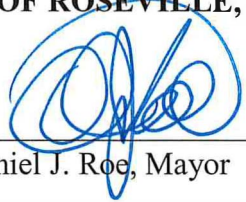
the requirement of other governmental entities, both parties agree that the Charges will be adjusted. All reasonable effort shall be taken to make sure this adjustment shall not harm Roseville by increasing Roseville's overall cost or harm the Board by decreasing the Board's overall revenue under the contract.

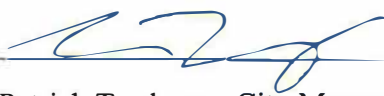
3. The effective date of this Amendment shall be January 1, 2023.
4. All other provisions of the original Agreement shall remain in full force and effect.

[The remainder of this page left intentionally blank.]

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 3 to Contract For Water Services to be executed as of the day and year first above written.

CITY OF ROSEVILLE, MINNESOTA

By  _____
Daniel J. Roe, Mayor

By  _____
Patrick Trudgeon, City Manager

**BOARD OF WATER COMMISSIONERS
OF THE CITY OF SAINT PAUL**

Approved:

By _____
Patrick Shea, General Manager
Saint Paul Regional Water Services

By _____
Mara Humphrey, President

Approved as to form:

By _____
Assistant City Attorney

By _____
Mollie Gagnelius, Secretary

By _____
Todd Hurley, Director
Office of Financial Services



SUMMARY MEMORANDUM

To: Jesse Freihammer, Public Works Director
City of Roseville, MN

From: Jacob D. Strombeck, PE

Re: **Water Utility Cost of Service - Service to Arden Hills**

Date: January 18, 2024

INTRODUCTION

The City of Roseville retained AE2S Nexus to complete Water Utility Cost of Service and Rate Design Analysis for its wholesale service to Arden Hills. This analysis consisted of the review of the water utility budgets to understand how the individual budget line items lead to delivering water service to customers, specifically Arden Hills. The results of the Cost of Service Analysis (COSA) will provide a reference upon which we can base evaluation of alternative rate design approaches for Arden Hills.

SYSTEM PROFILE

The City of Roseville provides water to approximately 10,700 customers. Water is purchased from the St. Paul Regional Water System and delivered to city customers including the City of Arden Hills. The City of Arden Hills has three connections to the Roseville system, consuming approximately 358 million gallons (MG) of water annually. Table 1 below shows the breakdown of meters within the City of Roseville.

Table 1: Number of Meters

User Class	Number of Meters (2022 Actual)
Residential	9,515
Commercial	1,182
Arden Hills	3
Total	10,700

CURRENT COST OF SERVICE TO ARDEN HILLS

The City of Roseville currently employs a cost of service approach when charging Arden Hills for their water utilization. This approach encompasses two fundamental components: variable water costs and fixed operation and maintenance (O&M) costs.

For variable water costs, the City of Roseville purchases a specific quantity of water from the St. Paul Regional Water System (SPRWS). Arden Hills is invoiced for the proportion of this water that they consume each quarter. This straightforward method ensures that Arden Hills pays for the actual volume of water they utilize, however it does not account for the additional costs incurred on Roseville's water system.

The mechanism for distributing fixed O&M costs warrants closer examination. Currently, these fixed costs are budgeted by Roseville on an annual basis and then applied to Arden Hills based on the same proportion derived from their variable water usage. While this approach might seem reasonable at first glance, it may not entirely capture the diverse factors that influence fixed O&M costs.

In subsequent sections of this memo, AE2S Nexus will explore an alternative methodology to address the limitations of the existing fixed and variable cost distribution. By delving into a more refined and accurate allocation of fixed and variable expenses, the City of Roseville can enhance the fairness and precision of its cost of service to Arden Hills.

EVALUATION OF REVENUE REQUIREMENTS

Revenue requirements consist of O&M-related and capital-related revenue requirements. Table 2 summarizes budgeted FY24 O&M expenditures for the water utility along with test year revenue requirements. Adjustments were made to the 2024 budget to establish the test year. The adjustments included an increase in capital outlay to reflect a 10-year annual average CIP plus an additional \$200,000 in contribution to capital reserves. The additional amount for capital reserves was deemed appropriate based on discussions with City staff. Depreciation was adjusted out to reflect actual cash costs of the utility. The resulting test year revenue requirement total is \$10,035,819.

Table 2: Summary of Test Year Revenue Requirements

	2024 Budget	Adjustments	Test Year
Personal Services	\$764,300		\$764,300
Supplies and Materials	\$276,000		\$276,000
Depreciation	\$500,000	(\$500,000)	
Other Services & Charges			
Administrative Service Charge	\$385,000		\$385,000
Communications Service Charge	\$2,500		\$2,500
St. Paul Water: Fixed	\$829,200		\$829,200
St. Paul Water: Variable	\$5,593,636		\$5,593,636
Other	\$536,455		\$536,455
Debt Service	\$276,250		\$276,250
Capital Outlay	\$1,019,000	+\$153,478	\$1,172,478
Capital Reserve	-	+\$200,000	\$200,000
TOTAL	\$10,182,341		\$10,035,819

COST OF SERVICE

Following the initial step of developing Test Year Revenue Requirements, the COSA process applies standard industry methodology. The approach used in this analysis follows recommended industry practices outlined in the American Water Works Association (AWWA) Principles of Water Rates, Fees and Charges Manual of Water Supply Practices (M1). This includes the following steps:

1. Cost Functionalization;
2. Cost Classification; and
3. Cost Allocation.

Cost Functionalization

Test Year budget line items were functionalized based on how system operations drive the budgeted expenditures. Based on a detailed review of the line-item budget, the existing budget was categorized into the following functions for the purpose of the COSA:

- **Admin:** The total administrative and general costs associated with managing and operating the water utility.
- **Treatment Fixed:** The fixed portion of costs related to water treatment processes, independent of the volume of water treated.
- **Treatment Variable:** The variable portion of costs related to water treatment processes; fluctuating based on the volume of water treated.

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- **Transmission:** Costs linked to the movement of water from the treatment plant to the distribution network.
- **Distribution:** Expenses associated with the delivery of water from the distribution network to the end customers.
- **Meter:** Costs related to metering water usage and measuring customer consumption.
- **Storage:** Expenses associated with storing and maintaining water supply.

Table 3 below shows how each budget category is functionalized on a percentage basis to the different functional categories. Table 4 shows the functionalized test year revenue requirements.

Table 3: Functionalization Percentages

Function	Admin	Treatment Fixed	Treatment Variable	Transmission	Distribution	Meter	Storage	Total
Treatment Variable			100.0%					100%
Treatment Fixed		100%						100%
Transmission Distribution				36.2%	63.8%			100%
Admin & General	100.0%							100%
Labor		4.6%		30.1%	53.0%		12.4%	100%
Capital				22.7%	40.0%	10.1%	27.2%	100%
Debt				36.2%	63.8%			100%
General Operating	33.6%	3.0%	0.0%	20.0%	35.1%	0.0%	8.2%	100%

Table 4: Functionalized Test Year Revenue Requirements

Function	Functionalized Amount
Admin	\$630,555
Treatment Fixed	\$886,319
Treatment Variable	\$5,683,636
Transmission	\$785,752
Distribution & Storage	\$1,910,844
Meter	\$138,713
Total	\$10,035,819

Cost Classification

The second step of the COSA is to classify the functionalized costs based on how those costs are driven by system operation. Classifications of each cost function is described below.

- **Admin and Meter:** Cost functions are classified 100 percent to Customer classification.
- **Treatment Fixed:** These expenses are associated with meeting maximum day demands as well as average day usage and are split between Variable and Capacity based on the ratio of system maximum day capacity to average day capacity. This resulted in a classification of 52.2 percent Variable and 47.8 percent Capacity.
- **Treatment Variable:** This expense varies directly with water usage and is assigned as a 100 percent Variable cost.
- **Transmission:** These expenses are associated with meeting maximum day demands as well as average day usage and are split between Variable and Capacity based on the ratio of system maximum day capacity to average day capacity. This resulted in a classification of 52.2 percent Variable and 47.8 percent Capacity.
- **Distribution and Storage:** Classified to variable and capacity similar to Treatment Fixed and Transmission with a portion of capacity allocation designated to peak hour demand.

The classification percentages in Table 5 below are derived from a thorough analysis of the budgeted expenses and their relationships to customer usage characteristics. The goal of these percentages is to accurately distribute the costs based on factors such as the volume of water, the capacity required during peak periods, and customer-related expenses. Classified costs are shown in Table 6.

Table 5: Classification Percentages

Function	Customer	Variable	Peak Day Capacity	Peak Hour Capacity
Admin	100%			
Treatment Fixed		52.2%	47.8%	
Treatment Variable		100%		
Transmission		52.2%	47.8%	
Distribution & Storage		36%	33%	31%
Meter	100%			

Table 6: Classified Test Year Revenue Requirements

Function	Functionalized Amount	Customer	Variable	Peak Day Capacity	Peak Hour Capacity
Admin	\$630,555	\$630,555	\$0	\$0	\$0
Treatment Fixed	\$886,319	\$0	\$462,291	\$424,027	\$0
Treatment Variable	\$5,683,636	\$0	\$5,683,636	\$0	\$0
Transmission	\$785,752	\$0	\$409,837	\$375,915	\$0
Distribution & Storage	\$1,910,844	\$0	\$687,340	\$630,448	\$593,056
Meter	\$138,713	\$138,713	\$0	\$0	\$0
Total	\$10,035,819	\$769,269	\$7,243,104	\$1,430,390	\$593,056

Cost Allocation

The final step in the COSA is the allocation of the classified costs by determining how each customer class incurs each classified cost in proportion to all other customers. Costs were allocated to either Roseville or Arden Hills. The allocation basis for each classification of cost is outlined in the following tables and section.

- **Customer:** Allocated based on the number of equivalent meters, as calculated using the equivalent meter cost basis developed by the AWWA. The application of equivalent meter ratios recognizes that these costs vary depending on considerations such as size of service pipe, materials used, locations of meters, etc.
- **Variable:** Variable costs vary with the annual quantity of water produced and are therefore allocated based on billed flow. The allocation of the variable costs was segregated between treatment, transmission, and distribution costs.
- **Peak Day Capacity:** Capacity costs are incurred for providing facilities to furnish water at peak day demands. As a result, these costs are allocated based on maximum demand for Roseville and Arden Hills. The allocation of the capacity costs was segregated between treatment, transmission, and distribution costs.
- **Peak Hour Capacity:** Costs are incurred for delivering water during peak hour demand and are then distributed based on the percentage of this capacity allocated to Roseville and Arden Hills.

To summarize up to this point, the first step in the COSA was to categorize budget line items based on their functions within the water utility. Next, costs were classified according to how they are influenced by system operations. Finally, the classified costs are then allocated to specific customer classes, as is shown in Tables 7-13 in the following pages.

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Customer costs were allocated proportionally to Roseville and Arden Hills based on the number of equivalent meters as shown below in Table 7.

Table 7: Customer Cost Allocation

Customer Class	Equivalent Meters	%	Total
Roseville	12,305	99.30%	\$763,868
Arden Hills	87	0.70%	\$5,401
Total	12,392	100%	\$769,269

Treatment, Transmission and Distribution variable costs were allocated to Roseville and Arden Hills based on the total test year consumption. Table 8 below shows the percent breakdown of flow between Roseville and Arden Hills for the test year along with total variable costs. It's important to note that that the Treatment Variable Cost includes the cost of water that is purchased from SPRWS during any given year. Under the current variable fee methodology Arden Hills is only paying for the cost of water purchased from SPRWS and not the additional Supply Treatment, Transmission, and Distribution Variable Costs.

Table 8: Variable Cost Allocation

Customer Class	Test Year Flow (kgal)	%	Total
Treatment Variable Cost Allocation			
Roseville	1,280,867	78.15%	\$4,803,153
Arden Hills	358,081	21.85%	\$1,342,775
Total Treatment Variable	1,638,948	100%	\$6,145,927
Transmission Variable Cost Allocation			
Roseville	1,280,867	78.15%	\$320,295
Arden Hills	358,081	21.85%	\$89,542
Total Transmission Variable	1,638,948	100%	\$409,837
Distribution & Storage Variable Cost Allocation			
Roseville	1,280,867	78.15%	\$537,168
Arden Hills	358,081	21.85%	\$150,171
Total Dist. & Storage Variable	1,638,948	100%	\$687,340
Total Roseville		\$5,660,616	
Total Arden Hills		\$1,582,488	
Total		\$7,243,104	

Treatment peak day capacity allocation was determined by calculating a peaking factor for both Roseville and Arden Hills. This peaking factor is calculated by dividing peak day use by average day use. The factor is then multiplied by total consumption to determine a percent allocation between the two communities as shown in Table 9 below.

Table 9: Treatment Peak Day Capacity Cost Allocation

Customer Class	Peaking Factor	Peak Day (Gallons)	%	Total
Roseville	1.91	2,446,455.97	75.73%	\$321,100
Arden Hills	2.19	784,196.42	24.27%	\$102,927
Total		3,230,652.39	100.0%	\$424,027

Transmission peak day capacity allocation was determined by calculating a peaking factor for both Roseville and Arden Hills. The factor is then multiplied by total consumption to determine a

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percent allocation between the two communities. An additional step was taken to multiply the percentage of the transmission system that serves Arden Hills using system data provided by the City of Roseville. Currently, Roseville has 554 inch-miles of transmission pipe. Of that amount, 281 inch-miles (or 50.7%) serves Arden Hills.

Table 10: Transmission Peak Day Capacity Cost Allocation

Customer Class	Peaking Factor	Peak Day (Gallons)	%	Total
Roseville	1.91	2,446,455.97	86.02%	\$323,351
Arden Hills	2.19	397,689.34	13.98%	\$52,563
Total		2,844,145.31	100%	\$375,915

Distribution and Storage peak day capacity allocation was calculated by multiplying the peaking factors for Roseville and Arden Hills by total consumption to determine a percent allocation between the two communities. These figures were then multiplied by the percentage of the distribution system that serves Arden Hills. Currently, Roseville has roughly 975 inch-miles of distribution pipe. Of that amount, 6.8 inch-miles (or 0.7%) serves Arden Hills. The resulting allocation percentages and amounts are shown in Table 11.

Table 11: Distribution/Storage Peak Day Capacity Cost Allocation

Customer Class	Peaking Factor	Peak Day (Gallons)	%	Total
Roseville	1.91	2,446,455.97	99.78%	\$629,043
Arden Hills	2.19	5,466.14	0.22%	\$1,405
Total		2,451,922.11	100.0%	\$630,448

Distribution and Storage peak hour capacity allocation was calculated by using peak hour factors for both Roseville and Arden Hills. The factors were then multiplied by total consumption and by the percentage of the distribution system (0.7%) that serves Arden Hills to determine a percent allocation between the two communities as is shown in the table below.

Table 12: Distribution/Storage Peak Hour Capacity Cost Allocation

Customer Class	Peaking Factor	Peak Hour (Gallons)	%	Total
Roseville	1.98	2,536,116.66	99.62%	\$590,777
Arden Hills	3.92	9,784.14	0.38%	\$2,279
Total		2,545,900.80	100%	\$593,056

After combining the allocation amounts from the tables above, the resulting total cost allocation between Roseville and Arden Hills is calculated and shown below in Table 13.

Table 13: Total Cost Allocation

Customer Class	Total Cost	%
Roseville	\$8,288,756	82.59%
Arden Hills	\$1,747,063	17.41%
Total	\$10,035,819	100%

Cost of Service Results

Table 14 presents the COSA results for Roseville and Arden Hills. The results of the COSA are then compared to test year revenue to assess equitability of the existing rates for each user class. Test year revenue was based on 2022 actuals. A comparison of cost versus revenue share percentages for Roseville and Arden Hills is shown in Table 14.

Table 14: Cost of Service Summary

Customer Class	% of Cost	% of Revenue	% Difference
Roseville	82.6%	85.4%	3.4%
Arden Hills	17.4%	14.6%	-16.0%
Total	100.0%		

The percentage difference is calculated as the cost percentage minus the revenue percentage, divided by the cost percentage. A percent difference of +/- 10 percent is generally considered to be within an acceptable range. A percent difference greater than + 10 percent or less than - 10

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percent, warrants a revision to the rates and/or structure to improve the cost-revenue relationship between user classes.

The results of the Water COSA indicate that there is some disparity between Arden Hills allocated cost and proportion of revenue contributed under the existing rate structure methodology, with Arden Hills contributing revenue less than its cost to serve them.

ARDEN HILLS RATE DESIGN

In a Cost of Service study, variable costs are expenses that fluctuate in direct correlation with the level of service or production, while fixed costs remain relatively constant regardless of service levels. The study categorized the costs into four distinct classifications mentioned earlier: Customer Costs, Variable Costs, Peak Day Capacity Costs, and Peak Hour Capacity Costs. For this study, Variable costs are considered variable and Customer, Peak Day Capacity, and Peak Hour Capacity are considered fixed costs. As such, a summary of fixed and variable costs for the test year are shown in the table below.

Table 15: Fixed and Variable Cost Comparison

Costs	\$
Variable	\$7,243,104
Fixed	\$2,792,715
Total	\$10,035,819

The City of Roseville's current approach for charging variable water costs to Arden Hills involves invoicing Arden Hills for the proportion of water that they consume each quarter. Under this method, Arden Hills is paying for the actual volume of water that they utilize, however they are not absorbing any of the cost put in place on Roseville's water system.

AE2S Nexus recommends that Arden Hills is charged the SPRWS variable rate for the water they use plus an additional variable rate to cover the cost incurred on Roseville's system. Table 16 below highlights the variable costs allocated to Arden Hills for the test year. The SPRWS water cost is the total cost for Arden Hills to purchase water from Roseville using the current 2024 SPRWS rate, which is \$3.19 per thousand gallons. The cost to purchase water comes out to an estimated \$1,142,277 using the test year flow of 358M gallons. The remaining Supply/Treatment variable cost allocated to Arden Hills is \$200,498. The Transmission and Distribution/Storage Variable costs allocated to Arden Hills come out to \$89,542 and \$150,171.

To determine an additional variable rate for Arden Hills, it is recommended that City of Roseville divides the additional variable costs by total annual flow estimates for Arden Hills to calculate a variable rate which would then be added onto the SPRWS variable charge. Using the test year as

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an example, \$440,211 of additional variable costs were allocated to Arden Hills which would be divided by the 358M gallons that were used by Arden Hills during the test year. This results in a \$1.23/thousand gallons variable rate which would be added onto the current SPRWS rate. This method would ensure that Arden Hills is paying an equitable rate that would better align the Cost of Service inequities.

Table 16: Arden Hills Variable Cost Allocations

Variable Cost Breakdown	Cost	Cost Per Thousand Gallons
Current Variable Rate (SPRWS)		
SPRWS Water Cost	\$1,142,277	\$3.19
Additional Variable Rate		
Remaining Supply/Treatment Variable	\$200,498	\$0.56
Transmission Variable	\$89,542	\$0.25
Distribution/Storage Variable	\$150,171	\$0.42
Additional Variable Rate Total		\$1.23
SPRWS + Additional Variable Rate		\$4.42

For fixed costs, the City of Roseville budgets these costs on an annual basis and then allocates the costs to Arden Hills based on the same proportion derived from their variable water usage. Billing fixed costs based solely on the proportion of variable water usage may not be considered entirely equitable for fixed costs allocation. Fixed costs are incurred to maintain the essential infrastructure and administrative functions necessary to ensure a consistent and reliable water supply, regardless of the volume of water consumed. Consequently, allocating fixed costs in direct proportion to variable usage can lead to situations where one party bears a disproportionately high or low burden for these essential expenses. This approach may not accurately reflect the true fixed cost responsibility of each party and can result in one entity subsidizing the fixed costs of the other. Therefore, it is often necessary to employ a more nuanced approach in the allocation of fixed costs to ensure fairness and sustainability in the cost-sharing arrangement between municipalities.

AE2S Nexus recommends accounting for specific cost causation in the billing methodology. To address this issue, AE2S Nexus took into consideration various factors, such as peak day and hour factors and equivalent meters. By incorporating these elements into the billing methodology, the allocation of costs becomes more precise and aligned with the factors that

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directly contribute to those costs. The tables below highlight the approach AE2S Nexus took in determining an appropriate fixed charge for Arden Hills.

Table 17: Total System Fixed Cost Breakdown

Fixed Cost Breakdown	Admin	Treatment Fixed	Transmission	Distribution	Meter	Storage
Administrative & General	\$387,500	-	-	-	-	-
Labor	-	\$16,793	\$109,995	\$259,189	-	\$60,499
Transmission/Distribution	-	-	-	-	-	-
Capital	-	-	\$149,052	\$351,220	\$138,713	\$239,267
Debt	-	-	\$47,874	\$112,808	-	-
Treatment Fixed	-	\$396,701	-	-	-	-
General Operating	\$243,055	\$10,533	\$68,993	\$162,574	-	\$37,947
Total System Fixed Costs			\$2,792,715			

Table 18: Fixed Cost Percentages Applicable to Arden Hills

Fixed Cost % Applicable to Arden Hills	Admin	Treatment Fixed	Transmission	Distribution	Meter	Storage
Administrative & General	0.70%	-	-	-	-	-
Labor	-	24.27%	13.98%	0.30%	-	0.30%
Transmission/Distribution	-	-	-	-	-	-
Capital	-	-	13.98%	0.30%	0.70%	0.30%
Debt	-	-	13.98%	0.30%	-	-
Treatment Fixed	-	24.27%	-	-	-	-
General Operating	0.70%	24.27%	13.98%	0.30%	-	0.30%

Table 19: Fixed Cost Breakdown for Arden Hills

Fixed Cost Breakdown for Arden Hills	Admin	Treatment Fixed	Transmission	Distribution	Meter	Storage
Administrative & General	\$2,721	-	-	-	-	-
Labor	-	\$4,076	\$15,380	\$781	-	\$182
Transmission/Distribution	-	-	-	\$0	\$0	\$0

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Capital	-	-	\$20,842	\$1,058	\$974	\$721
Debt	-	-	\$6,694	\$340	-	-
Treatment Fixed	-	\$96,294	-	-	-	-
General Operating	\$1,706	\$2,557	\$9,647	\$490	-	\$114
Total Fixed Costs for Arden Hills			\$164,575			

By adopting a more granular approach that accounts for specific cost causation, the proposed recommendations aim to establish a more transparent cost-sharing system that better aligns costs with their underlying drivers, ultimately promoting a sustainable and equitable partnership between the City of Roseville and the City of Arden Hills in managing their water utility expenses. The proposed fixed rate for Arden Hills is shown below in Table 20. AE2S Nexus recommends re-calculating the fixed cost on an annual basis to ensure a fair and equitable rate.

Table 20: Recommended Arden Hills Fixed Fee for 2024

Fixed Cost Breakdown (By Budget Category)	Cost
Administrative & General	\$2,721
Labor	\$20,419
Capital	\$23,594
Debt	\$7,034
Treatment Fixed	\$96,294
General Operating	\$14,514
Total Annual Fixed Fee	\$164,575
or Fee per Quarter	\$41,144

SUMMARY OF FINDINGS AND RECOMMENDATIONS

The following bullet points summarize the key findings and recommendations developed as part of this rate model update.

- The analysis found that Arden Hills contributes revenue less than its cost (-16.0% difference).
- Variable costs are ineffectively charged to Arden Hills due to Arden Hills only paying for the cost of water and not the costs incurred on the Roseville water system therefore AE2S Nexus recommends an additional variable charge of \$1.23 per thousand gallons for Arden Hills.
- It is recommended that the additional variable charge be calculated on an annual basis using the Cost of Service Rate Model Calculator provided by AE2S.
- It is recommended to adopt a more precise fixed rate approach for Arden Hills, as outlined herein. The proposed fixed rate for Arden Hills is \$164,575 annually or \$41,144 per quarter for 2024.
- It is recommended that the fixed cost calculation for Arden Hills is revisited annually to maintain fairness and equity.
- These recommendations aim to create a more transparent and equitable cost-sharing system between the City of Roseville and the City of Arden Hills for managing water utility expenses.

AE2S Nexus appreciates the opportunity to assist the City with this effort. If there are any questions regarding information within this Summary Memorandum, please do not hesitate to contact us at (701) 746-8087.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 10.j.

Department Approval



City Manager Approval



Item Description: Accept ARMER Grant Funding through the Minnesota Department of Public Safety

Background

On June 17, 2024, the City Council authorized the Roseville Police Department (RPD) to submit a grant application through the Allied Radio Matrix for Emergency Response (ARMER) Grant Program, administered by the Minnesota Department of Public Safety. This grant provides one-time, critical funding to purchase portable radios that comply with the new FBI encryption mandates.

The new FBI mandates require encryption on all public safety radio traffic, necessitating that RPD replace both squad and portable radios over the next few years. Although no specific deadline has been set by the FBI, it is expected that all Ramsey County agencies will need to transition to fully encrypted radios by 2026. In response to these requirements, RPD has increased its Capital Improvement Plan (CIP) and accelerated the radio replacement schedule to ensure compliance.

RPD initially requested \$71,082.40 in grant funding. Earlier this month, we were notified we were awarded \$50,000 through the grant. It was noted in the award notification that over 170 entities applied, collectively requesting over \$23 million, while only \$4 million in funding was available.

This grant will help expedite the replacement of outdated radios, significantly reducing the financial burden on the city as we work toward meeting the new encryption mandates.

The City Attorney has reviewed and approved the grant contact.

Policy Objectives

It is essential for the Roseville Police Department (RPD) to maintain compliance with federal encryption mandates for public safety communications, which will enhance both the security and effectiveness of our law enforcement operations. The grant funding will assist RPD in purchasing additional radios, helping the department move toward full compliance with these mandates while minimizing the financial impact on the community. By meeting these federal requirements, RPD ensures the delivery of reliable, secure, and efficient public safety services, safeguarding the well-being of Roseville residents and strengthening interoperability with our mutual aid partners.

Equity Impact Summary

The Roseville Police Department (RPD) recognizes the importance of ensuring equity in all aspects of public safety and community service. After carefully examining the potential equity impacts of implementing new portable radios compliant with federal encryption mandates, RPD was unable to identify any significant direct impacts related to equity. However, RPD remains committed to maintaining equitable access to public safety services and will continue to evaluate future initiatives for potential impacts on all segments of the community.

Budget Implications

The grant funding will help offset some of the costs required to meet the new FBI encryption mandates, thereby reducing the financial burden on our Capital Improvement Plan (CIP) and, in turn, on taxpayers.

The grant requires a minimum 5% match, which the Roseville Police Department (RPD) will meet through the existing 2025 CIP request. This CIP funding covers the replacement of 8 portable radios that have reached the end of their operational life and do not comply with the encryption requirements.

Staff Recommendations

Staff recommends that Council approves accepting the funds awarded to RPD in the amount of \$50,000.

Requested Council Action

Approve accepting funds awarded through the ARMER Equipment Grant through the Minnesota Department of Public Safety.

Prepared by: Erika Scheider, Chief of Police

Attachments: 1. Attachment 1 ARMER Equipment Grant Agreement_ROSEVILLE



Grant Contract Agreement

Page 1 of 2

Minnesota Department of Public Safety (“State”) Emergency Communication Networks Division 445 Minnesota Street, Suite 1725 St. Paul, MN 55101	Grant Program: 2024-2026 Allied Radio Matrix for Emergency Response (ARMER) Equipment Grant Program Grant Contract Agreement No.: A-DECN-ARMER-2024-ROSEVLPD-027
Grantee: City of Roseville 2660 Civic Center Drive Roseville, MN 55113-1815	Grant Contract Agreement Term: Effective Date: 11/1/2024 Expiration Date: 6/30/2026
Grantee’s Authorized Representative: Erika Scheider, Chief of Police City of Roseville Police Department 2660 Civic Center Drive Roseville, MN 55113-1815 Phone: 651-792-7213 Email: Erika.scheider@cityofroseville.com	Grant Contract Agreement Amount: Original Agreement \$ 50,000.00 Matching Requirement \$ 2,631.58
State’s Authorized Representative: Assistant Commissioner John Cunningham Minnesota Department of Public Safety 445 Minnesota Street, Suite 1000 St. Paul, MN 55101 Phone: 651-201-7161 Email: John.Cunningham@state.mn.us	Federal Funding: None FAIN: N/A State Funding: 2023 Minnesota Session Laws, Ch. 52, Art. 2, Sec. 3, Subd. 9(e) Special Conditions Attached and incorporated into this grant contract agreement. See page 3.

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

Term: Per Minn. Stat. § 16B.98, Subd. 5, the Grantee must not begin work until this grant contract agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per Minn. Stat. § 16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee, will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee’s approved 2024-2026 Allied Radio Matrix for Emergency Response (ARMER) Equipment Grant Program Application [“Application”] which is incorporated by reference into this grant contract agreement and on file with the State at 445 Minnesota Street, Suite 1725, St. Paul, MN 55101. The Grantee shall also comply with all requirements referenced in the 2024-2026 ARMER Equipment Grant Program Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

Budget Revisions: The breakdown of costs of the Grantee’s Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee’s Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.



Matching Requirements: (If applicable.) As stated in the Grantee's Application, the Grantee certifies that the matching requirement will be met by the Grantee.

Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15.

Signed: _____

Date: _____

3. STATE AGENCY

Signed: _____
(with delegated authority)

Title: _____

Date: _____

Grant Contract Agreement No./ P.O. No.: A-DECN-ARMER-2024-ROSEVLPD-027 / PO# 3000099391

Project No.(indicate N/A if not applicable): N/A

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signed: _____

Print Name: _____

Title: _____

Date: _____

Signed: _____

Print Name: _____

Title: _____

Date: _____

Signed: _____

Print Name: _____

Title: _____

Date: _____

Distribution: DPS/FAS
Grantee
State's Authorized Representative

Organization: Roseville Police Department

A-DECN-ARMER-2024-ROSEVLPD-027

Budget Summary (Report)

Budget				
Budget Category	Award	Match		
Equipment				
Motorola APX 6000 radios	\$50,000.00	\$2,631.58		
Total	\$50,000.00	\$2,631.58		
Total	\$50,000.00	\$2,631.58		
Allocation	\$50,000.00	\$2,631.58		
Balance	\$0.00	\$0.00		

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 10.k.

Department Approval



City Manager Approval



Item Description: Approve Toward Zero Deaths (TZD) Agreement with City of St. Paul

Background

Minnesota's Toward Zero Deaths (TZD) is the state's cornerstone traffic safety program, employing an interdisciplinary approach to reducing traffic crashes, injuries, and deaths on Minnesota roads. While individual disciplines have a long history of successful traffic safety programs, TZD aims to tie these together with a common vision and mission for even greater success. The TZD program uses data to target areas for improvement and employ proven countermeasures.

The TZD program team works in partnership with community and corridor groups to improve the traffic safety of a designated area. TZD provides technical assistance, materials, and guidance to local groups that are committed to reducing crashes and the fatalities and severe injuries that result from them.

Individual campaigns known as Click it or Ticket, Safe & Sober, along with others are included in the ongoing TZD program. The Roseville Police Department has a long history of participating in these programs to promote traffic safety.

The St. Paul Police Department submitted an application to the Minnesota Department of Public Safety to receive funds for the 2024-2025 TZD project. As part of a larger grant awarded to the St. Paul Police Department, the Roseville Police Department (RPD) is eligible to receive up to \$26,428.00 in reimbursement for participation in the TZD project beginning October 1, 2024 through September 30, 2025 to offset increased personnel overtime costs for traffic enforcement.

The St. Paul Police Department and the Roseville Police Department will enter into a grant agreement with the Minnesota Department of Public Safety, Office of Traffic Safety for the TZD project during the above stated period.

Sgt. Jacob Swanson will coordinate the grant activities for Roseville. Sgt. Swanson has extensive experience coordinating efforts for TZD traffic control details.

The funds awarded to the Roseville Police Department will cover officer overtime.

The contract has been reviewed and approved by the City Attorney.

Policy Objectives

One of Roseville's community aspirations is to be a safe community. Accepting TZD funding helps advance Roseville's commitment to a safe community by reducing traffic crashes, injuries, and fatalities on local roadways. The funds enable the Roseville Police Department to participate in targeted enforcement activities that enhance roadway safety. Through these efforts, Roseville strives to improve the safety and well-being of residents, workers, and visitors.

Upon approval from the Council to accept the City's portion of the grant funds, Sgt. Jacob Swanson will

coordinate scheduling and tracking methods to ensure adequate overtime patrol coverage for all waves of the Toward Zero Deaths Campaign.

Equity Impact Summary

BIPOC communities across the country are disproportionately represented in fatal traffic crashes due to structural racism and disparities in access to healthcare, economic opportunities, housing, and education. Injuries sustained and/or vehicle damage in both fatal and non-fatal crashes can have disparate financial impacts on families hit hardest by poverty, many of whom identify as BIPOC. This initiative seeks to better serve BIPOC communities and reduce crashes, injuries and deaths for those who have been most affected by race-related disparities in transportation.

Budget Implications

There are no budget implications as there is not a city match requirement for this funding.

Staff Recommendations

The police department is recommending approval to accept the grant funds to participate in the 2024-2025 Toward Zero Deaths campaign.

Requested Council Action

Adopt the Traffic Safety Grant authorizing the Roseville Police Department to enter into an agreement with the St. Paul Police Department and the Minnesota Department of Public Safety to execute the Toward Zero Deaths project for the period October 1, 2024 through September 30, 2025.

Prepared by: Erika Scheider, Chief of Police

- Attachments:**
- 1. Attachment 1_2025 TZD Subgrant Agreement_City of Roseville
 - 2. Attachment 2_2025 TZD Master Grant Agreement SPPD

Agreement
Between the City of Saint Paul and City of Roseville

THIS AGREEMENT, made and entered into this _____ day of _____ 2024, is by and between the City of Saint Paul, Minnesota, a municipal corporation under the laws of the State of Minnesota, hereinafter referred to as "City" and City of Roseville, a political subdivision of the State of Minnesota, hereinafter referred to as "Provider."

The City and Provider, in consideration of the mutual terms and conditions, promises, covenants, and payments hereinafter set forth, agree as follows:

SECTION 1: Scope of Services.

A. Provider agrees to provide services or perform activities as described in the attached state grant award (Exhibit A) that is incorporated herein and agrees to comply with all special conditions, financial reporting, and other requirements as detailed in Exhibit A.

SECTION 2: Time for Completion.

A. The services described in Section 1 shall be commenced on October 1, 2024, and will be completed in accordance with the schedule mutually agreed upon through September 30, 2025.

B. Provider shall not proceed with any task outside of the grant award without specific authorization from the Project Manager designated by the City.

C. There will be no extension of this contract beyond the date outlined above.

SECTION 3: Billings, Payment, and Reporting.

A. For the Provider's faithful performance of this Agreement, the City hereby agrees to compensate the Provider in the amounts and according to the provisions of Exhibit B. Total payments to the Provider shall not exceed \$26,428.00.

B. The above amounts shall fully compensate the Provider for all costs. No claim for services and/or costs provided by the Provider, not specifically provided for in this Agreement will be honored by the City.

C. The Provider shall submit an itemized invoice as well as detailed backup documents to the City on a quarterly basis. The Provider will be provided with the deadline for submitting the detailed backup after the grant reporting deadlines have been finalized. The Provider shall submit the detailed backup within the budget categories as detailed on Exhibit B. Upon receipt of the invoice and verification of the charges by the Project Manager, payment shall be made by the City to Provider within thirty-five (35) days of the City receiving payment or reimbursement from the State of Minnesota for services provided under this Agreement.

D. Provider shall submit programmatic reporting as requested by the fiscal agent, City of Saint Paul, on a quarterly basis. No payments shall be made to Provider without programmatic reports completed by the due date.

E. In the event the Provider fails to comply with any terms or conditions of the Agreement or grant award (see Exhibit A) or to provide in any manner the work or services as agreed to herein, the City reserves the right to withhold any payment until the City is satisfied that corrective action has been taken or completed. This option is in addition to and not in lieu of the City's right to termination as provided in other sections of this Agreement.

SECTION 4: Project Management.

A. The City requires the Provider to assign specific individuals as principal project members and to assure that the major work and coordination will remain the responsibility of this individual during the term of the Agreement. Removal of any principal project member without replacement by equally qualified individual or without the prior written approval of the City is grounds for termination of the Agreement by the City. Provider's principal project member is:

Sergeant Jacob Swanson
Roseville Police Department
2660 Civic Center Drive
Roseville, MN 55113

B. The Provider has designated Sergeant Jacob Swanson, as the Project Manager for this Agreement, and the individual to whom all communications pertaining to the Agreement shall be released. The Project Manager shall have the authority to transmit instructions, receive information, authorize amendments or changes to the Agreement, and interpret and define the Provider's policies and decisions pertinent to the work covered by this Agreement.

SECTION 5: City Responsibilities.

A. City agrees to provide the Provider with access to any information from City documents, staff, and other sources needed by the Provider to complete the work to the extent permitted by law.

SECTION 6: Work Products, Records, Dissemination of Information.

A. For purposes of this Agreement, the following words and phrases have the meanings set forth in this section, except where the context clearly indicates that a different meaning is intended.

"Work product" means any report, recommendation, paper, presentation, drawing, demonstration, or other materials, whether in written, electronic, or other format that results solely from the Provider's services under this Agreement.

"Supporting documentation " means any surveys, questionnaires, notes, research, papers, analyses, whether in written, electronic, or in other formats which result solely from Provider's services and this agreement and are which are used to generate any and all work performed, and work products generated under this Agreement.

"Business records " means any books, documents, papers, account records and other evidences, whether written, electronic, or in other format, belonging to the Provider and pertaining to services under this Agreement.

B. Copies of all Work Products and Supporting Documentation that result from the Provider's services under this Agreement must be delivered to the City and will become the property of the City after final payment is made to the Provider with no exclusive right, title, or interest in said work products or supporting documentation vesting in the Provider.

C. In the event of termination, copies of all documents finished or unfinished, and supporting documentation prepared by the Provider under this Agreement, must be delivered to the City by the Provider by the termination date without further obligation of the City to the Provider except for payment of amounts due and owing for Services performed and costs incurred as of the date and time of termination.

D. The Provider must maintain all business records relating to the Agreement in such a manner as will readily conform to the terms of this Agreement and to make such materials available at its office at all reasonable times during this Agreement period and for six (6) years commencing after the later of the date of the final payment under the Agreement or resolution of all audit findings, for audit or inspection by the City, appropriate federal agency or agencies, the Audit of the State of Minnesota, or other duly authorized representative.

E. The Provider agrees to abide strictly by Chapter 13, Minnesota Statutes (Minnesota Government Data Practice Act) as well as any other applicable federal, state, and local laws or ordinances, and all applicable rules, regulations, and standards established by any agency of such governmental units which are now or hereafter promulgated insofar as they relate to the Provider's performance of the provisions of this Agreement.

SECTION 7: Equal Opportunity Employment.

A. The Provider will not discriminate against any employee or applicant for employment for work under this Agreement because of race, color, religion, gender, age, sexual orientation, or national origin and will take affirmative steps to ensure that applicants are employed and employees are treated during employment without regard to race, color, religion, gender, age, sexual orientation, or national origin.

This provision shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment advertising, layoff or termination; rates of pay or their forms of compensation; and selection for training, including apprenticeship.

SECTION 8: Compliance with Applicable Law.

The Provider agrees to comply with all federal, state, and local laws or ordinances, and all applicable rules, regulations, and standards established by any agency of such governmental units, which are now or hereafter promulgated insofar as they relate to the Provider's performance of the provisions of this Agreement. The Provider also agrees to comply with the federal requirements contained in Exhibits B, C, and D of this agreement and any applicable provisions of the Federal Uniform Guidance pursuant to 2 C.F.R. § 200 and all relevant

subparts. It shall be the obligation of the Provider to apply for, pay for, and obtain all permits and/or licenses required.

SECTION 9: Independent Contractor.

A. It is agreed by the parties that, at all times and for all purposes within the scope of this Agreement, the relationship of the Provider to the City is that of an independent contractor and not that of employee. No statement contained in this Agreement shall be construed so as to find the Provider an employee of the City, and the Provider is entitled to none of the rights, privileges, or benefits of Saint Paul employees.

SECTION 10: Subcontracting.

A. The Provider agrees not to enter into any subcontracts for any of the work contemplated under this Agreement (unless specifically outlined in the grant) without obtaining prior written approval of the City.

SECTION 11: Hold Harmless.

That each party will be responsible for their own acts or omissions for their employees, agents and officials. Nothing in this agreement shall constitute a waiver by either party of any statutory or common law defenses, immunities, or limits or exceptions on liability.

SECTION 12: Assignment.

A. The City and the Provider each binds itself and its successors, legal representatives, and assigns of such other party, with respect to all covenants of this Agreement; and neither the City nor the Provider will assign or transfer their interest in this Agreement without the written consent of the other.

SECTION 13: Termination.

A. This Agreement will continue in full force and effect until completion of the Provider's services as described herein unless either party terminates it at an earlier date. Either party to this Agreement may terminate it by giving no less than thirty (30) days written notice of the intent to terminate to the other party.

B. With Cause. The City reserves the right to suspend or terminate this Agreement if the Provider violates any of the terms or conditions of this Agreement or does not fulfill, in a timely and proper manner, its obligations under this Agreement as determined by the City. In the event that the City exercises its right to suspend or terminate under this Section, the City will submit written notice of suspension to the Provider, specifying the reasons therefore, and the date upon which such suspension becomes effective. Within ten days of receipt of such notice, the

Provider will take all actions necessary to cure the default. If the Provider fails to cure the default within the ten-day period, the Agreement is immediately terminated. Upon termination of this Agreement, the Provider will discontinue further commitments of funds under this Agreement.

C. In the event of termination, the City will pay the Provider for all services actually timely, and faithfully rendered up to the receipt of the notice of termination and thereafter until the date of termination. The Provider will deliver all work products and supporting documentation developed up to the date of termination prior to the City rendering final payment for services.

SECTION 14: Default by Provider.
(See SECTION 13, Paragraph B)

SECTION 15: Amendment or Changes to Agreement.

A. The City or the Provider may request changes that would increase, decrease, or otherwise modify the Scope of Services.

B. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement are valid only when reduced to writing and duly signed by the parties.

C. Modifications or additional schedules may not be construed to adversely affect vested rights or causes of action which have accrued prior to the effective date of such amendment, modification, or supplement. The term "this Agreement" as used herein is deemed to include any future amendments, modifications, and additional schedules made in accordance herewith.

SECTION 16: Notices.

A. Except as otherwise stated in this Agreement, any notice or demand to be given under this Agreement must be delivered in person, sent by certified United States Mail, or via electronic mail with Return Receipt Requested. Any notices or other communications must be addressed as follows:

To Provider:
Sergeant Jacob Swanson
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

To City:
Michele Bunce, Accountant
Saint Paul Police Department
367 Grove Street
Saint Paul, MN 55101

SECTION 17: Waiver.

A. Any failure of a party to assert any right under this Agreement will not constitute a waiver or a termination of that right, this Agreement, or any of this Agreement's provision.

SECTION 18: Survival of Obligations.

A. The respective obligations of the City and the Provider under these terms and conditions, which by their nature would continue beyond the termination, cancellation, or expiration of the Agreement will survive such termination, cancellation, or expiration hereof.

B. If a court or governmental agency with proper jurisdiction determines that this

Agreement, or a provision herein is unlawful, this Agreement or that provision, will terminate. If a provision is so terminated but the parties legally, commercially, and practicably can continue this Agreement without the terminated provision, the remainder of this Agreement will continue in effect.

SECTION 19: Interpretation of Agreement, Venue.

A. This Agreement will be interpreted and construed according to the laws of the State of Minnesota. All litigation related to this Agreement shall be venued in the District Court of the County of Ramsey, Second Judicial District, State of Minnesota, where applicable.

SECTION 20: Force Majeure.

A. Neither the City nor the Provider will be held responsible for performance if its performance is prevented by acts or events beyond the party's reasonable control, including, but not limited to: severe weather and storms, earthquake or other natural occurrences, strikes and other labor unrest, power failures, electrical power surges or current fluctuations, nuclear or other civil military emergencies, or acts of legislative, judicial, executive, or administrative authorities.

SECTION 21: Entire Agreement.

It is understood and agreed that the entire Agreement supersede all oral agreements and negotiations between the parties relating to the subject matters herein.

SECTION 22: Exhibits.

As so referenced in these terms and conditions, the Exhibits and Addenda attached to this Agreement, and all obligations and duties articulated and certifications made therein, are incorporated into and made part of this Agreement.

- Exhibit A: Scope of Work
- Exhibit B: Budget Categories and Amounts
- Exhibit C: Standard Federal Award Requirements: Non-Discrimination, Federally Assisted Construction Contracts, Contractor Debarment, Suspension, and Responsibility Certification
- Exhibit D: Additional Federal Provisions
- Exhibit E: Anti-Lobbying Certification Addendum: Grant Specific Requirements

SECTION 23: Applicable Contract Terms and Conditions.

By signing this Agreement, the Provider acknowledges and agrees that federal financial assistance may be used to fund all or a portion of the contract. The Provider will comply with all applicable federal law, regulations, executive orders, policies, procedures, and directives. In addition, Provider will comply with all applicable terms and conditions, requirements, attachments, and addenda no matter the source of funding. Provider further agrees that contract terms and conditions, requirements, Exhibits, and addenda are subject to change based on source of funding.

SECTION 24: Electronic Signatures.

The Parties agree that the electronic signature of a Party to this Agreement will be as valid as an original signature of such Party and will be effective to bind such Party to this Agreement. The Parties further agree that any document (including this Agreement and any attachments or exhibits to this Agreement) containing, or to which there is affixed, an electronic signature will be deemed (i) to be "written" or "in writing," (ii) to have been signed and (iii) to constitute a record established and maintained in the ordinary course of business and an original written record when printed from electronic files. For purposes hereof, "electronic signature" also means a manually signed original signature that is then transmitted by any electronic means, including without limitation a faxed version of an original signature or an electronically scanned and transmitted version (e.g., via PDF) of an original signature. Any Party's failure to produce the original signature of any electronically transmitted signature will not affect the enforceability of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the day and year first above written.

For the City:

For City of Roseville:

Approved as to form:

By: _____
Anthony Edwards
Assistant City Attorney
Date: _____

By: _____
Paul Ford
Assistant Chief of Police
Date: _____

By: _____
John McCarthy
Director of Financial Services
Date: _____

By: _____
Patrick Trudgeon
City Manager
Date: _____

By: _____
Melvin Carter
Mayor
Date: _____

By: _____
Dan Roe
Mayor
Date: _____

EXHIBIT A

Scope of Work

The purpose of this SOW is to describe the work, services, tasks and/or deliverables that Provider will provide to the City under the City Terms and Conditions agreed upon by the Parties, (the "Agreement"). Additional terms and conditions may be set forth in this SOW. To the extent the terms and conditions of this SOW are inconsistent with those of the Agreement, the terms of this SOW will control with respect to the work, services, tasks and/or deliverables described herein. Capitalized terms used herein shall have the same meaning as those used in the Agreement. This SOW is an Exhibit to and is incorporated by this reference into the Agreement as if fully set forth therein and made a part thereof. This SOW, together with the Agreement, represents the complete and total understanding of the parties regarding the Services to be provided by Provider hereunder.

File Attached:

[TZD Enforcement 2024-25 A-ENFRC25-2025-SPPD-027-EXECUTED 10.23.24.pdf]

EXHIBIT B

Budget Categories and Amounts

Roseville Police Department	
Budget Categories	Budget Amount
Total DWI	\$15,548.00
Distracted Driving (April 1-30)	\$3,460.00
Speed (May 1-June 30)	\$1,920.00
Seatbelt (May 19- Jun 1)	\$1,920.00
Speed (July 1-Sept 1)	\$760.00
Seatbelt (Sep 21-27)	\$640.00
Special Projects	\$1,820.00
Grand Total:	\$26,428.00

EXHIBIT C

Standard Federal Award Requirements

I. Non-Discrimination.

Contractor will comply with any applicable federal or state law regarding non-discrimination. The following list includes, but is not meant to limit, laws which may be applicable:

A. The Equal Employment Opportunity Act of 1972, as amended, 42 U.S.C. § 2000e et seq. which prohibits discrimination in employment because of race, color, religion, sex or national origin.

B. Equal Employment Opportunity-Executive Order No. 11246, 30 FR 12319, signed September 24, 1965, as amended, which is incorporated herein by reference, and prohibits discrimination by U.S. Government contractors and subcontractors because of race, color, religion, sex or national origin.

C. The Rehabilitation Act of 1973, as amended, 29 U.S.C. § 701 et seq. and 45 C.F.R. 84.3 (J) and (K) implementing Sec. 504 of the Act which prohibits discrimination against qualified handicapped persons in the access to or participation in federally-funded services or employment.

D. The Age Discrimination in Employment Act of 1967, 29 U.S.C. § 621 et seq. as amended, and Minn. Stat. § 181.81, which generally prohibit discrimination because of age.

E. The Equal Pay Act of 1963, as amended, 29 U.S.C. § 206(d), which provides that an employer may not discriminate on the basis of sex by paying employees of different sexes differently for the same work.

F. Minn. Stat. Ch. 363A, as amended, which generally prohibits discrimination because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age.

G. Minn. Stat. § 181.59 which prohibits discrimination against any person by reason of race, creed, or color in any state or political subdivision contract for materials, supplies or construction. Violation of this section is a misdemeanor and any second or subsequent violation of these terms may be cause for forfeiture of all sums due under the Agreement.

H. Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 through 12213, 47 U.S.C. §§ 225, 611, with regulations at 29 C.F.R. § 1630, which prohibits discrimination against qualified individuals on the basis of a disability in term, condition or privilege of employment.

I. Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq. and including 45 CFR Part 80, prohibits recipients of federal financial assistance from discriminating on the basis of national origin which includes not discriminating against those persons with limited English proficiency.

J. Equal Protection of the Laws for Faith-based and Community Organizations, Exec. Order No. 13279 signed December 12, 2002, and as amended May 3, 2018. Prohibits discrimination against grant seeking organizations on the basis of religion in the administration or distribution of federal financial assistance under social service programs, including grants and loans.

K, Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. 4212, with regulations at 41 C.F.R. Part 60-250, which prohibits discrimination in employment against protected veterans.

II. Contractor Debarment, Suspension, and Responsibility Certification.

Federal Regulation 45 CFR 92.35 prohibits state and local governments from purchasing goods or services with federal money from vendors who have been suspended or debarred by the federal government. Similarly, Minn. Stat. § 16C.03, subd. 2 provides the Commissioner of Administration with the authority to debar and suspend vendors who seek to contract with the State of Minnesota or a local government. Vendors may be suspended or debarred when it is determined, through a duly authorized hearing process, that they have abused the public trust in a serious manner.

By Signing This Agreement, Contractor Certifies: That it and its Principals and Employees:

A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transacting business by or with any federal, state or local governmental department or agency; and

B. Have not within a three (3) year period preceding this Agreement: 1) been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction or contract; 2) violated any federal or state antitrust statutes; or 3) committed embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and

C. Are not presently indicted or otherwise criminally or civilly charged by a governmental entity for: 1) commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction; 2) violating any federal or state antitrust statutes; or 3) committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and

D. Are not aware of any information and possess no knowledge that any subcontractor(s) that will perform work pursuant to this Agreement are in violation of any of the certifications set forth above; and

E. Shall immediately give written notice to the City Project Manager or Buyer should the Contractor come under investigation for allegations of fraud or a criminal offense in connection with obtaining, or performing a public (federal, state or local government) transaction; violating

any federal or state antitrust statutes; or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.

"Principals" for the purposes of this certification means officers; directors; owners; partners; and persons having primary management or supervisory responsibilities within a business entity (e.g. general manager; plant manager; head of a subsidiary, division, or business segment and similar positions).

Anti-Lobbying and Required Certificate

Contractors that apply or bid for an award exceeding \$ 100,000 must file the required certifications pursuant to 31 U.S.C. 1352. By entering into this Agreement, Contractor certifies it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each Contractor and Subcontractor must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient (i.e. the City) who will in turn forward the disclosure(s) to the relevant Federal Agency. If the required certification is applicable, Contractor or Subcontractor must sign the certification attached hereto as Exhibit D, and complete a disclosure form if required, and submit it to the City.

Clean Air Act

Contractors that apply or bid for an award exceeding \$ 150,000 must comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671 q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387) Clean Air Act (42 USC. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended. Violations will be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Rights to Inventions Made Under a Contract or Agreement

If this Agreement meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the Contractor wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the Contractor must comply with the requirements of 37 CFR Part 401 , "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency (the City).

Prohibition on certain telecommunications and video surveillance services or equipment.

The City and Contractor are prohibited from obligating or expending loan or grant funds to:

(1) Procure or obtain; (2) Extend or renew a contract to procure or obtain; or (3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that

uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

- (i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
- (ii) Telecommunications or video surveillance services provided by such entities or using such equipment.
- (iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

Domestic references for procurements.

The Contractor should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products).

For purposes of this section: (1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States; (2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

EXHIBIT D

Additional Federal Provisions

A. APPLICABILITY

The following list contains additional public laws, executive orders and other federal regulations or requirements which may be applicable to activities funded in whole or in part with federal funds.

COPELAND ANTI-KICKBACK ACT

18 U.S.C. § 874; 29 C.F.R. Part 3

Prohibits kickbacks to public employees, and any person involved in the administration of federal funds.

EXECUTIVE ORDER 11246 AS AMENDED BY EXECUTIVE ORDERS 11375 11478, 12086 AND 12107

41 C.F.R. Chapter 60; 24 C.F.R. § 5.105(a)(1); 24 C.F.R. § 570.607

Relates to equal employment opportunities under HUD contracts and HUD assisted construction contracts.

UNIFORM ADMINISTRATIVE REQUIREMENTS

2 C.F.R. Part 200, subps. C and D; 24 C.F.R. 570.502, 570.610

Contains uniform administrative requirements applicable to federally funded grants and contracts. Includes requirement for the City and/or HUD to monitor/review/report on subgrantee activities.

UNIFORM COSTS PRINCIPLES

2 C.F.R. Part 200, subp. E; 24 C.F.R. 570.502, 570.610

Relates to cost and expenditure principles for federally funded grants and contracts.

UNIFORM AUDIT REQUIREMENTS

2 C.F.R. Part 200, subp. F; 24 C.F.R. 570.502, 570.610

Contains audit requirements for non-profit organizations and governmental entities.

EXECUTIVE ORDERS 11625 12432 AND 12138

2 C.F.R. § 200.321; 24 C.F.R. 5.105(a)(1); 24 C.F.R. § 570.904(d)

Relates to the national programs for Minority Business Enterprises and Women's Business Enterprises.

SECTION 109 OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974

42 U.S.C. § 5309; 24 C.F.R. Part 6; 24 C.F.R. § 570.602

Prohibits discrimination on the basis of race, color, religion or national origin in any activity or program funded in whole or in part with CDBG or UDAG funds.

AGE DISCRIMINATION ACT OF 1975

42 U.S.C. 6101-6107; 24 C.F.R. § 5.1050(1)•, 24 C.F.R. Part 146; 24 C.F.R. §570.602

No persons shall, on the basis of age, be excluded from participation or be denied benefits, or be subject to any discrimination from any program receiving federal assistance.

ARCHITECTURAL BARRIERS ACT OF 1968

42 U.S.C. 4151-4157; 24 C.F.R. § 570.614(a)

Requires certain Federal and Federally funded buildings and other facilities to be designed, constructed, or altered in accordance with standards that insure accessibility to, and use by, physically handicapped people.

NATIONAL ENVIRONMENTAL POLICY ACT OF 1969

42 U.S.C. 4321-4370m-12•, 24 C.F.R. Part 58; 24 C.F.R. § 570.604

The recipient of federal funds assumes the responsibility for ensuring that environmental reviews are completed prior to the start of any activity funded in whole or in part with federal funds.

NATIONAL HISTORIC PRESERVATION ACT OF 1966

54 U.S.C. 300101-307108; 24 C.F.R. §

Relates to the process for designating structures on the National Historic Preservation List, and the kinds of activities which may be done as a result of this designation.

ARCHEOLOGICAL AND HISTORIC PRESERVATION ACT OF 1974

54 U.S.C. 312501-312508; 24 C.F.R. §

Provides for the preservation of significant scientific, prehistorical, historical, or archeological data that may otherwise be lost in the course of work on federally funded projects.

EXECUTIVE ORDER 11593

24 C.F.R. §

Provides for the protection and enhancement of the cultural environment.

HATCH ACT

5 U.S.C. 1501-1508; 24 C.F.R. §570.207

Prohibits the financing of any type of political activities with federal funds.

CODE OF CONDUCT AND CONFLICT OF INTEREST

2 C.F.R. § 200.317-.318, 24 C.F.R. § 570.611

States that no person(s) administering federally funded programs may, as a result of their position, receive personal gain.

IMMIGRATION AND NATIONALITY ACT AS AMENDED BY IMMIGRATION REFORM

AND CONTROL ACT

8 U.S.C. 1324a-1330•, 8 C.F.R. § 245a.5; 24 C.F.R. § 570.613

Prohibits employers from hiring and employing an individual for employment in the U.S. knowing that the individual is not authorized with respect to such employment. The requirements of this Act apply to Subgrantee and any and all contracts that Subgrantee enters into with any contractor or subcontractor. Also prohibits certain newly legalized aliens from being eligible to apply for benefits under covered activities funded by the programs listed in 24 C.F.R. § 570.613.

DRUG-FREE WORKPLACE ACT OF 1988

41 U.S.C. § 701; 24 C.F.R. § 5.105(d)

Requires federal grant recipients and federal contractors with a contract for more than \$100,000 to adopt a drug-free workplace policy and establish a drug-free awareness program.

EVALUATION OF COST REASONABLENESS

2 C.F.R. §§200.403 and 2 C.F.R. 200.404

Provides criteria that costs must meet in order to be allowable under Federal awards and lists considerations that must be given in determining the reasonableness of a given cost.

[Section Left Intentionally Blank.]

EXHIBIT E

Lobbying Certification

The undersigned certifies, to the best of the undersigned's knowledge and belief, on behalf of Contractor that:

A. No Federal appropriated funds have been paid or will be paid, by or on behalf of Contractor, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, Contractor shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3. Contractor shall require that the language of this certification be included in the award documents for all subcontracts at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subcontractors shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$ 100,000 for each such failure.¹

The undersigned hereby represents and warrants that the undersigned has the authority to sign on behalf of Contractor. The undersigned certifies or affirms the truthfulness and accuracy of each statement of each certification made herein and disclosure, if any. In addition, the undersigned understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

¹ These civil penalty amounts are subject to adjustments for inflation pursuant to the Federal Civil Penalties Inflation Adjustment Act of 1990, as amended by the Federal Civil Penalties Inflation Adjustment Act Improvements Act of 2015.

IN WITNESS WHEREOF, the undersigned has caused this Certification to be executed the day and year first above written on behalf of Contractor.

Contractor Name By:

Print Name: _____

Its_____

Summary report: Litera Compare for Word 11.7.0.54 Document comparison done on 10/30/2024 9:39:44 AM	
Style name: Default Style	
Intelligent Table Comparison: Active	
Original filename: Roseville (002).docx	
Modified DMS: dm://DOCSOPEN/985833/1	
Changes:	
<u>Add</u>	48
Delete	34
Move From	0
<u>Move To</u>	0
<u>Table Insert</u>	0
Table Delete	0
<u>Table moves to</u>	0
Table moves from	0
Embedded Graphics (Visio, ChemDraw, Images etc.)	0
Embedded Excel	0
Format changes	0
Total Changes:	82



Grant Contract Agreement

Page 1 of 2

Minnesota Department of Public Safety (“State”) Office of Traffic Safety 445 Minnesota Street, Suite 1620 Saint Paul, Minn., 55101	Grant Program: 2025 Enforcement Grant Contract Agreement No.: A-ENFRC25-2025-SPPD-027
Grantee: St. Paul Police Department 367 Grove Street St. Paul, Minn. 55101-2416	Grant Contract Agreement Term: Effective Date: Oct. 1, 2024 Expiration Date: Sept. 30, 2025
Grantee’s Authorized Representative: Commander Jeremy Ellison St. Paul Police Department 367 Grove Street St. Paul, Minn. 55101-2416 (651) 266-5457 Jeremy.Ellison@stpaul.gov	Grant Contract Agreement Amount: Original Agreement \$ 969,900.00 Matching Requirement* \$0.00 See special conditions
State’s Authorized Representative: Shannon Grabow Office of Traffic Safety 445 Minnesota Street, Suite 1620 Saint Paul, Minn., 55101 (651) 373-9671 shannon.grabow@state.mn.us	Federal Funding: CFDA/ALN: 20.600, 20.608, 20.616 FAIN: 69A37523300004020MN0, 69A37523300001640MNA, 69A3752330000405HMN0 State Funding: N/A *Special Conditions: If equipment is purchased, a 50 percent match of the item is required. Refer to program manual.

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

Term: Per Minn. Stat. §16B.98, Subd. 5, the Grantee must not begin work until this grant contract agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per Minn. Stat. §16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee, will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee’s approved 2025 Enforcement Application [“Application”] which is incorporated by reference into this grant contract agreement and on file with the State at 445 Minnesota Street, Suite 1620, Saint Paul, Minnesota 55101. The Grantee shall also comply with all requirements referenced in the 2025 Enforcement Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

Budget Revisions: The breakdown of costs of the Grantee’s Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee’s Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

Matching Requirements: (If applicable.) As stated in the Grantee’s Application, the Grantee certifies that the matching requirement will be met by the Grantee.



Grant Contract Agreement

Page 2 of 2

Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15.

Signed: _____

Date: _____

Grant Contract Agreement No./ P.O. No.
A-ENFRC25-2025-SPPD-027/3000097919

Project No. 25-04-01

3. STATE AGENCY

Signed: _____
(with delegated authority)

Title: _____

Date: _____

2. GRANTEE

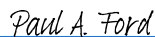
The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signed: 
Anthony Edwards (Oct 18, 2024 10:23 CDT)

Print Name: Anthony Edwards

Title: Assistant City Attorney

Date: 10/18/2024

Signed: 
Paul A. Ford (Oct 18, 2024 10:40 CDT)

Print Name: Paul Ford

Title: Assistant Chief of Police

Date: 10/18/2024

Signed: 

Print Name: John McCarthy

Title: Director, OFS

Date: 10/18/2024

Signed: 

Print Name: Andrea Ledger

Title: Director, HEERO

Date: 10/18/2024

Signed: 
Jaime Rae Tincher (Oct 18, 2024 15:48 CDT)

Print Name: Jaime Tincher

Title: Deputy Mayor

Date: 10/18/2024

Budget Summary

Budget				
Budget Category		State Reimbursement	Local Match	
Dispatch/Admin- Other				
Dispatch/admin - Other		\$25,000.00	\$0.00	
Total		\$25,000.00	\$0.00	
Enforcement- Distract/Speed/MO/Belt				
Enfrc- Distract/Spd/MO/Belt		\$232,500.00	\$0.00	
Total		\$232,500.00	\$0.00	
Enforcement- Impaired				
Enforcement - Impaired		\$388,700.00	\$0.00	
Total		\$388,700.00	\$0.00	
Enforcement- Pedestrian				
Enforcement - Pedestrian		\$241,000.00	\$0.00	
Total		\$241,000.00	\$0.00	
Match – Mileage Expenses				
Match - Mileage Expense		\$0.00	\$0.00	
Total		\$0.00	\$0.00	
Dispatch/Admin-Impaired				
Dispatch/admin - DWI		\$17,200.00	\$0.00	
Total		\$17,200.00	\$0.00	
Optional Activities- Impaired				
Optional Activities - DWI		\$30,500.00	\$0.00	
Total		\$30,500.00	\$0.00	
Optional Activities- Other				
Optional Activities - Other		\$35,000.00	\$0.00	
Total		\$35,000.00	\$0.00	
Total		\$969,900.00	\$0.00	

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 10.I.

Department Approval



City Manager Approval



Item Description: Approve Resolution Ratifying the Labor Agreement between the City of Roseville and International Union of Operating Engineers (IUOE) 49

Background

The City of Roseville has six collective bargaining units. The City works with representatives of each unit to negotiate the terms of an agreement which lay out conditions of employment. This agreement is then brought to the respective union members for a vote, and sent to the City Council for review, discussion and approval. The collective bargaining agreement with the International Union of Operating Engineers (IUOE) 49 expires at the end of 2024.

The union has voted to accept the proposed terms and conditions which are outlined in the attached Tentative Agreement (Attachment 1). As part of the negotiation process, staff and union representatives looked at both internal and external market comparisons regarding wages and benefits. City staff and the union have found common ground for a settlement on the contract provisions outlined in the attached Tentative Agreement.

Policy Objectives

Each year the City budgets wage and benefit adjustments for all employees. The adjustments stem from the best information known or anticipated from the metro labor market, labor settlements and budgetary considerations.

Objectives considered when negotiating this contract included utilizing internal and external comparisons in order to reach a fair and equitable agreement for both sides. Additionally, a cost analysis, market survey, internal wage compression issues, and review of current economic conditions were conducted and considered along with compliance with the Minnesota Pay Equity Act.

Equity Impact Summary

The consideration of equity in this recommendation ensures that the contract aligns with our community's aspirations for inclusivity, environmental sustainability, and equitable treatment. Streets, Park, and Utility Maintenance employees play a crucial role in maintaining safe, accessible, and well-connected infrastructure and public spaces, which supports residents' health, well-being, and quality of life. The contract reflects the city's commitment to fair and transparent negotiations, fostering a positive relationship between city staff and the community. Through this contract, the city affirms its dedication to providing safe, inclusive, and sustainable public spaces and infrastructure, enhancing the

city's natural areas and accessibility for all, regardless of age, ability, or socio-economic background.

Budget Implications

The proposed Personnel Services budget is sufficient to cover the cost of the proposed collective bargaining agreement for 2025. The City Council will need to provide adequate funding for the subsequent years.

Staff Recommendations

By motion, approve the resolution ratifying the labor agreement between the City of Roseville and IUOE 49 for a contract term beginning January 1, 2025 through December 31, 2027.

Requested Council Action

Approve the resolution ratifying the labor agreement between the City of Roseville and IUOE 49 for a contract term beginning January 1, 2025, through December 31, 2027.

Prepared by: Rebecca Olson, Assistant City Manager

Attachments:

1. Tentative Agreement
2. Resolution

International Union of Operating Engineers (IUOE) Local 49, AFL-CIO
Contract Negotiations
Initial Meeting: 06/05/2024
FINAL Meeting: 11/05/2024

TENTATIVE AGREEMENT

The following items have been tentatively agreed to by IUOE 49 and the City of Roseville and will be incorporated into a contract that will be sent for final approval.

1. **Duration:** January 1, 2025 – December 31, 2027
2. **Definitions (Article 7):** Definitions are alphabetized, and the definition of BASE PAY RATE (7.5) is updated to read “The employee’s hourly pay rate including any Educational Incentive Pay”.
3. **Standby (Article 12)**

- 12.1 This section is updated to reflect the combining of the Maintenance II and Ice Arena hourly rates into one wage table. The rate table is updated to reflect the Cost-of-Living Adjustment (COLA) for each year and new wages associated with the new contract. The rates are as follows:

	Maintenance II/Ice Arena Step 2 Hourly Rate	Weekly Rate (per 7 days)
Effective January 1, 2025	\$32.61	\$456.54
Effective January 1, 2026	\$33.59	\$470.26
Effective January 1, 2027	\$34.60	\$484.40

- 12.2 This section is updated to reflect the combining of the Maintenance II and Ice Arena hourly rates into one wage table. The rate table is updated to reflect the Cost-of-Living Adjustment (COLA) for each year and new wages associated with the new contract. The rates are as follows:

	Maintenance II / Ice Arena Step 2 Hourly Rate	2 x Hourly Rate	Total Daily Rate for holiday standby
Effective January 1, 2025	\$32.61	\$65.22	\$130.44
Effective January 1, 2026	\$33.59	\$67.18	\$134.36
Effective January 1, 2027	\$34.60	\$69.20	\$138.40

- 12.5 A new 12.5 is agreed upon as below.
For staffing needs that are known to the City at least 1 week in advance (“Anticipated Staffing Needs”), the City will solicit volunteers to work

overtime, and will only require the individual assigned to work standby to satisfy the Anticipated Staffing Needs if the City has been unable to obtain the necessary volunteers.

4. **Paid Time Off (Article 24):**

This section updates the accrual rate to remove the biweekly accrual hours due to the city's new financial software system. Language will be added to ensure employees continue to receive their PTO accruals biweekly.

<u>Years of Service</u>	<u>Annual Accrual Rates</u>
1 - 4 Years	18 days
5- 14 Years	23 days
15 or more Years	28 days

5. **Holidays (Article 26):**

This section removes article 26.5 and incorporates the Juneteenth holiday into the list of holidays in 26.1.

6. **Uniforms (Article 27):**

The amounts are updated along with the year.

Current 2024 Amount	2025 (3% increase)	2026 (3% increase)	2027 (3% increase)
\$507.47	\$522.69	\$538.37	\$554.53

The Equipment Mechanic and Working Foreman – Mechanical, will be provided with rented coveralls as needed.

The EMPLOYER shall reimburse all Mechanics, upon receipt, up to the following amounts for the purchase of safety footwear.

2025: \$215.24 (3% increase)

2026: \$221.70 (3% increase)

2027: \$228.35 (3% increase)

7. **Wages and Compensation:**

There is a new section that outlines additional incentive pay for employees assigned to the Utilities Division if they hold certain licenses. Employees are eligible for the highest license premium in each category (sewer & water).

Water	Sewer
Class D: \$0.25/hour	Class SD: \$0.25/hour
Class C: \$0.50/hour	Class SC: \$0.50/hour
Class B: \$0.75/hour	Class SB: \$0.75/hour

In addition, Employees are eligible for the following:

Specialty Licenses: First Class Engineer – Grade C (Boiler License): \$2.00/hour

The wages below reflect the agreed upon rates and include a standard 5% increase between steps. It reflects a 3% COLA for years 2026 and 2027.

Maintenance II/Ice Arena				
Step	Eligibility	Proposed 2025 Wage	Proposed 2026 Wage – 3%	Proposed 2027 Wage – 3%
Start	Starting Rate	\$29.43	\$30.31	\$31.22
Step 1	Eligible upon meeting requirements of position certifications and licenses	\$30.98	\$31.91	\$32.87
Step 2	Eligible after 12 months of continuous service at previous step	\$32.61	\$33.59	\$34.60
Step 3	Eligible after 12 months of continuous service at previous step	\$34.33	\$35.36	\$36.42
Step 4	Eligible after 12 months of continuous service at previous step	\$36.14	\$37.22	\$38.34
Step 5	Eligible after 12 months of continuous service at previous step	\$38.04	\$39.18	\$40.36
Step 6	Eligible after 12 months of continuous service at previous step	\$40.04	\$41.24	\$42.48

Mechanic				
Step	Eligibility	Proposed 2024 2025 Wage	Proposed 2026 Wage – 3%	Proposed 2027 Wage – 3%
Start	Starting Rate	\$38.56	\$39.72	\$40.91
Step 1	Eligible after 12 months of continuous service	\$40.35	\$41.56	\$42.81
Step 2	Eligible after 36 months of continuous service at Step 1	\$42.41	\$43.68	\$44.99

Working Foreman				
Step	Eligibility	Proposed 2025 Wage	Proposed 2026 Wage – 3%	Proposed 2027 Wage – 3%
Start		\$42.49	\$43.76	\$45.08
Step 1	Eligible after 12 months of continuous service	\$44.35	\$45.68	\$47.05

8. Career & Skill Development Program:

This section was updated to reflect the hourly amount rather than monthly and annual amounts. Those amounts are listed below. In addition, language was updated for those employees who had previously reached Step 6 and 7 in the Career Development program. This update allows those employees to continue receiving the incentive amount.

Level	Education Requirement	Hourly Rate
Level 1	Associates Degree	\$0.36/hour
Level 2	Public Works Certificate	\$0.59/hour
Level 3	Public Works Leadership Academy or Electrical License	\$0.72/hour
Level 4	Bachelor's Degree	\$0.89/hour

Employees previously enrolled in the Career Development Program as of the December 31, 2024, who had achieved Step 6 or Step 7 (or Step 2 or Step 3 for Mechanic/Working Foreman) and were receiving Education Incentive Pay, shall be eligible to continue to receive the following Education Incentive Pay level as follows:

Current Step 6 – Level 1 \$0.36/hour)
Current Step 7 – Level 2 \$0.59/hour)

If an employee that is currently at Step 6 or Step 7 meets the requirements for any higher Educational Incentive Pay level, they will be awarded the appropriate higher level. For example, if an employee is currently at Step 7 but has a Bachelor's Degree, they would be placed at Level 4 once the degree has been verified.

Educational Incentive Pay as defined above shall be included as part of the EMPLOYEE's base wage. It is considered both PERA eligible and included in the base rate for overtime calculations.

9. **Continuing Education Incentive Pay (Appendix B):**

This section has been removed.

10. **Memorandums of Understanding:**

The following MOUs will be renewed for the duration of the contract.

- Post-Employment Health Plan
- Workweek (OT changes if schedule 4-10 hour days)

Patrick Trudgeon, City Manager

DATED: _____

Jonathan Turner, Business Agent

DATED: _____

Darien Schifsky, Union Steward

DATED: _____

Michael Gauger, Union Steward

DATED: _____

Jeff Domagala, Union Steward

DATED: _____

**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 25th day of November, 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.
APPROVING THE AGREEMENT BETWEEN THE CITY OF ROSEVILLE AND
INTERNATIONAL UNION OF OPERATING ENGINEERS
LOCAL 49
FOR CALENDAR YEARS 2025-2027

WHEREAS, representatives of the City of Roseville and representatives International Union of Operating Engineers Local 49 bargaining unit of the City have negotiated a 3-year labor agreement for the term January 1, 2025 through December 31, 2027; and

WHEREAS, the attached document summarizes the agreement between the parties.

NOW, THEREFORE, BE IT RESOLVED that the City Council approves and ratifies the agreement and that the appropriate individuals designated by the City are authorized and directed to execute the original contracts.

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

46 and the following voted against the same: .

47

48 WHEREUPON said resolution was declared duly passed and adopted.

49

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 25th day of November, 2024 with the original thereof on file in my office.

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

SEAL

Patrick J. Trudgeon, City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 10.m.

Department Approval



City Manager Approval



Item Description: Approve Resolution Ratifying the Labor Agreement between the City of Roseville and Law Enforcement Labor Services Local 436

Background

The City of Roseville has six collective bargaining units. The City works with representatives of each unit to negotiate the terms of an agreement which lay out conditions of employment. This agreement is then brought to the respective union members for a vote, and sent to the City Council for review, discussion and approval. The collective bargaining agreement with Law Enforcement Labor Services (LELS) local 436 (Police Sergeants) expires at the end of 2024.

The union has voted to accept the proposed terms and conditions which are outlined in the attached Tentative Agreement (Attachment 1). As part of the negotiation process, staff and union representatives looked at both internal and external market comparisons regarding wages and benefits. City staff and the union have found common ground for a settlement on the contract provisions outlined in the attached Tentative Agreement.

Policy Objectives

Each year the City budgets wage and benefit adjustments for all employees. The adjustments stem from the best information known or anticipated from the metro labor market, labor settlements and budgetary considerations.

Objectives considered when negotiating this contract included utilizing internal and external comparisons in order to reach a fair and equitable agreement for both sides. Additionally, a cost analysis, market survey, internal wage compression issues, and review of current economic conditions were conducted and considered along with compliance with the Minnesota Pay Equity Act.

Equity Impact Summary

The consideration of equity in this recommendation ensures that the contract aligns with the community's aspirations for safety, security, and fair treatment. The decision supports the Police Sergeants' role in fostering a secure environment, which is vital for community trust and safety. The contract also reflects the city's commitment to fair and transparent negotiations, which is integral to maintaining a positive relationship with both the police department and the community.

Budget Implications

The proposed Personnel Services budget is sufficient to cover the cost of the proposed collective bargaining agreement for 2025. The City Council will need to provide adequate funding for the subsequent years.

Staff Recommendations

By motion, approve the resolution ratifying the labor agreement between the City of Roseville and LELS 436 for a contract term beginning January 1, 2025 through December 31, 2026.

Requested Council Action

Approve the resolution ratifying the labor agreement between the City of Roseville and LELS 436 for a contract term beginning January 1, 2025, through December 31, 2026.

Prepared by: Rebecca Olson, Assistant City Manager

Attachments:

1. Tentative Agreement
2. Resolution

Law Enforcement Labor Services, Inc., Local #436 (Roseville Sergeants)
Contract Negotiations
Initial Meeting: 10/29/2024

TENTATIVE AGREEMENT

The following items have been tentatively agreed to by LELS Local #436 and the City of Roseville and will be incorporated into a contract that will be sent for final approval.

1. **Duration:** (Article 33) January 1, 2025 – December 31, 2026
2. **Definitions:** (Article 3) Added definition for Standby Pay (Article 19) and reorder definitions into alphabetical order.
3. **On-Call Pay:** (New Article) Add an article that compensates Detective Sergeants for on-call pay. The Detective Sergeant will be compensated for 2 hours of overtime pay for each day they are required to be on-call.
4. **Uniforms:** (Article 20) Language is updated to be consistent with other bargaining units related to the timeframe for payout of the uniform allowance.
 - 20.1 Other than the initial issue, for the years ~~2022-2024~~2025-2026, the City will pay uniformed Sergeants and Plain Clothes Investigative Sergeants an annual allowance of \$980 for each year of the contract payable in two (2) equal installments ~~in~~ before the end of the first quarter of the year and July for the purchase and maintenance of clothing worn in the course of their assigned duties.
5. **Holidays:** (Article 25) Replace this section with the following language which is identical to the language in the Patrol Officers contract.
 - 25.1 The EMPLOYER grants to members of the bargaining unit twelve (12) paid holidays per year. In addition, 4 holiday hours are granted in the beginning of each calendar year in lieu of the City's floating holiday (whether designated or not). These 4 hours will be scheduled with prior approval of the EMPLOYER.
 - 25.2 Employees who are scheduled and work on the following days will receive an additional 0.5 hours pay for every hour worked in either compensatory time or pay.
 - New Year's Day
 - Martin Luther King Jr Day
 - President's Day

- Memorial Day
- Juneteenth
- July 4
- Labor Day
- Veteran’s Day
- Thanksgiving
- Day after Thanksgiving
- Christmas Eve
- Christmas Day

6. **Sick Leave:** (Article 26) This section incorporates the previous MOU related the Earned Sick and Safe Time but updates the hours to annually to allow the city’s financial system to calculate it correctly. The language is as follows:

26.1 Regular full-time employees shall earn sick leave at a rate of ~~3.693 hours per pay period.~~ 96 hours annually. Sick leave may be carried over from year to year. Sick leave may be used for any purpose permitted by the Employer’s Earned Sick and Safe Time (“ESST” Policy, which is consistent with and satisfies the requirements of Minnesota Statutes §§181.9445, 181.9446, 181.9447, and 181.9448.

7. **Wages and Compensation:** (Appendix A) Wages have been updated to reflect a 3% COLA plus a 12% Market Adjustment for 2025 and a 3% COLA and a 2% Market Adjustment for 2026. The wages rates are listed below.

Step	2025 Hourly Rate	2026 Hourly Rate
Step 1 (Start)	<u>\$62.47</u>	<u>\$65.59</u>
Step 2 (After 1 Year)	<u>\$63.99</u>	<u>\$67.19</u>
Step 3 (After 2 Years)	<u>\$65.70</u>	<u>\$68.98</u>
Step 4 (After 3 Years)	<u>\$67.34</u>	<u>\$70.71</u>

8. **Vacation Schedule:** (Appendix B): Updates the schedule to reflect annual amounts which allows the city’s financial system to calculate it correctly.

Minimum Continuous Service Time Required From Date of Employment	Biweekly <u>Annual</u>
Less than 5 Years	3.077 hours biweekly <u>80 hours</u>
5 years or more but less than 10	4.616 hours biweekly <u>120 hours</u>
10 years or more but less than 11	4.923 hours biweekly <u>128 hours</u>
11 years or more but less than 12	5.169 hours biweekly <u>134.4 hours</u>
12 years or more but less than 13	5.539 hours biweekly <u>144 hours</u>
13 years or more but less than 14	5.908 hours biweekly <u>153.6 hours</u>
14 years or more	6.154 hours biweekly <u>160 hours</u>

Patrick Trudgeon, City Manager

DATED: _____

Tim Gannon, Business Agent

DATED: _____

Jacob Swanson, Union Steward

DATED: _____

**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 ____ day of _____, 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.
APPROVING THE AGREEMENT BETWEEN THE CITY OF ROSEVILLE AND
LAW ENFORCEMENT LABOR SERVICES
LOCAL 436
FOR CALENDAR YEARS 2025-2026

WHEREAS, representatives of the City of Roseville and representatives of Law Enforcement Labor Services Local 436 bargaining unit of the City have negotiated a 2-year labor agreement for the term January 1, 2025 through December 31, 2026; and

WHEREAS, the attached document summarizes the agreement between the parties.

NOW, THEREFORE, BE IT RESOLVED that the City Council approves and ratifies the agreement and that the appropriate individuals designated by the City are authorized and directed to execute the original contracts.

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

46 and the following voted against the same: .

47

48 WHEREUPON said resolution was declared duly passed and adopted.

49

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 25th day of November, 2024 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 25th day of November, 2024

SEAL

Patrick J. Trudgeon, City Manager

REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 10.n.

Department Approval

City Manager Approval



Item Description: Approve Roseville Firefighters Relief Association Benefit Increase

Background

On October 28, 2006, the City Council approved Resolution 10442 (Attachment 1). The resolution included a clause that provided a simplified, long-term solution for the Roseville Firefighter Relief Association with respect to granting benefit increases to the retirees of the Roseville Fire Department covered by the Relief Association.

This clause stated: "Beginning January 1, 2008 and each year thereafter, increases in the monthly and lump sum benefits shall equate to the same cost of living adjustment provided to Social Security recipients."

Currently, the Relief Association Pensioner benefit is set at \$44.63 per month, per year of service or a lump sum payment of \$4,463.00 per year of service for any Association Member who completes 20 years or more of service to the city.

Each year, the City Council approves a benefit raise that mirrors the Social Security Cost of Living Adjustment (COLA).

Effective January 1, 2022, the City and RFRA entered into an Aid Allocation Agreement with the Relief Association, where it reinforced their commitment to approve raises in accordance with Resolution 10442 in exchange for the City to retain the Fire State Aid 2% money. This agreement is set to expire on December 31, 2025.

This year, the Social Security Cost of Living Adjustment (which becomes effective January 1, 2025) has been set at 2.5%. Based upon calculations with respect to Resolution 10442 and the 2025 Social Security COLA, the 2024 benefit level should be increased by \$1.12 per month, per year of service and a lump sum payment of \$112.00 per year for any Association Member who completes 20 years or more of service to the city.

This would result in the benefit being set at \$45.75 per month, per year of service and a lump sum payment of \$4,575.00 per year for any Association Member who completes 20 years or more of service to the city (Attachment 2).

Policy Objectives

To continue to comply with Resolution #10442 and increase the RFRA benefit to reflect the Social Security COLA.

Equity Impact Summary

Not applicable.

Budget Implications

None. Currently, without the increase, the financials show that the fund is 140% funded through October 2024 with respect to benefit obligations and this Cost of Living Adjustment would have little effect on the funding percentage. (See Attachment 3).

Staff Recommendations

Staff recommends the granting of the 2.5% benefit increase to members of the Roseville Fire Relief Association in accordance with Resolution 10442.

Requested Council Action

A motion to approve a benefit increase beginning on January 1, 2025 of \$1.12 per month, per year of service, for RFRA pensioners selecting the monthly benefit option and an increase of \$112.00 per year of service for those pensioners selecting the lump sum payment benefit.

This action would increase the benefit levels to:

- Monthly: \$45.75 per month, per year of service
- Lump sum: \$4,575.00 per year of service

Prepared by: Patrick Trudgeon, City Manager
Scott Wemyss, Roseville Fire Relief Association Secretary

Attachments:

1. City Council Resolution #10442
2. Social Security COLAs and resulting benefit increase
3. Roseville Fire Relief Association Actuarial dated January 1, 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 October, 2006 at 6:00 p.m.

The following members were present: Kough, Maschka, Ihlan, Pust and Klausing, and the following were absent: none.

Member Klausing introduced the following resolution and moved its adoption:

RESOLUTION 10442

**RESOLUTION AUTHORIZING A NEW FIRE RELIEF PENSION PLAN BENEFIT
FOR THE FISCAL YEAR OF 2007 AND BEYOND**

WHEREAS, The City of Roseville recognizes the valuable contributions by Roseville Firefighters and has therefore established a Fire Relief Pension Plan, and;

WHEREAS, Eligible members in the Fire Relief Pension Plan are currently entitled to a monthly benefit in the amount of \$27 per month per year of service in the form of a monthly annuity, and;

WHEREAS, Eligible members in the Fire Relief Pension Plan are currently entitled to elect a one-time lump-sum payout in the amount of \$2,700 per year of service in lieu of a monthly annuity, and;

WHEREAS, the City of Roseville and Roseville Fire Relief Association have mutually agreed to a revised Plan benefit.

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

- 1) Beginning November 1, 2006, the monthly benefit shall be \$29 per month per year of service for those that elect a monthly annuity; and \$2,900 per year of service for those that elect a one-time lump-sum payout.
- 2) Beginning January 1, 2008 and each year thereafter, increases in the monthly and lump-sum benefits shall equate to the same cost of living adjustment provided to Social Security recipients.
- 3) Future benefit increases shall be withheld if it is demonstrated through an actuarial analysis that the Pension Plan's unfunded liability is less than 70%.

The motion for the adoption of the foregoing resolution was duly seconded by Member Ihlan and upon a vote being taken thereon, the following voted in favor thereof: Kough, Maschka, Ihlan, Pust and Klausing and the following voted against the same: none.

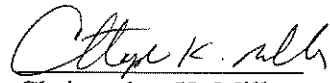
WHEREUPON, said resolution was declared duly passed and adopted.

Resolution – Fire Relief Pension Plan

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 October, 2006 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 23rd day of October, 2006.


Christopher K. Miller,
Interim City Manager

(Seal)

Social Security Cost of Living Adjustment and Relief Benefit History

Year	Social Security COLA	Actual benefit Level	Benefit Level Per Resolution 10442	Proposed Benefit Level
2011	3.60%	\$30.00	\$31.39	Last increase was Mid 2008 (\$1.00)
2012	1.70%	\$30.00	\$32.52	No benefit increase
2013	1.50%	\$30.00	\$33.07	Benefit increase granted mid year (\$2.00)
2014	1.70%	\$32.00	\$33.57	No benefit increase
2015	0.00%	\$32.00	\$34.14	No benefit increase
2016	0.30%	\$32.00	\$34.14	No benefit increase
2017†	2.00%	\$34.24	\$34.24	\$34.24
2018	2.80%	\$34.93	\$34.93	\$34.93
2019	1.60%	\$35.91	\$35.91	\$35.91
2020	1.30%	\$36.48	\$36.48	\$36.48
2021††	1.70%		\$36.96	
2021††	3.00%	\$37.57	\$37.57	\$37.57
2022	6.10%	\$39.79	\$39.79	\$39.79
2023	8.70%	\$43.25	\$43.25	\$43.25
2024	3.20%	\$44.63	\$44.63	\$44.63
2025†††	2.50%		\$45.75	\$45.75

†2017 is the year that city council passed a benefit increase to "catch up" the benefit level to be in agreement with Resolution 10442 and to go forward on an annual basis with COLA adjustments equal to that of the Social Security Index.

†† 2021 - Organized employees of the city received a 3% COLA for 2021. The proposed benefit level reflects a 3% increase

††† The COLA increase (3.2%) for 2024 is calculated as \$44.63. * .025 = **\$1.12**



Roseville Firefighter's Relief Association

January 1, 2024

Actuarial Valuation of Statutory Funding Requirements



February 29, 2024

Roseville Firefighter's Relief Association

January 1, 2024 Actuarial Valuation and Benefit Study

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Roseville Firefighter's Relief Association

January 1, 2024 Actuarial Valuation and Benefit Study

Introduction and Summary

Introduction and Actuarial Certification

Purposes of the valuation

This report presents the results of the January 1, 2024 statutory funding valuation for the Roseville Firefighter's Relief Association. Its sole purpose is to determine the annual municipal obligation to the plan and should not be used for any other purpose. Computations for other purposes, such as plan accounting, may differ significantly from the results shown in this report.

This report may not be used for any other purpose, and VIA Actuarial Solutions is not responsible for the consequences of any unauthorized use. Its content may not be modified, incorporated into or used in other material, or otherwise provided, in whole or in part, to any other person or entity, without our permission.

Sources of data

The Relief Association supplied the January 1, 2024 data for all active, terminated, and retired members, and asset data for the special fund. We have relied on that data in preparing this report.

Changes from the previous valuation

The prior actuarial valuation of the plan was prepared as of January 1, 2023. Changes to the plan provisions and actuarial assumptions reflected in this valuation are described at the end of each of those sections in this report. These changes include:

- The annuity multiplier was increased from \$43.25 to \$44.63 per month of service. The lump sum benefit multiplier was increased from \$4,325 to \$4,463 per year of service.

Summary of valuation results

The actuarial accrued liability used for determining the minimum required contribution increased from \$11,498,707 as of January 1, 2023 to \$11,617,972 as of January 1, 2024. This was primarily due to increases in the benefit multipliers. Special Fund assets increased from \$12,870,933 as of January 1, 2023 to \$14,674,615 as of December 31, 2023 due to greater-than-expected asset returns. As a result, the plan's funded status increased from 111.93% to 126.31%.

The annual statutory contribution based on the results of this report before any offset for State Aid is \$0, unchanged from the 2023 valuation.

The State Aid amount is not yet known, but if the amount stays at the level paid in 2023 (\$48,725), the remaining municipal obligation would be \$0 annually for fiscal year ending 2025.

Roseville Firefighter's Relief Association

January 1, 2024 Actuarial Valuation and Benefit Study

Introduction and Summary

Introduction and Actuarial Certification (continued)

Actuarial certification

To the best of our knowledge, this report is complete and accurate and all Relief Association liabilities were determined in accordance with generally accepted actuarial principles and practices. Upon receipt of the report, the Relief Association should notify us if you disagree with any information contained in the report or if you are aware of any information that would affect the results that has not been communicated to us. The report will be deemed final and acceptable to the City and the Relief Association unless you notify us otherwise.

Chapter 356.216 of Minnesota Statutes requires that an actuarial valuation of the fund be conducted periodically. The State Auditor has determined that a valuation must be conducted at least every two years. An actuarial valuation is a calculation to determine the normal cost and accrued liability of the fund and includes a determination of the payment necessary to amortize the unfunded liability over the stated period.

The actuarial assumptions and methods are the responsibility of the plan sponsor with the exception of the discount rate which is set by statute and is only appropriate to comply with statutory funding. We have reviewed the other assumptions and believe that they are reasonable estimates of future plan experience, both individually and in the aggregate.

We are available to answer questions on the material contained in this report or to provide explanations or further details on the results. The undersigned credentialed actuary is a consulting actuary for VIA Actuarial Solutions and meets the Qualifications Standards of the American Academy of Actuaries to render the actuarial opinion contained herein. In addition, the undersigned actuary meets the requirements of an "approved actuary" under Minnesota statutes, Section 356.215, Subdivision 1, Paragraph (c). We are not aware of any direct or material indirect financial interest or relationship that could create a conflict of interest or impair the objectivity of our work.

Respectfully submitted,



Scott Striegel, FSA, EA, MAAA
Consulting Actuary

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Minneapolis, MN 55401
612.596.5960
www.viaactuarial.com

February 29, 2024
L/D/C/R: 4/lml/ses/emk
v.01/17/2024

Roseville Firefighter's Relief Association

January 1, 2024 Actuarial Valuation and Benefit Study

Introduction and Summary**Valuation of the Current Plan**

	2024	2023
A. Actuarial accrued liability (AAL)		
1. Active members	\$ 485,708	\$ 588,830
2. Vested terminated members	855,066	859,654
3. Retired members	9,046,633	9,012,250
4. Spouses receiving benefits	1,230,565	1,037,973
5. Disabled members receiving benefits	0	0
6. Total actuarial accrued liability	\$ 11,617,972	\$ 11,498,707
B. Special fund assets	\$ 14,674,615	\$ 12,870,933
C. Unfunded actuarial accrued liability	\$ (3,056,643)	\$ (1,372,226)
D. Credit for surplus	\$ (305,664)	\$ (137,223)
E. Amortization payment		
1. Amortization period	N/A	N/A
2. Payment	\$ 0	\$ 0
F. Normal cost	\$ 16,589	\$ 20,410
G. Annual contribution payable:	2025, 2026	2024
1. Preliminary contribution (D. + E. + F.)	\$ (289,075)	\$ (116,813)
2. Administrative expense (previous year x 1.035)	29,243	32,450
3. Annual contribution (1. + 2., not less than \$0)	\$ 0	\$ 0
4. Estimated State Aid	(48,725)	(48,815)
5. Estimated municipal contribution (3. + 4., not less than zero)	\$ 0	\$ 0
H. Funded Status	126.31%	111.93%

Roseville Firefighter's Relief Association

January 1, 2024 Actuarial Valuation and Benefit Study

Funding Basis Results**Reconciliation of Plan Assets**

	2023	2022
Additions		
Contributions		
State aid	\$ 48,725	\$ 48,815
Municipal contributions	0	0
Outside donations and other income	0	0
Member contributions	0	0
Total contributions	48,725	48,815
Investment income		
Net appreciation in fair value of investments	2,650,651	(3,060,576)
Interest and dividends	44	14
Less investment expense	0	0
Net investment income	2,650,695	(3,060,562)
Other additions (e.g. receivables)	0	0
Total additions	2,699,420	(3,011,747)
Deductions		
Benefits paid during the year	(867,484)	(982,017)
Administrative Expense	(28,254)	(31,353)
Other deductions (e.g. payables)	0	0
Total deductions	(895,738)	(1,013,370)
Net increase in net position	1,803,682	(4,025,117)
Net position restricted for pensions		
Beginning of year	12,870,933	16,896,050
End of year	\$ 14,674,615	\$ 12,870,933
Investment return for the measurement year		
By year	21.38%	-18.72%
Two year period	-1.29%	

Roseville Firefighter's Relief Association

January 1, 2024 Actuarial Valuation and Benefit Study

Funding Basis Results**Changes in the Unfunded Actuarial Accrued Liability****A. Liability gain or loss**

1. Expected actuarial accrued liability (AAL)	
a. AAL as of January 1, 2023	\$ 11,498,707
b. Normal cost 2023	20,410
c. Benefit payments 2023	(867,484)
d. Interest to December 31, 2023 on a. through c.	554,533
e. Expected AAL on December 31, 2023 (sum of a. through d.)	<u>11,206,166</u>
2. Actual AAL on January 1, 2024	
a. Before any assumption, method or plan changes	11,266,246
b. After assumption and method changes, but before plan changes	11,266,246
c. After assumption, method and plan changes	11,617,972
3. Difference from the expected AAL	
a. (Gain) or loss due to plan experience diff from that expected (2.a. - 1.e.)	60,080
b. Due to changes in actuarial assumptions and methods (2.b. - 2.a.)	0
c. Due to plan changes (2.c. - 2.b.)	351,726
d. Total (a. + b. + c.)	<u>411,806</u>

B. Asset gain or loss

1. Expected value of assets	
a. Value of assets on January 1, 2023	12,870,933
b. Benefit payments	(867,484)
c. Contributions	48,725
d. Interest to December 31, 2023 on a., b. and c.	622,637
e. Expected assets on December 31, 2023 (sum of a. through d.)	<u>12,674,811</u>
2. Actual assets as of December 31, 2023	14,674,615
3. (Gain) or loss due to plan experience different from expected (1.e. - 2.)	(1,999,804)

C. Changes in the unfunded actuarial accrued liability

1. Unfunded AAL on January 1, 2023 (A.1.a. - B.1.a.)	(1,372,226)
2. Expected unfunded AAL on December 31, 2023 (A.1.g. - B.1.e.)	(1,468,645)
3. Changes	
a. Actuarial (gain) or loss (A.3.a. + B.3.)	(1,939,724)
b. Changes in actuarial methods and assumptions (A.3.b.)	0
c. Changes in plan provisions (A.3.c.)	351,726
d. Total change	<u>(1,587,998)</u>
4. Unfunded AAL on December 31, 2023	(3,056,643)

Roseville Firefighter's Relief Association

January 1, 2024 Actuarial Valuation and Benefit Study

Funding Basis Results**Determination of Amortization Period**

The amortization periods shown are required by Minnesota Statutes §424A.093 Subd 4. Per Subd 4.(d)(3)(i) actuarial losses are amortized over 10 years. Per Subd 4.(d)(3)(v) increases in the UAL due to plan changes are amortized over 20 years. No amortizations are required when the plan's unfunded liability is \$0.

A. Amortization of prior UAL

1. UAL before any change (not less than zero)	0
2. Prior amortization years (updated to valuation date)	N/A
3. Payment to amortize UAL over prior period	0

B. Amortization of actuarial losses

1. Unfunded AAL due to actuarial losses	0
2. Payment to amortize loss over 10 years	0

C. Amortization of plan and assumption changes

1. Unfunded AAL due to plan and assumption changes	0
2. Payment to amortize over 20 years	0

D. Total amortization payments

0

E. Current UAL

0

F. Period to amortize UAL based on payments in D.

N/A

Roseville Firefighter's Relief Association

January 1, 2024 Actuarial Valuation and Benefit Study

Valuation Data

Summary of Changes in Membership

	Terminated					
	Active	Vested	Retired	Beneficiaries	Disabled	Total
A. Members on January 1, 2023	5	16	56	11	0	88
B. Changes in the member group						
1. New active members						0
2. Retirements		(1)	1			0
3. Separation, vested	(1)	1				0
4. Separation, not vested						0
5. Separation, disability benefit						0
6. Deaths			(3)			(3)
7. Survivors				2		2
8. Lump sum distributions		(1)				(1)
9. Rehire						0
10. Total changes	(1)	(1)	(2)	2	0	(2)
C. Members on January 1, 2024	4	15	54	13	0	86

Roseville Firefighter's Relief Association

January 1, 2024 Actuarial Valuation and Benefit Study

Valuation Data

Summary of Participant Data

	January 1, 2024	January 1, 2023
A. Active Members		
1. Number	4	5
2. Average age	46.3	46.0
3. Average years of service	16.6	16.4
B. Vested terminated members		
1. With deferred benefits		
a. Number	15	16
b. Total annual deferred benefits	\$40,123	\$39,803
c. Average annual benefit	10,031	9,951
d. Total lump sum benefits	328,301	345,701
e. Average lump sum benefit	29,846	28,808
C. Retirees and beneficiaries		
1. Number		
a. Retirees	54	56
b. Beneficiaries	13	11
c. Disabled retirements	0	0
d. Total	67	67
2. Total annual benefits being paid	\$867,607	\$838,704
3. Average annual benefit being paid	12,949	12,518
D. Total number of participants (A.1. + B.1. + C.1.)	86	88

Roseville Firefighter's Relief Association

January 1, 2024 Actuarial Valuation and Benefit Study

Supplementary Information**Summary of Plan Provisions**

A. Eligibility	Active or probationary member of the Relief Association, excluding participants hired after October 1, 2006 that participate in the Minnesota PERA Police and FIRE Plan.
B. Service	Completed months.
C. Pension	The later of age 50 or after completion of 20 years of service. The pension is based on completed months of service. The current monthly service pension is based on \$44.63 per month of service. A member may choose to receive a lump sum benefit equal to \$4,463 per year of service plus a Supplemental Benefit of 10% of the regular lump sum distribution, but not more than \$1,000. If a member is both age 50 and has completed 10 years of service, but not 20 years of service, the lump sum pension will be reduced by 4% for each year of service less than 20 years.
D. Deferred Pension	Termination prior to age 50 with at least 10 years of service. The deferred lump sum pension payable at age 50 is based on the lump sum pension formula and service at date of termination reduced for less than 20 years of service. Only members age 50 with 20 years of service can elect an annuity form of payment. If a member dies before payment, the benefit will be paid to the participant's beneficiary.
E. Disability Pension	A member who is unable to perform the duties of employment due to accident or sickness incurred while actually engaged in performing the duties of a Roseville firefighter is eligible to receive a benefit equal to 1/30th of the monthly 20-year pension, per day, for up to 26 weeks. A member who suffers total permanent disability is eligible to receive the monthly pension benefit without regard to vesting.

Roseville Firefighter's Relief Association

January 1, 2024 Actuarial Valuation and Benefit Study

10**Supplementary Information**

Summary of Plan Provisions (continued)

F. Survivor Benefit

If a member dies before retirement, the survivor benefit payable to the spouse equals the monthly pension benefit with regard to vesting. If there is no surviving spouse, the benefit will be paid to the member's surviving children. If there is no surviving spouse and there are no surviving children, the benefit will be paid to the member's designated beneficiary. On the death of a member after retirement, and after having chosen a monthly annuity form of benefit, the surviving spouse benefit equals the benefit amount paid to the member.

G. Plan Changes Since Prior Valuation

The annuity multiplier was increased from \$43.25 to \$44.63 per month of service. The lump sum benefit multiplier was increased from \$4,325 to \$4,463 per year of service.

Supplementary Information

Summary of Actuarial Methods

- A. Actuarial Cost Method** The Entry Age Normal level dollar amount cost method. Under this method, the service cost for an individual participant is the level dollar amount required to accumulate the funds needed to pay the participant's projected benefits by their assumed retirement age, beginning on the date of entry and ending at last age with any future benefits.
- B. Actuarial Value of Assets** The actuarial value of assets is equal to the market value of assets.
- C. Benefits Valued** All benefits summarized in the plan provisions section of this report with the exception of the supplemental lump sum benefits. The State reimburses the Special Fund for those benefits, so these payments and reimbursements will be recognized in plan assets as they occur.
- D. Data Methods** The Relief Association provided census and financial information for the valuation and we have relied on this data in preparing the results in this report. The data was reviewed for reasonableness and consistency, but we have not performed a complete audit.
- To the extent that census data was collected as of a date later than January 1, 2024, we have assumed that it is reasonably representative of the plan census on the valuation date and used it with only minor adjustments.
- E. Models Used** The results in this report are based on an actuarial valuation model with three components as outlined in Actuarial Standard of Practice No. 56 - Modeling (ASOP 56):
1. Information inputs including the data, assumptions, methods, and plan provisions outlined in this report,
 2. Processing by the ProVal® software developed by Winklevoss Technologies, and
 3. Our report template which translates the ProVal® output into valuation results.
- The model is intended to convert the information input above to usable actuarial valuation results. We have reviewed the ProVal® software's output for reasonableness, and have independently checked sample one-person output where appropriate, but have otherwise relied on it.

Roseville Firefighter's Relief Association**12**

January 1, 2024 Actuarial Valuation and Benefit Study

Supplementary Information**Summary of Actuarial Assumptions**

- A. Discount Rate** 5% as required by Minnesota statutes
- B. Mortality** Rates used in the July 1, 2023 Minnesota PERA Police & Fire Plan actuarial valuation as described below.
- Healthy Pre-retirement: Pub-2010 Public Safety Employee mortality tables with projected mortality improvements based on scale MP-2021.
- Healthy Post-retirement: Pub-2010 Healthy Retired Public Safety mortality tables with projected mortality improvements based on scale MP-2021. Male rates are adjusted by a factor of 0.98.
- Disabled: Pub-2010 Public Safety Disabled Retiree mortality tables with projected mortality improvements based on scale MP-2021. Male rates are adjusted by a factor of 1.05.
- C. Withdrawal** Select and ultimate rates used in the July 1, 2023 Minnesota PERA Police & Fire Plan actuarial valuation. Select rates are as follows:

Service	Rates
0	6.00%
1	4.00%
2	2.75%
3-4	2.50%
5-6	2.25%
7-9	2.00%
10	1.75%
11-16	1.50%
17-19	1.25%
20+	1.00%

- D. Disability** Age-related rates used in the July 1, 2023 Minnesota PERA Police & Fire Plan actuarial valuation. All incidences are assumed to be duty-related. Select Rates are as follows:

Age	Rate
20	0.11%
25	0.14%
30	0.21%
35	0.34%
40	0.54%
45	0.62%
50	0.95%
55	1.30%
60	1.30%

Roseville Firefighter's Relief Association

January 1, 2024 Actuarial Valuation and Benefit Study

Supplementary Information**Summary of Actuarial Assumptions (continued)****E. Retirement**

Active members

We have assumed 50% of active members will retire when reaching retirement eligibility (later of age 50 and 20 years of service); then 50% retire each subsequent year until 100% retirement at the earlier of age 65 or 30 years of service.

Age	Less than 20 years of service	With 20-29 years of service	With 30 years of service
50-64	0%	50%	100%
65	100%	100%	100%

Vested terminated

The later of current age and age 50.

F. Beneficiary information

100% of members are assumed to have a beneficiary who will receive survivor benefits.

G. Spouse age difference

Females are assumed to be 3 years younger than males.

H. Form of payment

All future retirees eligible for an annuity are assumed to elect a 100% joint and survivor annuity; otherwise, future retirees are assumed to elect a lump sum payment.

I. Supplemental benefits

We have not valued the liability associated with supplemental lump sum benefits in this funding valuation since the State reimburses the Special Fund for those benefits. These payments and reimbursements will be recognized in plan assets as they occur.

J. Changes since prior valuation

None.

Roseville Firefighter's Relief Association**14**

January 1, 2024 Actuarial Valuation and Benefit Study

Supplementary Information

Selection of Economic Assumptions

The Actuarial Standards Board (ASB) provides coordinated guidance for measuring pension and retiree group benefit obligations through a series of Actuarial Standards of Practice (ASOPs). ASOP No. 27, Selection of Economic Assumptions for Measuring Pension Obligations, requires that the actuary disclose the rationale used in selecting each non-prescribed economic assumption and any changes to non-prescribed economic assumptions.

There are no non-prescribed economic assumptions used in this valuation. The discount rate is the only economic assumption and it is prescribed by State statute. It is only appropriate for complying with statutory funding requirements.

Roseville Firefighter's Relief Association**15**

January 1, 2024 Actuarial Valuation and Benefit Study

Supplementary Information**Selection of Non-Economic Assumptions**

The Actuarial Standards Board (ASB) provides coordinated guidance for measuring pension and retiree group benefit obligations through a series of Actuarial Standards of Practice (ASOPs). ASOP No. 35, Selection of Demographic and Other Noneconomic Assumptions for Measuring Pension Obligations, requires that the actuary disclose the rationale used in selecting each non-prescribed non-economic assumption and any changes to non-prescribed non-economic assumptions.

The table below summarizes the rationale for selecting the non-prescribed non-economic assumptions. The rationale for assumption changes, along with a description of the assumptions themselves, is included in the Actuarial Assumption and Methods section of the report.

Non-Economic Assumptions (non-prescribed)	
Assumption	Rationale for Selecting Assumption
Mortality	Rates used in the most recent Minnesota PERA Police & Fire Plan actuarial valuation.
Retirement	Due to limited plan-specific data, based on plan's earliest retirement age with allowance for some delayed retirement.
Termination of Employment	Rates used in the most recent Minnesota PERA Police & Fire Plan actuarial valuation.
Disability	Rates used in the most recent Minnesota PERA Police & Fire Plan actuarial valuation.
Optional Form of Benefit	Based on recent plan experience and plan design expectations.
Percentage Married and Spouse Ages	Based on standard pension plan assumptions. These assumptions have an insignificant impact on plan costs.

Roseville Firefighter's Relief Association**16**

January 1, 2024 Actuarial Valuation and Benefit Study

Supplementary Information**Projected Cost of Benefit Increases**Monthly benefit multiplier for first 12 months for

retirees and spouses currently receiving:	\$44.63	\$54.63	\$54.63
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Monthly benefit multiplier after 12 months:	\$44.63	\$44.63	\$54.63
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Lump sum benefit multiplier:	\$4,463	\$4,463	\$5,463
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Liability measurement date of January 1, 2024

A. Actuarial accrued liability (AAL)

1. Active members	\$ 485,708	\$ 485,708	\$ 594,538
2. Vested terminated members	855,066	855,066	992,222
3. Retired members	9,046,633	9,201,128	11,073,662
4. Spouses receiving benefits	1,230,565	1,265,278	1,506,291
5. Disabled members receiving benefits	0	0	0
6. Total actuarial accrued liability	11,617,972	11,807,180	14,166,713

7. AAL change from current benefit rate		189,208	2,548,741
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B. Special fund assets

14,674,615	14,674,615	14,674,615
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C. Unfunded actuarial accrued liability (A.6. - B.)

(3,056,643)	(2,867,435)	(507,902)
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D. Credit for surplus

(305,664)	(286,744)	(50,790)
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E. Amortization payment

1. Amortization period	N/A	N/A	N/A
2. Payment	0	0	0

F. Normal cost

16,589	16,589	20,306
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G. Annual contribution payable:

	<u>2025, 2026</u>	<u>2025, 2026</u>	<u>2025, 2026</u>
1. Preliminary contribution (D.+E.+F.)	(289,075)	(270,155)	(30,484)
2. Admin expense (prior year x 1.035)	<u>29,243</u>	<u>29,243</u>	<u>29,243</u>
3. Annual contribution (1.+2., not less than \$0)	0	0	0
4. Estimated State Aid	<u>(48,725)</u>	<u>(48,725)</u>	<u>(48,725)</u>
5. Estimated City contribution (3.+4., not less than \$0)	0	0	0

6. Estimated change in City contribuion		0	0
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H. Funded ratio

126%	124%	104%
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Roseville Firefighter's Relief Association**17**

January 1, 2024 Actuarial Valuation and Benefit Study

Supplementary Information**Assessment and Disclosure Risk**

Actuarial Standard of Practice Number 51, Assessment and Disclosure of Risk Associated with Measuring Pension Obligations and Determining Pension Plan Contributions (ASOP 51), requires actuaries to identify and assess certain risks that may affect a plan's future financial condition. Some of the primary risks are summarized and defined in the table below.

Risk	Identification/Definition
Investment risk	The potential that investment returns will be different than expected
Asset/liability mismatch risk	The potential that changes in asset values are not matched by changes in liability values
Interest rate risk	The potential that interest rates will be different than expected
Longevity and other demographic risks	The potential that mortality or other demographic experience will be different than expected
Contribution risk	The potential that state aid or municipal contribution rates are different than what is ultimately required to fund plan benefits

ASOP 51 requires that actuaries qualitatively or quantitatively assess the potential effect of these risks on the plan's future financial condition. Methods to assess the risks include scenario tests, sensitivity tests, stress tests, and calculation of actuarial liabilities using a discount rate based on minimal-risk investments. Practical considerations include the usefulness, reliability, timeliness, and cost efficiency of the risk assessment measurements.

In addition to the risk assessment parameters above, ASOP 51 requires that actuaries (1) calculate various plan maturity measures and (2) disclose relevant historical information that are significant to understanding plan risks.

This report contains basic risk assessment information for the plan in accordance with ASOP 51. However, we recommend that employers consider additional pension risk analyses to better understand retirement plan volatility and the potential impact on the organization. We would be glad to discuss potential additional analyses upon request.

Plan Maturity Measures

Maturity measures describe how much plan liability is attributable to current employees vs. former employees (e.g., retirees). These measures include:

Participant Maturity Ratio (PMR)	Number of retirees divided by total participants
Liability Maturity Ratio (LMR)	Retiree liability divided by total plan liability

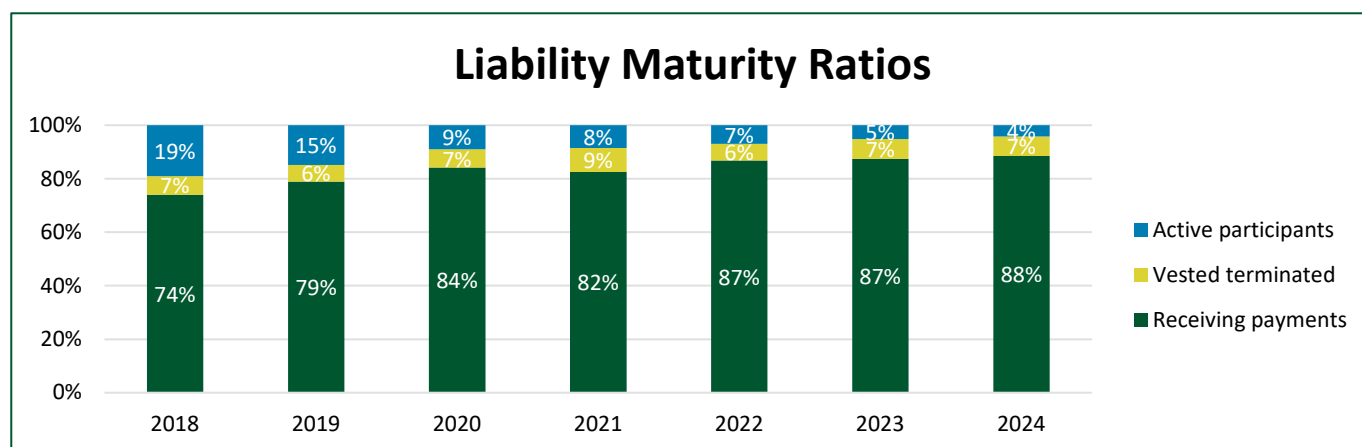
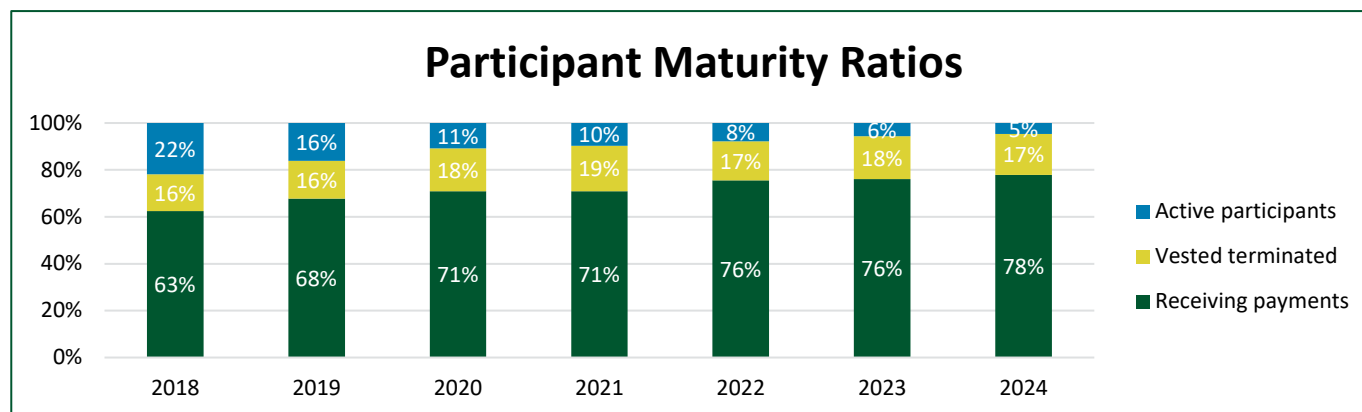
Roseville Firefighter's Relief Association

January 1, 2024 Actuarial Valuation and Benefit Study

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Supplementary Information**Assessment and Disclosure Risk (continued)**

A recent history of maturity measures is shown below. Some of the primary risks are summarized and defined in the table below.

**Observations:**

- The inactive member counts and liabilities are steadily increasing as a percent of the plan's totals. This is due to new hires going into the State retirement plan.

Roseville Firefighter's Relief Association**19**

January 1, 2024 Actuarial Valuation and Benefit Study

Supplementary Information**Assessment and Disclosure Risk (continued)****Historical Plan Information**

Historical plan information can provide insight about evolving pension risks, especially as plans mature. Below are historical values for some relevant plan results.

Historical Funded Status Information					
	Actuarial Accrued Liability	Market Value of Assets	Funded Percent	Actual Investment Return	Assumed Investment Return
2024	\$ 11,617,972	\$ 14,674,615	126.31%	21.38%	5.00%
2023	11,498,707	12,870,933	111.93%	-18.72%	5.00%
2022	10,915,383	16,896,050	154.79%	17.69%	5.00%
2021	10,648,307	14,850,239	139.46%	19.01%	5.00%
2020	10,402,511	12,916,078	124.16%	24.97%	5.00%
2019	10,237,646	10,749,649	105.00%	-3.96%	5.00%
2018	10,474,461	11,681,497	111.52%	17.57%	5.00%

Observations

- Plan investment returns have averaged 11.13% over the time period shown above. This is higher than the assumed return of 5.00%

Roseville Firefighter's Relief Association

January 1, 2024 Actuarial Valuation and Benefit Study

Supplementary Information**Assessment and Disclosure Risk (continued)**

Defined benefit plans like this one are subject to statutory minimum funding rules. These impose stringent requirements on when and how much money must be contributed to the plan trust. This means that many pension risks are less applicable to Relief Association defined benefit plans.

The table below provides analysis of some potential plan risks. Please note that the list of risks and the risk assessments shown are not exhaustive. We would be glad to provide a more detailed risk assessment upon request.

Risk	Assessment
Investment risk	If future investment returns are higher or lower than assumed, then future contributions may need to be increased or decreased to compensate. The plan currently uses an investment return assumption based on statutory requirements of 5%.
Asset/liability mismatch risk	Per state statutes, plan funding liabilities are determined using a 5% interest rate. Since plan assets are invested in a mix of equity and fixed income securities, there is a risk that changes in assets values are not matched by changes in liability values.
Interest rate risk	There is a risk that interest rates could be different than expected under current statutory minimum funding rules. Statutory funding interest rates are currently "stabilized" at 5%.
Longevity and other demographic risks	The plan demographic assumptions reflect best estimates of future plan experience. However, retirees receiving monthly payments may live longer than expected which would change plan liabilities.
Contribution risk	Statutory minimum funding rules are relatively conservative and statutorily-mandated, so there is less risk that the plan sponsor will not make the necessary contributions than in other types of plans.

Supplementary Information

Discussion of Pension Contributions

Revised Actuarial Standard of Practice No. 4 *Measuring Pension Obligations and Determining Pension Plan Costs or Contributions* (ASOP 4) requires actuaries to disclose additional contribution information and provide contribution commentary when preparing an actuarial funding valuation. The requirements include:

- Calculate, disclose, and provide commentary on a **Low-Default-Risk Obligation Measure** (LDROM; section 3.11).
- Calculate, disclose, and provide commentary on a **Reasonable Actuarially Determined Contribution** (RADC; section 3.21).
- Provide disclosures and assessments regarding the **implications of a pension plan's contribution allocation procedure or funding policy** (section 3.19).

Low-Default-Risk Obligation Measure (LDROM)

The LDROM is a pension liability measurement calculated using the same data, assumptions, actuarial methods, and plan provisions as the actuarial funding valuation, but with the following adjustments:

- Use an immediate gain actuarial method (if not already used for the funding valuation).
- Use a discount rate “derived from low-default-risk fixed income securities whose cash flows are reasonably consistent with the pattern of benefits expected to be paid in the future.”

The Plan's Actuarial Accrued Liability, valuation funded status, and required contribution are currently calculated using an interest rate of 5.00% as required under Minnesota Statute. The discount rate used for the Plan's LDROM analysis in this report is 3.77%. This rate is based on the Fidelity 20-Year AA Municipal General Obligation Bond index as of the December 31, 2023 actuarial valuation date. The table below compares the actuarial funding liability to the corresponding LDROM liability on the valuation date.

	Statutory Funding Basis	LDROM Basis
Actuarial Accrued Liability	\$11,617,972	\$13,201,514
Discount Rate	5.00%	3.77%

Important topics like the Plan's funded status, contributions, and benefit security for current Plan members are affected by many factors related to the Plan's assets and investments. These elements include current assets in the plan; future municipal and state contributions; and the investment returns generated on those assets and contributions. The LDROM provides an alternative perspective of the Plan's funded status but may not meaningfully address benefit security or contribution issues since it produces a liability measurement that's not directly related to the Plan's actual investments.

Roseville Firefighter's Relief Association

January 1, 2024 Actuarial Valuation and Benefit Study

Supplementary Information

Discussion of Pension Contributions (continued)

Reasonable Actuarially Determined Contribution (RADC)

If an actuary believes that an Actuarially Determined Contribution (ADC) is unreasonable (and is not based on a prescribed assumption or method set by law), then ASOP 4 requires that the actuary separately calculate and disclose a “reasonable” ADC that meets certain criteria enumerated in ASOP 4, section 3.21.

Since the statutory contribution calculated in this report is based on prescribed assumptions and methods set by law, we have not included a separate RADC calculation. However, if requested, we are available to calculate Actuarially Determined Contributions using alternative assumptions and methods.

Implications of Contribution Allocation Procedure or Funding Policy

ASOP 4, section 3.19 requires an actuary to provide an assessment of the implications of the Plan’s contribution allocation procedure and/or funding policy. For purposes of this ASOP 4 section, contributions set by law or by a contract, such as a collective bargaining agreement, constitute a funding policy.

Items to review include:

- Implications of the funding policy on the Plan’s expected future contributions and funded status.
- If applicable, the length of time until funding policy contributions will exceed the Normal Cost plus interest on the Unfunded Actuarial Accrued Liability (UAAL).
- Estimated time period over which the UAAL is expected to be fully amortized.
- Whether the funding policy is “significantly inconsistent with the plan accumulating assets adequate to make benefit payments when due, and estimate the approximate time until assets are depleted.”

Our understanding of the contribution policy is to annually contribute at least the actuarially determined contribution as required under Minnesota Statute. The Plan is currently fully funded, and current assets and future contributions are expected to be sufficient to make all benefit payments when due.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 10.o.

Department Approval



City Manager Approval



Item Description: Approve contract with NineNorth for the production and web streaming of city meetings

Background

The City's current contract with NineNorth for the production and web streaming of city meetings is set to expire on December 31, 2024. The attached proposed agreement is for a 3-year term starting January 1, 2025. This contract includes a 1% increase in costs for 2025 over 2024 and introduces a change to the billing structure for Web Streaming Services. Previously, web streaming charges were based on estimated, evenly divided meetings per year. Under the new agreement, billing will reflect the actual number of meetings, potentially resulting in minor cost adjustments.

Policy Objectives

This agreement supports the City's commitment to transparency and community engagement by ensuring continued public access to meetings through live broadcasts, web streaming, and archived recordings.

Equity Impact Summary

Approving this contract ensures equitable access to city government by providing residents with multiple ways to view and participate in meetings, including live and recorded options. These services are crucial for residents who may face barriers to in-person attendance.

Budget Implications

The 2025 costs will increase by 1% over the 2024 rates. Additionally, the adjustment to billing for Web Streaming Services based on actual meetings may result in slight variations in cost. These adjustments are not anticipated to significantly impact the budget, as the overall increase is minimal.

Staff Recommendations

By motion, approve the contract with NineNorth for the production and web streaming of city meetings.

Requested Council Action

By motion, approve the contract with NineNorth for the production and web streaming of city meetings.

Prepared by: Rebecca Olson, Assistant City Manager

Attachments: 1. Contract

North Suburban Access NSAC Professional and Technical Services Agreement

This contract is between the North Suburban Access Corporation, a Minnesota Municipal Corporation, (herein “the NSAC”) and the City of Roseville, Minnesota (herein “the City”).

Recitals

1. Under Minnesota law, the NSAC is empowered to provide such professional and technical services as are desired by the City.
2. The City desires to engage the NSAC for video webcasting services and archiving services (herein “the Services”).
3. The City represents that it is empowered to engage the NSAC.

Agreement

1. Term of Contract

1.1. **Duration.** This Agreement will become effective August 1, 2023 and will remain in effect for a period of 17 months until December 31, 2024. At the expiration of the one (1) year period, the Agreement will automatically renew for a period of 5 months, unless notice to terminate this Agreement is provided no less than ninety (90) days prior to the end of the current term. If this Agreement is terminated prior to the completion of a one (1) year period, the NSAC will be entitled to payment, determined on a *pro rata* basis, for Services satisfactorily performed.

1.2. **Survival of Terms.** The following clauses will remain in effect after the termination of the Agreement: Section 5. Liability, Section 6. Government Data Practices and Intellectual Property, Section 8. Governing Law, Jurisdiction, and Venue; and Section 9. Disclosure.

2. Services Provided

2.1. **Services.** The NSAC will provide the Services described in Schedule A (attached).

2.2. **Additional Services.** The City may also request additional services during the term of the Agreement (see Section 1.1. Duration). If accepted by the NSAC, Schedule A will be amended to include a description of the additional services and according

compensation. Unless otherwise specified, all terms of this Agreement will apply to any amendments to Schedule A.

2.3. **Standard of Care.** To the extent any property, such as camera or computer equipment, is loaned by the NSAC to the City, the City will exhibit a standard of care consistent with Minnesota law.

2.4. **City Assistance.** Depending on the nature of the Services, the NSAC may from time to time require access to public and private lands or property. To the extent the City is legally and reasonably able, the City will provide access to and make provisions to enable the NSAC or its agents or employees to enter upon public and private land and property as required for the NSAC to perform the Services.

The City will furnish the NSAC with a copy of any special standards or criteria promulgated by the City relating to the Services, including, but not limited to, design and construction standards, that is necessary for the NSAC to prepare for its performance of the Services.

3. Payment

3.1. **Compensation.** The City will pay for all Services to be performed by the Contractor as specified in Schedule A (attached).

3.2. **Fee Adjustment.** The NSAC reserves the right to adjust the fees associated with the Services specified in Schedule A, on January 1st, 2024. Such adjustments, if any, will be enacted on January 1 of 2024. Prior to enacting any fee adjustments, the NSAC must provide written notice of such to the City at least ninety (90) calendar days prior to the effective date of the fee adjustment.

3.3. **Invoices.** The City must promptly pay the NSAC after the NSAC presents an invoice for those Services that have been actually performed. The NSAC must timely submit invoices.

3.4. **Event Cancellation.** The City agrees to pay 70% of the expected event amount for any cancellation unless sufficient prior notice is provided. "Prior Notice" is defined as at least **10 business days** (including the day of the event) before the scheduled event.

4. Assignment, Amendments, Waiver, and Completeness

4.1. **Assignment.** The City may not assign, license, or transfer any rights or obligation under this Agreement without prior written consent of the NSAC and a fully executed Assignment Agreement, executed and approved by the same parties who executed and

approved this Agreement, or their successors in office.

4.2. ***Amendments.*** Any amendments to this contract must be made in writing and will not be effective until executed and approved by the same parties who executed and approved this Agreement, or their successors in office.

4.3. ***Waiver.*** If the NSAC fails to enforce in a timely manner any provision of this Agreement, that failure does not waive the provision or the NSAC's right to enforce the provision.

4.4. ***Completeness.*** This Agreement contains all negotiations and agreements between the NSAC and the City. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

5. Liability

The City must indemnify and hold harmless the NSAC, its agents, and its employees from any claims or causes of action, including attorney's fees incurred by the NSAC arising from performance of this Agreement by the City, its agents, or its employees. The clause must not be construed to preempt any legal remedies the NSAC may have for the City's failure to fulfill its obligations under this Agreement.

6. Government Data Practices and Intellectual Property

6.1. ***Government Data Practices.*** To the extent applicable, the City and NSAC must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this Clause by either the City or the NSAC.

Each Party shall notify the other of any Data Practices Act request for video recordings created pursuant to this Agreement. All requests for the release or sale of video recordings created pursuant to this Agreement shall be directed to and fulfilled by the NSAC.

7. Endorsement

The City must not claim that the NSAC endorses its products or services.

8. Governing Law, Jurisdiction, and Venue

Minnesota Law governs this Agreement. Venue for all legal proceedings arising from this Agreement shall be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

9. Disclosure

The City consents to disclosure of its social security number, federal employer tax identification number, and Minnesota tax identification number, to the Commission as is necessary for compliance with Minnesota and other applicable law.

10. Severability

If any section or clause of this Agreement is held to be invalid or unenforceable, then the meaning of that section or clause shall be construed so as to render it enforceable to the extent feasible. If no feasible interpretation would save the section or clause, it shall be severed from this Agreement with respect to the matter in question, and the remainder of the Agreement shall remain in full force and effect. However, in the event that such a section or clause is essential or substantially alters the Agreement, the Parties shall negotiate a replacement section or clause that will achieve the intent of such unenforceable section or clause to the extent permitted by law.

11. Employment

Employees of the NSAC performing work pursuant to this Agreement shall remain at all times employees only of the NSAC. The NSAC will be responsible for worker's compensation, salary, and training.

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

Dated: _____

North Suburban Access Corporation

By: _____

Its: _____

Attest

By: _____

Its: _____

Roseville, City Manager

Dated: _____

By: _____

Its: _____

Dated: _____

By: _____

Its: _____

Schedule A. Services (Roseville).

Service	Quote	Agreed
<u>Municipal Production Services:</u> The NSAC agrees to provide the following: • Coverage of City Council (36); and following Commissions: Planning (12); Finance (12); Parks (12); Variance (4); HRIEC (12); EDA (6); Public Works (12); Ethics (1). <i>Projected Total for 2023:</i> 107 • Cost per meeting is \$180. • If multiple meetings are held back-to-back on the same day/night, the 2nd (and additional) meeting will have a reduced fee of \$50 per meeting. • For each additional meeting after 107, a flat fee of \$210 per meeting will be charged. • NSAC will provide a municipal producer to record and broadcast LIVE meetings in either in person, virtual, or hybrid; • Equipment and meeting room preparation; • Provide the timing of the discussion and agenda items for web links; • Upload minutes for all meetings provided by City; • Provide backend support for closing, annotating, and posting the meeting for the program the following day. • Provide Master Control services to ensure quality controls. The City agrees to provide the following: • 10 day notice for all hybrid meetings. • Provide a weekly schedule of live and/or recorded events of shows at least one week in advance of first event/show on the schedule. • Provide the NSAC with the name and telephone number and email address of an emergency contact who can answer questions about the cablecast and/or encoding of live events. • Provide PDF copies of minutes for upload. • Login credentials for Zoom.	\$180 per Meeting	\$19,260 yearly max; Will be reduced based on \$ of cancelled mtgs and reduced back-to-back meetings
<u>Cablecasting Services:</u> The NSAC agrees to provide the following: • Live broadcasting of City Council meetings and applicable Advisory Commission meetings on appropriate channels; • Schedule the City channel <u>weekly</u> with up to 49 live and/or pre-recorded programs. The City agrees to provide the following: • Monthly schedule of cablecast playbacks. [or NineNorth will schedule]	\$1,529 per year	\$1,529 per year
<u>Carousel:</u> The NSAC agrees to provide the following: • Coordination of 2 Carousels per month at \$62.50 per Carousel, per year. This does not include labor to manage the Carousel.	\$125 per year	\$125 per year

Schedule A. Services (Roseville).

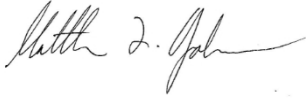
<u>Web streaming Services:</u> The NSAC agrees to provide the following: • Live web streaming of 107 meetings for year. \$53 per meeting (\$468 monthly) • Encoded meetings and the accompanying agendas posted within 24 hours on the NSAC's website; • Post links between agenda items and their video discussion; • Storage of recorded videos for up to 6 months; The City agrees to provide the following: • Provide the NSAC with monthly schedule of all live meetings to be streamed and/or encoded for posting on the NSAC's website; • Notify the NSAC as soon as possible of the cancellation of a live event, including city meeting, which is scheduled for playback, of any change in the day or beginning time of any live event, including city meeting, or of any additions of special meeting to the schedule; • Provide NSAC with the name and telephone number for a main contact of the cablecast. • Chapter marking information on the agenda will be provided by the City for meetings not utilizing the NSAC's municipal producers.	\$5,671 per year	\$5,671 per year
<u>Equipment Monitoring Cost Share:</u> The NSAC agrees to provide the following: • 11 IP based devices monitoring to ensure equipment is operating effectively, and reduce breakage. This is an even cost share with the JPA. \$9.75 Monthly	\$117 per year	\$117 per year
<u>Social Media Coordination- Lite:</u> The NSAC agrees to provide the following: • 3 Custom-made posts per week. • A content execution calendar with up to 12 planned posts/month, w/creative content. • Quarterly analytics The City agrees to provide the following: A monthly newsletter and items of upcoming interest.		-
<u>Neighborhood Network Services:</u> The NSAC agrees to provide the following: • Produce at least 3 videos a year for the City, at discretion of the NSAC; plus Parade • Cablecast, web stream, and distribute via link to the City the final product; • Storage of recorded videos for up to 6 months. The City agrees to provide the following: • Submit to the NSAC monthly production requests.	Introductory rate of \$1 per year	\$1
<u>Cassandar Web Streaming Platform:</u> The NSAC agrees to provide the following: • Custom made landing page with a proprietary platform, branded with city logo and colors to play live and store archived video content; • Ability to index, chapterize, and upload packets alongside meetings; • Hosting and maintenance of the platform and site. Dedicated messaging system from constituents to assigned email to answer questions from the public. Password protection options	\$3,400 per year value	Included in JPA Membership
• Total		

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/25/2024

Item No.: 10.p.

Department Approval



City Manager Approval



Item Description: Authorize Extension of Agreement for Food and Beverage Services
Agreement with Tios LLC for Service at Cedarholm Community Building

Background

Since May 2023, Tios Food and Beverage has been the food service provider at the Cedarholm Community Building. The agreement stipulated that Tio's would provide full food and bar services during the golf season and act as the preferred in-house caterer. After the first year, both parties agreed to significant modifications to the original agreement, driven by business analyses and financial constraints.

As part of that amendment, several key changes were made:

- In lieu of daily full kitchen service, Tios agreed to provide fresh grab-and-go items, such as salads and sandwiches.
- The City resumed beverage service, offering only beer and wine.
- Compensation terms were adjusted.
- Tios initiated 'grill nights' twice per week, featuring a full menu.

February 12, 2024 these amendments were authorized by the Council.

The agreement called for both parties to re-assess after the 2024 golf season, and modify if needed before considering extension. Based on the 2024 operation, the City and Tios' Staff have drawn the following conclusions:

- General feedback from users has been positive. Building renters appreciate having an in-house caterer who provides dishes and cooks on-site, with minimal complaints about the opt-out fee, which remains lower than most alternatives.
- Tio's catering service has seen increased use compared to last year, highlighting its value to the City.
- The grab-and-go option was well-received, with 334 items sold over the summer—a significant increase compared to last year's hot food sales.
- Tio's effectively supports recreation events and activities at the community building.
- Grill Nights were unsuccessful overall, aside from one profitable event during the Rosefest concert at Cedarholm.

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- This arrangement has been financially advantageous for both the City and Tio's compared to previous catering models.

Additionally, broader analysis and experience seems to indicate that daily hot food service would likely not be a profitable endeavor for any vendor or the City.

Given these conclusions, staff is proposing extending the agreement with Tios for 2025 with the following modifications compared to last year:

- Retain preferred caterer/onsite catering operations.
- Continue grab-and-go food service from April through October.
- Reduce Grill Nights to coincide with special events only.
- Increase rent to \$550 per month and 6% of sales (previously \$500 per month and 6% of sales).

Policy Objectives

This agreement aligns with the City's commitment to delivering quality services at the lowest possible cost to citizens, and outsourcing when advantageous.

Equity Impact Summary

Tios is a minority and women-owned business.

Budget Implications

The 2025 Cedarholm Community Building budget anticipates \$18,000 in revenue and \$18,000 in expenses, resulting in a break-even operation. In 2024, a similar agreement generated approximately \$20,000 in net revenue from food and beverage sales and Tio's rent. It is reasonable to anticipate a similar profit in 2025 with the authorization of this modified agreement.

Staff Recommendations

Authorize the Mayor and City Manager to sign the enclosed Food and Beverage Service Agreement between the City and Tio's Food and Beverage.

Requested Council Action

Authorize the Mayor and City Manager to sign the enclosed Food and Beverage Service Agreement between the City and Tio's Food and Beverage.

Prepared by: Matthew L. Johnson, Parks and Recreation Director

Attachments: 1. FOOD AND BEVERAGE SERVICE AGREEMENT - Tios Food and Beverage

FOOD AND BEVERAGE SERVICE AGREEMENT

City of Roseville and Tio's Food and Beverage

This Food and Beverage Services Agreement is entered into by and between the City of Roseville, a Minnesota municipal corporation ("City") and Tio's LLC, a Minnesota limited liability company d/b/a Tio's Food and Beverage, ("Tio's Food and Beverage" or "Tio's") as of January __, 2025.

SECTION 1 - PURPOSE

1. The City owns and operates the Cedarholm Community Building and Golf Course ("Cedarholm").
2. The City desires to contract with Tio's Food and Beverage to provide food service options including preferred catering, freshly made convenient food items during the golf season, and grill specials on select evenings during the summer months.

SECTION 2- DUTIES AND RESPONSIBILITIES OF TIO'S FOOD AND BEVERAGE

1. Tio's Food and Beverage agrees to provide catering, grill specials, and fresh convenient foods for Cedarholm, ("the Services") including provision of adequate staff, supplies, and appropriate licensing.
2. Tio's Food and Beverage agrees to provide the Services according to the following schedule:
 - a. Event Catering: Year-round, per request
 - b. Freshly made convenient food (salads, sandwiches): April 1-October 31
 - c. Grill Specials: On 5-6 select dates during the golf season (April-October) and one date off-season.
3. Tio's Food and Beverage will provide freshly made salads, wraps, and sandwiches that can be wrapped and labeled for sale according to Ramsey County Food licensing. Food products will be expected to be well stocked with a variety of options.
4. Tio's Food and Beverage will provide options for grill specials on select evenings. A limited menu of grill items will be available for customer purchase. Tio's Food and Beverage staff will communicate menu will City staff at least 2 weeks prior to grill special. Tio's Food and Beverage will provide all smallware, compostable containers, and condiments for services.
5. Tio's Food and Beverage will select menu items and reasonably price food items to industry standard.
6. Tio's Food and Beverage will provide a 10% catering discount for Roseville Parks and Recreation sponsored events.

7. Tio's Food and Beverage agrees to obtain, maintain, and to periodically provide the City with a copy of the current licensure by the State of Minnesota for service of food during the term of this Agreement. Tio's agrees to meet all local/state/federal health regulations, codes, rules, and laws concerning Restaurant service.

8. Tio's accepts full and exclusive liability for all employees, servers, agents, and others it directs and controls to perform the Services and shall pay all applicable Social Security withholding taxes, unemployment, workers' compensation, contributions of insurance, and any required employee benefits.

SECTION 3 - CITY'S DUTIES AND RESPONSIBILITIES

1. The City agrees to sell freshly made convenient options as well as grill specials utilizing the City-managed Point of Sale system.

2. The City will promote services offered by Tio's Food and Beverage including catering services, fresh convenient foods, and grill specials.

3. The City will be responsible for the maintenance and lease of the CO2 equipment including the fountain soda machine.

SECTION 4 – COMPENSATION

1. Tio's Food and Beverage agrees to pay to the City \$550 per month in rental payments (the "Rental Payments") for the use of Cedarholm facilities.

2. Tio's Food and Beverage Agrees to pay the City 6% of all net sales for catering at Cedarholm (the "net sales payments").

3. Tio's Food and Beverage agrees to follow accounting procedures as listed below:

a. Tio's Food and Beverage agrees to pay the City Net Sales Payments for catering based on the final billing for each month, including revenue for any catering event held at Cedarholm. Net sales documentation must accompany payment.

b. Rental Payments and Net Sales Payments will be due on the first day of the month.

c. Net Sales Payments will be due one month after the final day they are collected (ex.- Net sales collected for the month of May will be due on July 1st). Net Sales Payments owing for months during the term of this Agreement will remain due to the City even after the termination of this Agreement.

4. For food purchases paid via credit card, the City agrees to pay Tio's Food and Beverage for all net sales of Food Service items sold minus any credit card fees and after deducting 6% as indicated in paragraph 2 above.

5. The City agrees to pay Tio's Food and Beverage for all net sales of Food Service items minus any credit card fees and 6% net sales, due one month after the final day they are collected (ex – net sales collected for the month of May will be due on July 1st). Net sales documentation must accompany payment.

SECTION 7- TERM, TERMINATION, DEFAULT

1. This Agreement is effective January 1, 2025 through December 31, 2025. This Agreement may be extended for an additional one-year period upon mutual written agreement of the Parties. If the Agreement is not extended, Tio's Food and Beverage will remain responsible for providing services to rentals booked at Cedarholm for which they had committed to at the time of the Agreement expiration, but which events take place after the Agreement expiration. At the discretion of City staff, Tio's Food and Beverage will remain responsible for providing service to the rentals booked at the City facilities for which they had committed at the time of the written notification of termination.

2. The City may terminate this Agreement at any time for any reason provided that it gives at least thirty (30) days' written notice of termination or longer as the City determines in its sole discretion. Prior to the date of termination, Tio's Food and Beverage will continue to provide Services under this Agreement and make Rent Payments and Net Sales Payments as required by this Agreement. Tio's Food and Beverage may terminate this agreement for breach of this Agreement after providing the city notice of breach and a reasonable opportunity to cure but in no event shall such opportunity be shorter than thirty (30) days.

SECTION 8 – INDEMNITY

Tio's Food and Beverage agrees to defend, indemnify and hold the City, and its mayor, councilmembers, officers, agents, employees, and representatives harmless from and against all liability, claims, damages, costs, judgments, losses and expenses, including but not limited to reasonable attorney's fees, arising out of or resulting from any negligent or wrongful act or omission of Tio's, its officers, agents, employees, contractors and/or subcontractors, pertaining to the performance or failure to perform the Services. Nothing herein shall be construed as a limitation on or waiver of any immunities or limitations on liability available to the City under Minnesota Statutes, Chapter 466, or other law.

SECTION 9 – INSURANCE

Prior to starting the Work and during the full term of this Agreement, the Tio's Food and Beverage must procure and maintain insurance, at Tio's expense, as follows:

1. Workers Compensation insurance in accordance with Minnesota law;
2. General Liability Coverage against claims for bodily injury, death, or property damage arising out of Contractor's performance of duties under this Agreement;
3. Coverage shall be sufficiently broad to cover to all duties and obligations undertaken by Tio's in this Agreement including duties related to indemnification;

4. Insurance must be on an “occurrence” basis, and, other than Workers Compensation, the limits of such policies must be no less than \$1,000,000 per occurrence and \$1,500,000 aggregate.

5. Policies must be held by insurance companies licensed to do business in the state in Minnesota and having a current A.M. Best rating of no less than A-, unless otherwise agreed to by the City in writing.

Tio’s Food and Beverage must provide a copy of: (i) a certification of insurance satisfactory to the City, and (ii) if requested, Tio’s’s insurance declaration page, riders and/or endorsements, as applicable, which evidences the compliance with this Paragraph, must be filed with the City prior to the start of Services. Such documents evidencing insurance shall be in a form acceptable to the City and shall provide satisfactory evidence that the Tio’s has complied with all insurance requirements.

SECTION 11- MISCELLANEOUS

1. Data Practices. All data collected, created, received, maintained, or disseminated for any purposes by the activities of Tio’s because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules implementing such act now in force or as adopted, as well as federal regulations on data privacy.

2. Audit Disclosure. In accordance with Minnesota Statutes, section 16C.05, subdivision 5, Tio’s’s books, records, documents and accounting procedures and practices relevant to this Agreement are subject to examination by the City and the Minnesota State Auditor for a minimum of six years from the expiration date of this Agreement.

3. Assignment or Subcontracting. Tio’s shall not assign or enter into subcontracts for services provided under this Agreement without the written consent of the City.

4. Independent Contractor. Services provided pursuant to this Agreement shall be provided by Tio’s as an independent contractor and not as an employee of the City for any purpose. Any and all officers, employees, subcontractors, and agents of Tio’s, or any other person engaged by Tio’s in the performance of the Services, shall not be considered employees of the City. Tio’s its employees, subcontractors, or agents shall not be entitled to any of the rights, privileges, or benefits of the City’s employees, except as otherwise stated herein.

5. Representatives and Notices: The below-named individuals will act as the representatives of the Parties with respect to the work to be performed under this Agreement. Any termination notice issued under this Agreement shall be either hand delivered or sent by U.S. Mail to the below-named individuals:

To City:

City of Roseville
2660 Civic Center Drive
Roseville, MN 55113
Attn: [NAME, TITLE]

Tio’s Food and Beverage:

Attn: _____

6. Entire Agreement. The entire agreement of the Parties is contained in this Agreement. This Agreement supersedes all prior oral agreements and negotiations between the Parties relating to the subject matter hereof as well as any previous agreements presently in effect between the Parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the Parties, unless otherwise provided herein.

IN WITNESS WHEREOF, the parties have executed this Agreement that day and year first above written.

CITY OF ROSEVILLE

TIO's LLC

By: _____
Dan Roe, Mayor

Date: _____

By: _____
Patrick Trudgeon, City Manager

Date: _____

By: _____

Print Name: _____

Its: _____

Date: _____

(2nd Signature)

By: _____

Print Name: _____

Its: _____

Date: _____

FUTURE MEETING AGENDA HIGHLIGHTS

November 25, 2024

December 2 – City Council Meeting

- Approve 2025 EDA and City Budget and Levy
- Approve 2025 Fee and Penalty Schedule
- Approve 2025 Utility Rates
- Approve Legislative Priorities
- Approve Cannabis Ordinances
- Consider Alcohol and Tobacco Compliance Failures
 - Kyoto Sushi
 - MGM Liquor
 - Chuchao Liquor
 - Parkway Pizza
 - Osaka Sushi and Hibachi
 - Par 365
 - Cub Foods Liquor – Larpenteur Ave.
 - Holiday- Larpenteur (Tobacco)
- Approve remaining Business Licenses
- Consider Amending Chapter 317 -Hotel License Licensing Ordinance

January 6, 2025 – City Council Meeting

- Oath of Office – Julie Strahan and Matt Bauer
- Proclamation of Dr, Martin Luther King, Jr. Day
- Receive Public Works 2025 Work Plan
- Discuss Commission Vacancies
- Discuss City Council and Advisory Commission Rules of Procedure
- Discuss City Council Liaisons
- Appoint Acting Mayor

January 13, 2025 – EDA Meeting

- Election of Officers

January 13, 2025 – City Council Meeting

- Discuss Maintenance Center Project

			<u>Future Agenda Review - Longer Term Initiatives</u>			11/20/2024
			(items that likely require council discussion/action)			
<u>Item</u>			<u>Initiated By</u>	<u>Target Date</u>	<u>Status/Notes</u>	
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	