



City Council Agenda

Monday, April 21, 2025

6:00 PM

City Council Chambers

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

- 6:00 p.m. **1. Roll Call**
Voting and Seating Order: Groff, Strahan, Schroeder, Bauer, and Roe
- 6:01 p.m. **2. Pledge of Allegiance**
- 6:02 p.m. **3. Approve Agenda**
- 6:03 p.m. **4. Public Comment**
- 6:08 p.m. **5. Recognitions and Donations**
a. Volunteer Month Proclamation
b. Mental Health Awareness Month Proclamation
c. Asian American and Pacific Island Heritage Month Proclamation
d. Older Adults Month Proclamation
e. Days of Remembrance Proclamation
- 6:18 p.m. **6. Items Removed from Consent Agenda**
- 6:20 p.m. **7. Business Items**
a. Public Hearing and Approve Resolutions Approving the Vacation of Multiple Streets Easements and Rights-of-Way
- 7:05 p.m. b. Receive Feedback on Commission Interview Process
- 7:20 p.m. c. Discuss Massage Therapy Establishment Cap and Therapist Criteria
- 7:50 p.m. **8. Council Direction on Councilmember Initiated Agenda Items**
- 7:50 p.m. **9. Approval of City Council Minutes**
a. Approve Minutes from April 7, 2025 City Council Meeting
- 7:55 p.m. **10. Approve Consent Agenda**
a. Approval of Payments
b. Approve General Purchases Exceeding \$10,000 or Sale of Surplus Items
c. Receive City Grant Applications Update
d. Adopt Resolution Awarding Construction Contract for 2025 Sanitary Sewer Lining Project #25-06
e. Accept annual Variance Board appointments
f. Approve Road Rescue Ultramedic Ambulance/Rescue Vehicle for 2027
g. Approve City Manager Goals for 2025-26
- 8:00 p.m. **11. Future Agenda Review, Communications, Reports, and Announcements - Council and City Manager**
a. Future Agenda
- 8:10 p.m. **12. Adjourn**



Volunteer Month Proclamation

April 21, 2025

WHEREAS: Volunteers make an immeasurable impact on the health and well-being of communities by offering their time, skills, and resources for the benefit of others; and

WHEREAS: City of Roseville volunteers contributed 5,446 hours of service in 2024, which is the equivalent of 2.6 full-time positions, helping facilitate the city's innovative natural resources program; volunteering at community celebrations including Rosefest, Earth Day, and Wild Rice Festival; contributing time to Public Works initiatives including Clean-up Day and Shredding Day; and helping to beautify our city at events including Blooming Boulevard and Arbor Day; and

WHEREAS: Roseville's vibrant network of civic and nonprofit organizations including Friends of Roseville Parks, Friends of the OVAL, Central Park Foundation, Roseville Police Foundation, and numerous others, also rely on volunteers to contribute to City of Roseville programs, parks, and its people; and

WHEREAS: Roseville's strong volunteer ethic reflects Minnesota, which ranked third in the United States for formal volunteerism participation; logging more than 110 million's hours of service annually; and

WHEREAS: Volunteers are essential in building stronger, more connected communities, creating lasting changes where they live, work, and play; and

WHEREAS: Volunteer Month provides an opportunity to celebrate the impact people have when they use their civic power to support the causes they care about; and

Now, Therefore Be It Resolved, that the City Council hereby declares April 2025, to be Volunteer Month in The City of Roseville.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this twenty-first of April, 2025.

Mayor Daniel J. Roe



Mental Health Awareness Month May 2025

Whereas: Mental health is a part of overall health and helps to sustain an individual's thought processes, relationships, productivity and ability to adapt to change or face adversity. Mental illness adversely affects those abilities and often is life-threatening in nature. According to the Mental Health Alliance, 1 in 5 adults and children will experience a mental health condition in their lifetime; and

Whereas: It is important for all to maintain mental health and learn the symptoms of mental illness, long delays, sometimes decades, often occur between the time symptoms first appear and when individuals get help. Early identification and treatment can make a difference in successful management of mental illness and recovery; and

Whereas: We recognize numerous residents of the City of Roseville are impacted by mental illness; and

Whereas: Every resident and community can make a difference in helping end the silence and stigma that for too long, has surrounded mental illness and discouraged people from getting help; and

Whereas: Public education and civic activities can encourage mental health and help improve the lives of individuals and families affected by mental illness.

Now, Therefore Be It Resolved, that the City Council hereby declares the month of May, 2025 to be Mental Health Awareness Month in the City of Roseville.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this 21st day of April, 2025.

Mayor Daniel J. Roe



Asian American and Pacific Islander Heritage Month May 2025

Whereas: The City of Roseville is committed to recognizing and honoring the contributions of all members of our community; and

Whereas: In 1992, Congress passed Public Law 102-450 which annually designated May as Asian American and Pacific Islander Heritage Month; and

Whereas: The Month of May was selected to commemorate the immigration of Japanese citizens to the United States on May 7, 1843, and to mark the anniversary of the completion of the transcontinental railroad on May 10, 1869, with the majority of the workers being Chinese immigrants who were often mistreated; and

Whereas: Japanese American troops fought for freedom from tyranny abroad in World War II while their families here at home were interned simply on the basis of their ethnic origin; and

Whereas: In 1965, the Immigration and Nationality Act opened new doors of opportunity to more Asian and Pacific Islander immigrants; and

Whereas: The end of the Vietnam War brought new Vietnamese, Cambodian, Hmong and Laotian communities to the United States of America and Minnesota; and

Whereas: There are over 20 million Asian Americans and Pacific Islanders in the United States with over 260,000 calling Minnesota home and with nearly 3500 in Roseville based on the 2020 Census; and

Whereas: Many Roseville residents identify as Asian American or Pacific Islander, particularly Hmong and Karen community members. They contribute to the vibrant Roseville community through their rich cultures and also as business owners, educators, scientists, artists and many other ways; and

Whereas: The Hmong people began arriving in Minnesota in 1975 as refugees from the destructive wars in their homeland, where the Twin Cities metro region has the largest concentration of Hmong people in America; and

Whereas: The Karen people have been oppressed in their homeland for decades and sought refuge in other places, with St. Paul currently supporting one of the largest Karen communities in America; and

Whereas: Despite all the progress, many Asian American and Pacific Islanders continue to face persistent inequality and discrimination, including barriers to equal access to education, employment, and healthcare. Asian Americans, especially those who are Muslim, Hindu or Sikh—too often face senseless violence and harassment due to the color of their skin, tenets of their faith, or merely by being Asian; and

Whereas: In 2025, Asian American and Pacific Island Heritage Month honors the theme of “A Legacy of Leadership and Resilience” and

Whereas: The City of Roseville invites all members of the Roseville community to renew their commitment to ensuring cultural humility, racial equity, and justice by participating in activities designed to advance the cause of freedom and equality for all.

Now, Therefore Be It Resolved that the City Council hereby declares the month of May 2025 to be Asian American and Pacific Island Heritage Month in the City of Roseville.

In Witness whereof, I have hereunto set my hand and caused the Seal of the City of Roseville be affixed this 21st day of April, 2025.

Mayor Daniel J. Roe



Older Adults Month May 2025

Whereas: Roseville is home to many residents aged 60 years and older; and

Whereas: Older adults in Roseville are the roots from which our community has grown, who bestow gifts of wisdom and insight upon younger generations and strengthen the bonds between neighbors to create a better place to live; and

Whereas: The City of Roseville recognizes and focuses on older adults taking charge of their health, getting engaged in their communities, and making positive impacts in the lives of others: and

Whereas: Older adults are productive, active and influential members of society, sharing essential talents, wisdom and life experiences with families, friends and neighbors; and

Whereas: Our community can provide that recognition and respect by enriching the quality of life for older adults by:

- Increasing opportunities to remain in their communities as active and engaged citizens;
- Providing services, technologies and support systems that allow older adults to foster and maintain connections within the community; and
- Emphasizing the value of older adults by publicly recognizing their contributions to the diversity, strength and unity of our community.

Now, Therefore Be It Resolved that the City Council hereby declare May 2025 to be Older Adults Month in the City of Roseville.

Be it Further Resolved that we urge every resident to honor our older adults and the professionals, family members, and volunteers who care for them. Our recognition of older adults and their involvement in our lives can help us achieve stronger and more meaningful connections with each other and enrich our community's quality of life.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this 21st day of April, 2025.

Mayor Daniel J. Roe



Days of Remembrance April 2025

WHEREAS: The Holocaust was the state-sponsored, systematic persecution and annihilation of European Jewry by Nazi Germany and its collaborators between 1933 and 1945; and

WHEREAS: An estimated six million Jews along with millions of Romani, disabled, LGBTQ+, and political dissidents among other marginalized groups, suffered grievously and were murdered under Nazi tyranny; and

WHEREAS: The history of the Holocaust offers an opportunity to reflect on the moral responsibilities of individuals, societies, and governments; and

WHEREAS: The Days of Remembrance have been set aside as a time for all to remember the victims of the Holocaust, as well as to reflect on the need for respect of all people, to strive to overcome intolerance and indifference through learning and remembrance; and

WHEREAS: The people of the City of Roseville remember the terrible events of the Holocaust and especially the deaths of more than a million children who were victims, and remain vigilant against hatred, persecution and tyranny; and

WHEREAS: The Roseville community is dedicated to the principles of individual freedom in a just society; and

WHEREAS: The Roseville community honors the memory of the victims, survivors, rescuers and liberators of the Holocaust.

NOW, THEREFORE BE IT RESOLVED, the City Council hereby proclaims the week of April 23 to April 30, 2025, as Days of Remembrance in the City of Roseville.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this 21st day of April 2025.

Mayor Daniel J. Roe

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 4/21/2025

Item No.: 7.a.

Department Approval



City Manager Approval



Item Description: Public Hearing and Approve Resolutions Approving the Vacation of Multiple Streets Easements and Rights-of-Way

Background

Over the past several years, staff has identified rights-of-way that the City no longer needs for public benefit. Some of these rights-of-way were dedicated to the City for future roadways that were never constructed, some were partial right-of-way dedications, while others were alley dedications. In all the cases, the City has no plans to construct a future roadway.

By vacating these rights-of-way, the area will revert to the underlying property owners. The owners will benefit from having more control over the former right-of-way areas. This also helps with confusion and disagreements over how the right-of-way area should be maintained in regards to vegetation control and debris management.

Some of the corridors have utilities or trails within the right-of-way. However, since a roadway will not be constructed, an easement would be more appropriate for the identified vacation area. Where it is appropriate, the proposed resolution will reserve utility easement rights in the vacated areas.

On April 11, 2022, Council authorized staff to begin the vacation process for these locations. Staff has brought four phases of vacations previously, and these four vacation areas are part of Phase 5. Additional public hearings are anticipated later this summer with staff anticipating a total of six phases.

The vacation resolutions were publicly noticed in the newspaper on March 11, 2025 and March 18, 2025, and a mailing to the affected residents postmarked March 25, 2025, per State Statute requirements. Affidavits of Publication and Mailing are available in the office of the City Engineer.

Specific to Vacation Area V (Aldine Street), the City has received feedback from residents indicating that the neighborhood uses this right-of-way (ROW) corridor as an informal walking trail. Although this segment is not identified on the City's Pathway Master Plan, if the Council wishes to preserve the corridor for potential future trail use, staff recommends vacating only the western 20 feet and retaining the eastern 30 feet for that purpose. Should

the Council wish to proceed with this approach, staff requests direction to prepare a revised vacation description and bring forward a new public hearing at a future date.

After the public hearing on the vacations is closed, each resolution would be voted on separately. Since these are City-initiated vacations, a four-fifths vote is required to approve vacation of these rights-of-way. No vacation will be official until such time as the City Manager executes and records a Notice of Completion.

Policy Objectives

This action is intended to “right-size” the City’s property rights and property management responsibilities for Roseville’s current and future needs.

Equity Impact Summary

There should be no equity impacts associated with these vacations as they have no public use for a future roadway. If there are utilities or pathways in the rights-of-way, easements are retained per the resolution.

Budget Implications

Aside from costs related to filing the vacations with Ramsey County, publishing the public notices, and the mailings to notify the residents, there are no direct costs to the City of Roseville to vacate right-of-way corridors.

Staff Recommendations

Staff recommends that the City Council approve the attached resolutions approving vacation of the rights-of-way.

Requested Council Action

Conduct a public hearing receiving any public comments related to all proposed rights-of-way and easement vacations.

Consider approval of a resolution approving the right-of-way vacation of a portion of Eustis Street as described in the Easement Deed dated July 15, 1960 filed in Book 1694, page 459 of deeds between the properties located at 2420 and 2460 County Road C W. [Vacation Area K – Attachment 1]

Consider approval of a resolution approving the right-of-way vacation of a portion of Aldine Place that is located between the properties located at 1693 North Ridgewood Lane W and 1710 South Ridgewood Lane W in the plat of Ridgewood. [Vacation Area U – Attachment 2]

Consider approval of a resolution approving the right-of-way vacation of a portion of Aldine Street that is located between the properties located at 1706 Ryan Avenue West, 1705 Roselawn Avenue West, 77 Mid Oaks Lane, 85 Mid Oaks Lane, 87 Mid Oaks Lane, 89 Mid Oaks Lane, 91 Mid Oaks Lane, and 93 Mid Oaks Lane in the plat of Mid Oaks. [Vacation Area V – Attachment 3]

Consider approval of a resolution approving the right-of-way vacation of a portion of Wheeler Street that is located between the properties located at 1763 Shryer Avenue and

1751 Shryer Avenue in the plat of Woodside. [Vacation Area W – Attachment 4]

A four-fifths vote is required for all resolution approvals, as the vacations are City-led, not petitioned.

Prepared by: Erik Henriksen, Assistant City Engineer

Attachments:

1. Resolution for Vacation Area K
2. Resolution for Vacation Area U
3. Resolution for Vacation Area V
4. Resolution for Vacation Area W
5. Map of Phase 5 Vacation Areas
6. Map of Vacation Area K
7. Map of Vacation Area U
8. Map of Vacation Area V
9. Map of Vacation Area W
10. Public Hearing Agenda
11. Comments from Residents
12. Presentation
13. Aldine Street Vacation - Bench Handout 2
14. FW_ Vacation of Area V - Aldine ROW Extension - Bench Handout 3
15. Trail Issue - Bench Handout 4
16. 04212025 Item 7.a Petition

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 21st day of April, 2025, at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

RESOLUTION APPROVING THE VACATION OF A PORTION OF EUSTIS STREET

WHEREAS, the City Council pursuant to Minnesota Statutes Section 412.851 desires to consider the vacation of a portion of Eustis Street; and

WHEREAS, the portion of Eustis Street that is being vacated is legally described on the attached Exhibit A and as shown on the attached Exhibit B; and

WHEREAS, the City Clerk published, posted, and mailed notice of a public hearing as required by law, and a public hearing was held on the proposed vacation on the 21st day of April, 2025; and

WHEREAS, a public street is not currently, nor is planned to be, constructed within this right-of-way; and

WHEREAS, the City Council in its discretion has determined that the vacation will benefit the public interest because this portion of Eustis Street is not needed for current or future right-of-way purposes.

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

1. That portion of Eustis Street that is legally described on the attached Exhibit A is hereby vacated, with the exception that an easement for utility purposes within the vacated right-of-way is hereby reserved.
2. City staff and consultants are hereby authorized and directed to file a notice of completion of vacation proceedings.

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

33 WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 21st day of April, 2025, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 21st day of April, 2025.

Patrick Trudgeon, City Manager

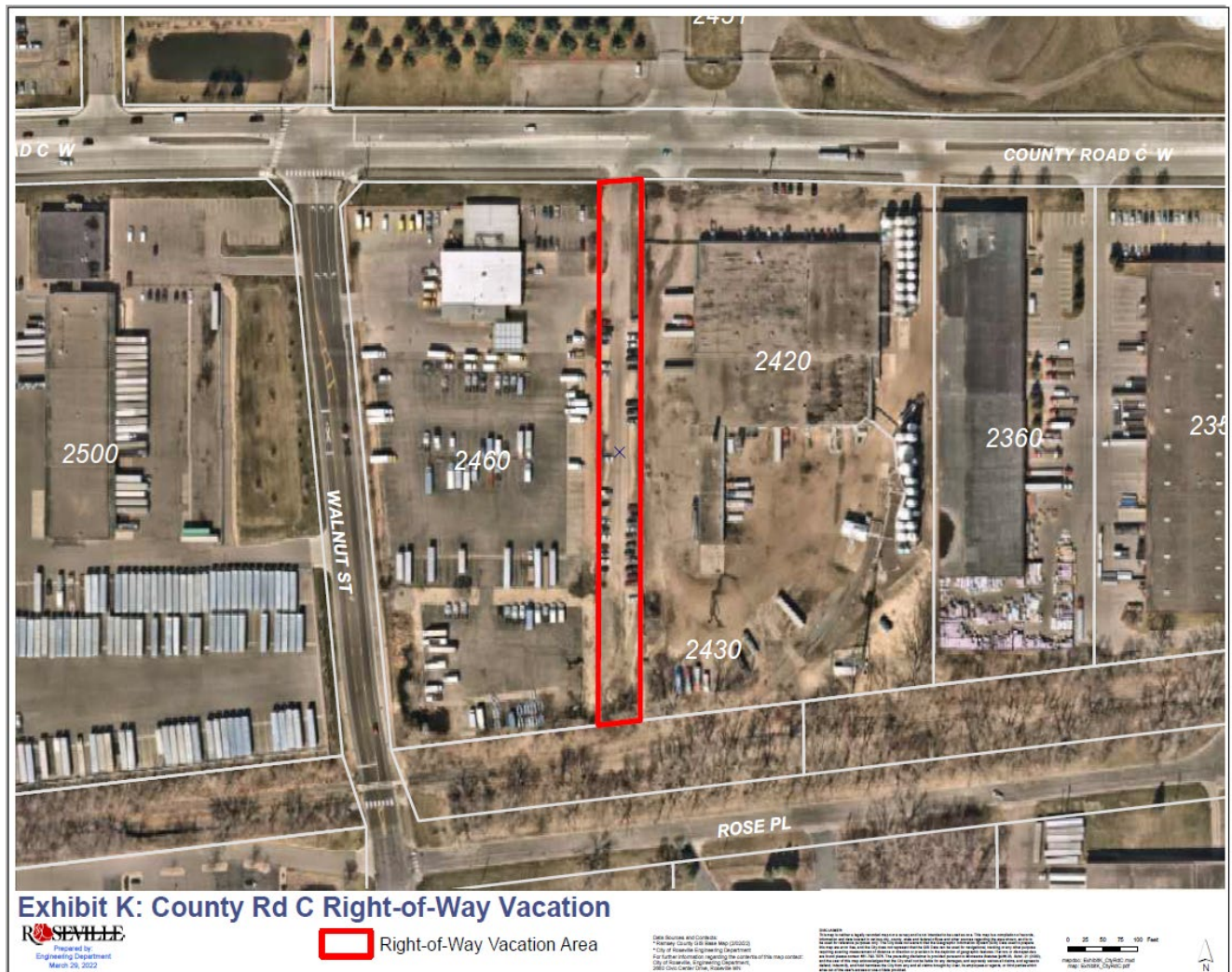
EXHIBIT A

Legal Description of the Vacated Area

The easement legally described as follows in the Easement Deed between the Minnesota Transfer Railway Company and the Village of Roseville dated July 15, 1960 filed in Book 1694, page 459 of deeds in the County of Ramsey, State of Minnesota, legally described as follows:

The West Sixty (60) feet of the East Sixteen Hundred Nine and Forty-Nine Hundredths (1609.49) feet of the Northwest Quarter (NW $\frac{1}{4}$) of Section Eight (8), Township Twenty-Nine North (29N), Range Twenty-Three West (23W), lying North of the right-of-way of the Northern Pacific Railway Company, except that part thereof taken for County Road "C".

Depiction of the Vacated Area



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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 21st day of April, 2025, at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION APPROVING THE VACATION OF A PORTION OF ALDINE PLACE
THAT LIES WITHIN THE PLAT OF RIDGEWOOD**

WHEREAS, the City Council pursuant to Minnesota Statutes Section 412.851 desires to consider the vacation of a portion of Aldine Place that is located between the properties located at 1693 North Ridgewood Lane W and 1710 South Ridgewood Lane W in the plat of Ridgewood; and

WHEREAS, the portion of Aldine Place that is being vacated is legally described on the attached Exhibit A and as shown on the attached Exhibit B; and

WHEREAS, the City Clerk published, posted, and mailed notice of a public hearing as required by law, and a public hearing was held on the proposed vacation on the 21st day of April, 2025; and

WHEREAS, a public street is not currently, nor is planned to be, constructed within this right-of-way; and

WHEREAS, the City Council in its discretion has determined that the vacation will benefit the public interest because this portion of Aldine Place is not needed for current or future right-of-way purposes.

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

1. That portion of Aldine Place that lies between 1693 North Ridgewood Lane W and 1710 South Ridgewood Lane W in the plat of Ridgewood is hereby vacated, with the exception that an easement for utility purposes within the vacated right-of-way is hereby reserved along with a 15 foot wide sidewalk easement in the center of the platted right-of-way.
2. City staff and consultants are hereby authorized and directed to file a notice of completion of vacation proceedings.

33 The motion for the adoption of the foregoing resolution was duly seconded by Member ,
34 and upon a vote being taken thereon, the following voted in favor thereof: , ,
35 , and Mayor .
36 and the following voted against the same: .

37 WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 21st day of April, 2025, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 21st day of April, 2025.

Patrick Trudgeon, City Manager

EXHIBIT A

Legal Description of the Vacated Area

Those portions of Aldine Place lying adjacent to Lot 17, Block 1 and Lot 17, Block 3 dedicated in the plat of Ridgewood, County of Ramsey, State of Minnesota. The vacated area does not include a 15 foot wide portion of Aldine Place lying on the centerline of the platted Aldine Place in the plat of Ridgewood that is currently being used as a sidewalk.

Depiction of the Vacated Area



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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 21st day of April, 2025, at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION APPROVING THE VACATION OF A CERTAIN PORTION OF
ALDINE STREET**

WHEREAS, the City Council pursuant to Minnesota Statutes Section 412.851 desires to consider the vacation of Aldine Street that is located between the properties located at 77 Mid Oaks Lane, 85 Mid Oaks Lane, 87 Mid Oaks Lane, 89 Mid Oaks Lane, 91 Mid Oaks Lane, and 93 Mid Oaks Lane in the plat of Mid Oaks and possibly on the properties located at 1705 Roselawn Avenue West and 1706 Ryan Avenue West; and

WHEREAS, the portion of Aldine Street that is being vacated is legally described on the attached Exhibit A and as shown on the attached Exhibit B; and

WHEREAS, the City Clerk published, posted, and mailed notice of a public hearing as required by law, and a public hearing was held on the proposed vacation on the 21st day of April, 2025; and

WHEREAS, a public street is not currently, nor is planned to be, constructed within this right-of-way; and

WHEREAS, the City Council in its discretion has determined that the vacation will benefit the public interest because this portion of Aldine Street is not needed for current or future right-of-way purposes.

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

1. That portion of Aldine Street that lies between 1706 Ryan Avenue West, 1705 Roselawn Avenue West, 77 Mid Oaks Lane, 85 Mid Oaks Lane, 87 Mid Oaks Lane, 89 Mid Oaks Lane, 91 Mid Oaks Lane, and 93 Mid Oaks Lane in the plat of Mid Oaks with the exception that an easement for utility purposes within the vacated right-of-way is hereby reserved if said property contains a right-of-way easement.

33 2. City staff and consultants are hereby authorized and directed to file a notice of
34 completion of vacation proceedings.

35 The motion for the adoption of the foregoing resolution was duly seconded by Member ,
36 and upon a vote being taken thereon, the following voted in favor thereof: , ,
37 , and Mayor .
38 and the following voted against the same: .

39 WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 21st day of April, 2025, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 21st day of April, 2025.

Patrick Trudgeon, City Manager

EXHIBIT A

Legal Description of the Vacated Area

That portion of Aldine Street lying adjacent to Lots 5, 6, 7, 8, 9, and 10, Block 4 dedicated in the plat of Mid Oaks, County of Ramsey, State of Minnesota.

Any portion of Aldine Street that may be located on the property described as follows:

The South 293 feet of the East 132 feet of the Southeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 16, Township 29, Range 23, County of Ramsey, State of Minnesota.

Any portion of Aldine Street that may be located on the property described as follows:

The East 132 feet of Southeast $\frac{1}{4}$ of Southwest $\frac{1}{4}$ of Northeast $\frac{1}{4}$ of Section 16, Township 29, Range 23, except the South 293 feet thereof, subject to highway easements along the North 30 feet and the East 20 feet thereof, according to the United States Government Survey thereof and situate in Ramsey County, Minnesota.

EXHIBIT B

Depiction of the Vacated Area



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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 21st day of April, 2025, at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION APPROVING THE VACATION OF A PORTION OF WHEELER
STREET THAT LIES WITHIN THE PLAT OF WOODSIDE**

WHEREAS, the City Council pursuant to Minnesota Statutes Section 412.851 desires to consider the vacation of a portion of Wheeler Street that is located between the properties located at 1763 Shryer Avenue and 1751 Shryer Avenue in the plat of Woodside; and

WHEREAS, the portion of Wheeler Street that is being vacated is legally described on the attached Exhibit A and as shown on the attached Exhibit B; and

WHEREAS, the City Clerk published, posted, and mailed notice of a public hearing as required by law, and a public hearing was held on the proposed vacation on the 21st day of April, 2025; and

WHEREAS, a public street is not currently, nor is planned to be, constructed within this right-of-way; and

WHEREAS, the City Council in its discretion has determined that the vacation will benefit the public interest because this portion of Wheeler Street is not needed for current or future right-of-way purposes.

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

1. That portion of Wheeler Street that lies between 1763 Shryer Avenue and 1751 Shryer Avenue in the plat of Woodside is hereby vacated, with the exception that an easement for utility purposes within the vacated right-of-way is hereby reserved along with a 15 foot wide sidewalk easement in the center of the platted right-of-way.
2. City staff and consultants are hereby authorized and directed to file a notice of completion of vacation proceedings.

32 The motion for the adoption of the foregoing resolution was duly seconded by Member ,
33 and upon a vote being taken thereon, the following voted in favor thereof: , ,
34 , and Mayor .
35 and the following voted against the same: .

36 WHEREUPON said resolution was declared duly passed and adopted.

EXHIBIT A

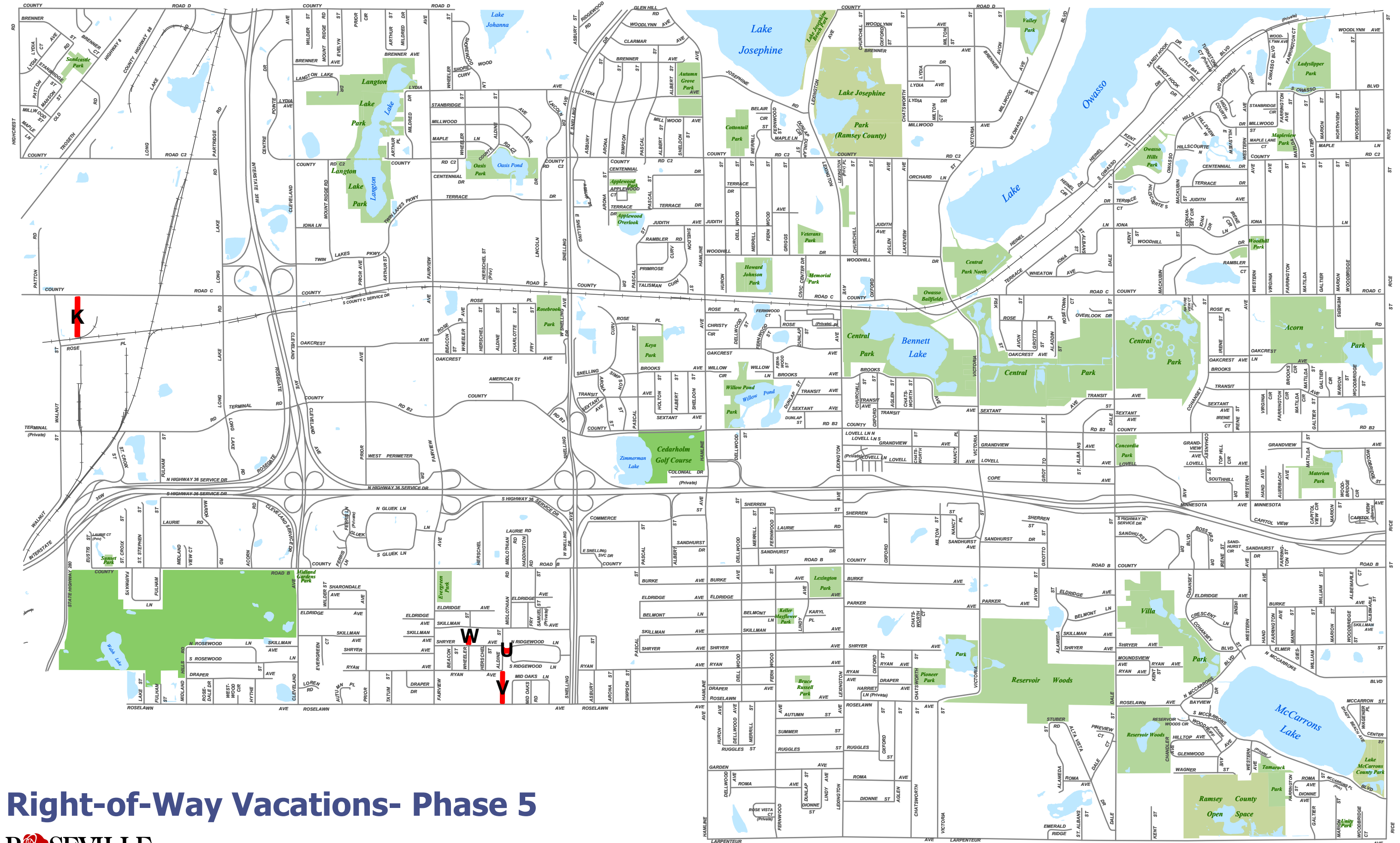
Legal Description of the Vacated Area

Those portions of Wheeler Street lying adjacent to Lot 1, Block 2 and Lot 7, Block 1 dedicated in the plat of Woodside, County of Ramsey, State of Minnesota. The vacated area does not include a 15 foot wide portion of Wheeler Street lying on the centerline of Wheeler Street in the plat of Woodside that is currently being used as a sidewalk.

EXHIBIT B

Depiction of the Vacated Area





Right-of-Way Vacations- Phase 5



Prepared by: Engineering Department

3/5/2025

Data Sources

- * Ramsey County GIS (2/5/2025)
- * 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.

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Phase5





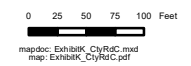
Exhibit K: County Rd C Right-of-Way Vacation

ROSEVILLE
 Prepared by:
 Engineering Department
 March 29, 2022

 **Right-of-Way Vacation Area**

Data Sources and Contacts:
 * Ramsey County GIS Base Map (2/02/22)
 * City of Roseville Engineering Department
 For further information regarding the contents of this map contact:
 City of Roseville, Engineering Department,
 2680 Civic Center Drive, Roseville MN

DISCLAIMER:
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 map: ExhibitK_CityRdC.pdf

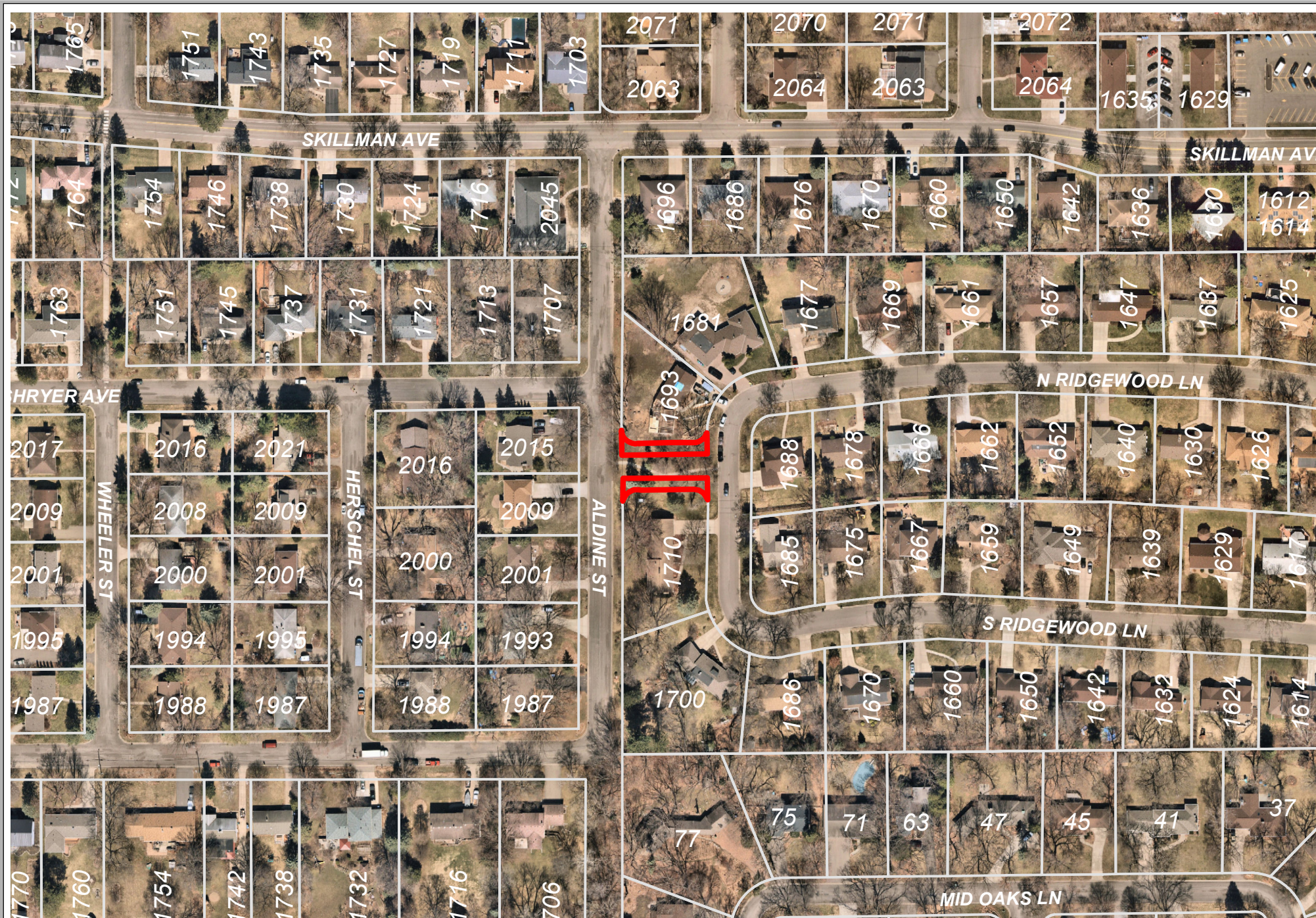


Exhibit U: Ridgewood Ln Right-of-Way Vacation

ROSEVILLE

Prepared by:
Engineering Department
July 19, 2022

 Right-of-Way Vacation Area

Data Sources and Contacts:
* Ramsey County GIS Base Map (2/02/22)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
2600 Civic Center Drive, Roseville MN

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0 25 50 75 100 Feet
mapdoc: ExhibitU_RidgewoodLn.mxd
map: ExhibitU_RidgewoodLn.pdf



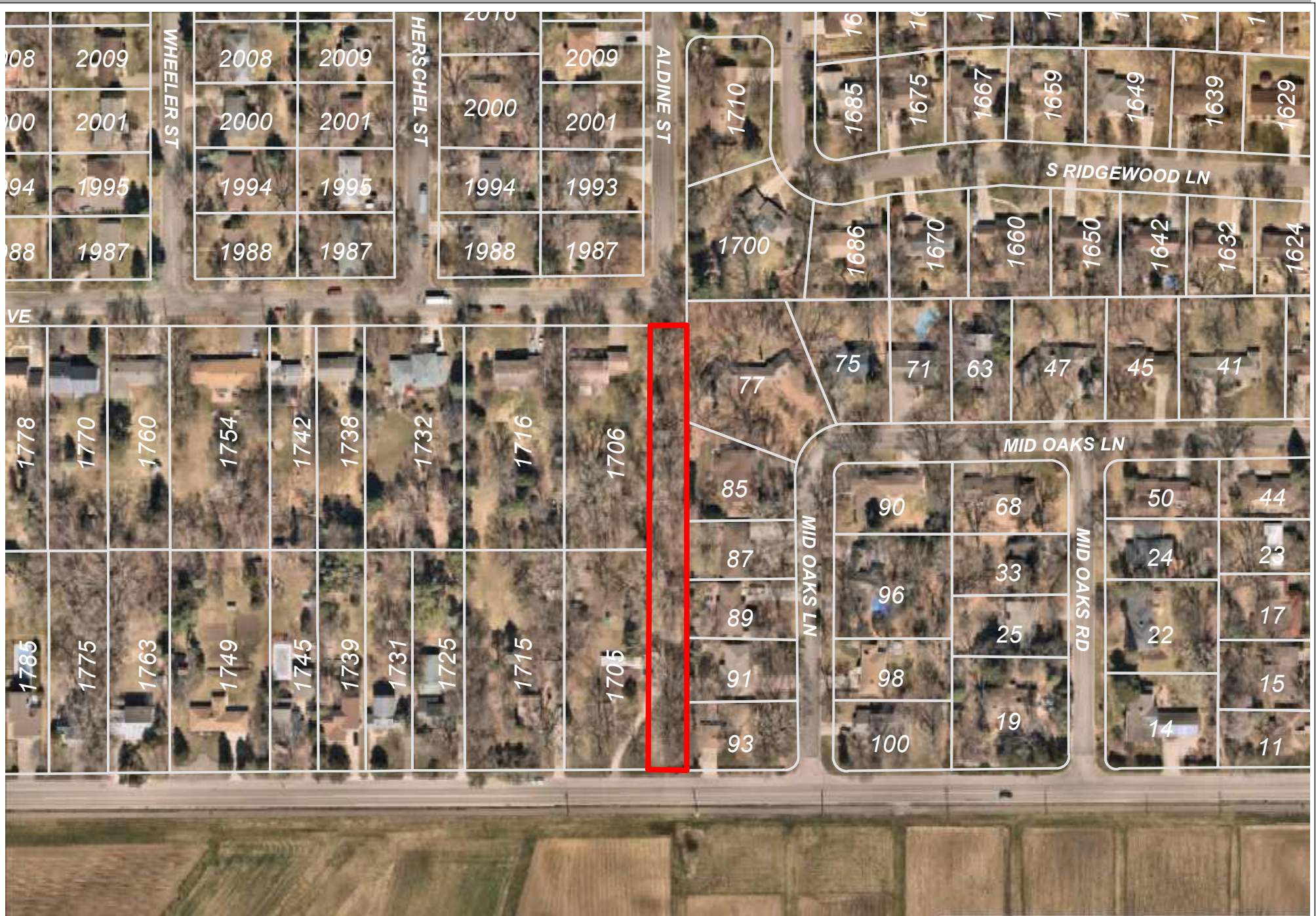


Exhibit V: Aldine Ave Right-of-Way Vacation

ROSEVILLE
 Prepared by:
 Engineering Department
 March 29, 2022

 Right-of-Way Vacation Area

Data Sources and Contacts:
 * Ramsey County GIS Base Map (2/02/22)
 * City of Roseville Engineering Department
 For further information regarding the contents of this map contact:
 City of Roseville, Engineering Department,
 2650 Civic Center Drive, Roseville MN

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0 25 50 75 100 Feet
 mapdoc: ExhibitV_AldineAve.mxd
 map: ExhibitV_AldineAve.pdf



AGENDA FOR PUBLIC HEARING

Vacation of Multiple Easements and Right-of-Ways Pursuant to Minnesota Statute §412.851

- A. Mayor calls the meeting to order and announces the purpose of the meeting and format for the hearing. "This is a public hearing to consider whether to vacate public easements and right of ways."

"This vacation request was initiated by the City of Roseville. The Council will consider resolutions to approve vacating the rights-of-ways as described in the resolutions."

THE FOLLOWING AGENDA CAN BE USED AS THE FORMAT FOR THE PUBLIC HEARING:

- B. City Manager comments including, brief description of proposed vacated easement, published and mailed notices, and written objections to the proposed vacation. It is suggested that the City Manager should make a general comment regarding the published and mailed notices. This should include the following language:

"Published and legal mailed notices have been provided for this public hearing. Legal notices appeared in the city's legal newspaper, *The Pioneer Press*, on March 11 and 18, 2025. Mailed notices were sent on March 20, 2025. Affidavits of publishing and mailing are available in the office of the City Engineer."

Prior to the hearing proceeding, the City Manager should read all written objections for the proposed resolutions.

- C. City Engineer by this time has provided specific information for vacations including a description and proposed resolution.

- D. Mayor opens hearing to the public. It is suggested that the following comments be made by the Mayor:

"In an attempt to provide everyone an opportunity to be heard and yet conduct the hearing in an efficient manner, we would suggest that rules be used for the hearing for this project. These would include the following:

1. Individuals should identify themselves by giving their name and address and should speak into the microphone.
2. Each speaker will be allowed to speak only one time and should limit questions and comments to three minutes.
3. Be courteous. No comments from audience or applause during question/ comment period."

- E. Mayor closes hearing.

After all citizen comments have been completed, the Mayor should indicate that the public hearing is closed and turn the hearing over to the City Council for action.

- F. Council action on proposed vacation. Note: Only a 4/5ths vote is required for the resolution, as the vacation was city initiated.

1. Resolution approving the right-of-way vacation of a portion of Eustis Street.
2. Resolution approving the right-of-way vacation of a portion of Aldine Place that lies within the plat of Ridgewood.
3. Resolution approving the right-of-way vacation of a portion of Aldine Street that lies within the plat of Mid Oaks.
4. Resolution approving the right-of-way vacation of a portion of Wheeler Street that lies within the plat of Woodside.

(Resolutions provided by City Engineer.)

From: [Tammy McGehee](#)
To: [Erik Henricksen](#)
Subject: Aldine Easement
Date: Tuesday, April 15, 2025 4:51:07 PM

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

Hi Erik,

Thanks so much for the time yesterday answering my questions regarding the City's plan to vacate the easement adjacent to my property and return it to our plats. We are residents at 77 Mid Oaks Lane, just at the corner of Ryan and Aldine. We also own 85 Mid Oaks Lane, right next door where our daughter stays when she is in town. It is also where I have the best sun for gardening and maintain our vegetable garden there.

We are excited to have the easement vacated for many reasons. Naturally everyone along the Mid Oaks side heading to Roselawn have very shallow rear yards. Whether you have small children or enjoy gardening or having outdoor parties in the summer, the extra 30 feet is very nice. We are looking forward to cleaning up the buckthorn, nettles, and burdock along our portion and replacing these invasives with native plants consistent with anticipated climate changes. We are also very anxious to take responsibility for the large, heritage oak in the easement. We regularly fertilize one side when we have our oaks done, but actually having access to provide fertilization and water all around the base of the tree would be ideal.

As the City is aware there is an ad-hoc footpath used by a few dog walkers as a shortcut to the University Fields. Since Roselawn is a busy street with no pedestrian crosswalks in the area, the crossing of folks with dogs on leashes-- and some with dogs not leashed-- is a hazard for drivers as well as pedestrians. The much safer way is the well-maintained City pathway along Fairview, crossing Roselawn and the four way stop with marked pedestrian crossings. The school district provides excellent bus service for all the students on Mid Oaks Lane. For the safety of everyone, we feel it is best to remove the expense and liability of this easement from the City and return the property to the current plats.

Thank you again for returning this land to our plats for us to enjoy. We are looking forward to the opportunity to care for it.

Tam and Dick McGehee

77 and 85 Mid Oaks Lane

From: [Art Quinn](#)
To: [Erik Henriksen](#)
Cc: [REDACTED]
Subject: Aldine easement vacation
Date: Tuesday, April 15, 2025 8:54:43 PM
Attachments: [Outlook-A picture .png](#)

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

Erik,

My name is Art Quinn. My wife, Sara Quinn, and I own the house at 89 Mind Oaks Lane in Roseville. Our home is one of the properties that back up to the Aldine easement currently being considered by the Roseville City Council for vacation. We are very much in support of releasing that easement back to the homeowners in that area. The city does not maintain the pseudo path today and is lightly used by dog walkers, who typically use it to cut through to the U of M farm fields nearby. There are other, safer means to travel in that direction instead of using the unlit and uneven path that currently exists today.

When we purchased our home, we knew the easement had a lightly used path. However, to make the path safe, investments in paving, lighting, and removing many dead trees would be required. Given its light use and the fact that safer travel options exist today, it seems a waste of taxpayer money to invest in it to that extent. Thank you and the Counsel for considering the release of this easement, and we look forward to the possibility of more space to garden and enjoy our neighborhood.

Art Quinn
89 Mid Oaks Lane, Roseville, MN 55113

[REDACTED]

From: [Tim Brown](#)
To: [Erik Henricksen](#)
Subject: Aldine Street ROW Vacation comments
Date: Wednesday, April 16, 2025 7:54:33 AM

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

From:
Timothy Brown and Melinda Erickson
93 Mid Oaks Lane, Roseville, 55113

To:
The Roseville City Council
In c/o Erik Henricksen, Assistant City Engineer

Subject: Aldine Street ROW Vacation comments

Dear City Council and City Staff:

We purchased our home here at 93 Mid Oaks Lane in December 2018. We have come to love the 10 large oak trees on the lot and have invested time and money to help ensure they remain healthy. We have also removed invasive species and planted native "pollinator" species over more than 2000 square feet of our yard. We take much pleasure in tending our work and watching critters of many stripes thrive here.

The 30 feet of ROW along the western margin of our lot is an area we would love to extend our stewardship into. This area contains an additional 4 mature oak trees but has had very little attention paid to invasive species and regular tending to the trees needs. It's status as ROW has put a damper on potential work due to the unknown long term status and barriers to landscaping there.

We strongly support the vacation of the the ROW that maintains the utility easement in the Aldine Street zone. We greatly appreciate the City Council and Staff bringing this issue forward for consideration. We hope this approval can come at the April 21 meeting and that we can then use the spring planting season to begin work!

Thank you for your consideration,

Tim Brown & Mindy Erickson


From: [Rachel Brown](#)
To: [Erik Henriksen](#)
Subject: Aldine Street vacation.
Date: Wednesday, April 16, 2025 7:15:20 AM
Attachments: [RBrown - Aldine Vacation April 2025.pdf](#)

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

Hi Erik,
Attached is a letter about the Aldine Street vacation.
Looking forward to meeting you next Monday.
Rachel


Rachel Brown
1705 Roselawn Avenue West
Roseville, MN 55113

April 16, 2025

Erik Henricksen
Assistant City Engineer
2660 Civic Center Drive
Roseville, MN 55113

Dear Erik,

I am writing to thank you, the other city staff, and the City Council for working to vacate the unused Aldine Street right-of-way that runs along the full length of my property at 1705 Roselawn Avenue West.

I am in full support of the vacation and deeply hope that the City Council Members will vote in favor of the proposed resolution at the meeting on April 21, 2025.

The home was built in 1934, well before the 20-foot right-of-way was set on what is now my property.

Since I moved here in 2000, I have been a diligent steward of the city land along my property line – mowing grass, mulching leaves, and pruning trees and bushes. The proposed vacation will allow me to have more control over these activities on the 2,640 square feet that is set to be released to me (132 ft. x 20 ft), subject to utility easement.

More importantly, the vacation will let me address the problem created when the right-of-way was established in 1951 and made more problematic when the existing garage was extended a bit (sometime in the 1960s): **there is no viable option for me to have a driveway that is solely on my property and connects to my garage.** The existing gravel driveway is expensive to maintain, a challenge for snow removal, and non-compliant with city code.

When I received notice of the vacation, I was delighted to have a long-awaited resolution to this problem. As I plan a home remodel, including a garage to replace/expand the very small 1-car one, I am looking forward to having access to land that will allow me to create a code-compliant driveway that is paved and fully on my property.

Again, many thanks for your work on this. Please let me know if there is anything I can do to make this happen as planned on April 21.

Rachel

From: [SHAWN CHA](#)
To: [Erik Henricksen](#)
Subject: Vacating areas and paths
Date: Tuesday, April 15, 2025 6:54:56 PM

[REDACTED]

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

Hi Erik,

We recently received two letters from the city regarding some of the paths surrounding our neighborhood. I was made aware by a few people around our home that there are letters being sent in regarding keeping the path. However, I own a home that sits directly on the path and I kindly request that the use of these paths be vacated.

Thank you,
S & M

From: [Hanna Cox](#)
To: [Erik Henricksen](#)
Subject: Aldine Vacation / Mid Oaks Lane
Date: Wednesday, April 16, 2025 9:48:36 AM

[Redacted]

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

Hi Eric,

I'm writing to express our support for the proposed vacation of the Aldine right-of-way adjacent to our property. We live at 91 Mid Oaks Lane and believe that incorporating this parcel into our lot would enhance the usability and flexibility of our outdoor space.

Thank you for your consideration. Please let us know if any additional information is needed.

Best regards,
Hanna Connor



[Redacted]

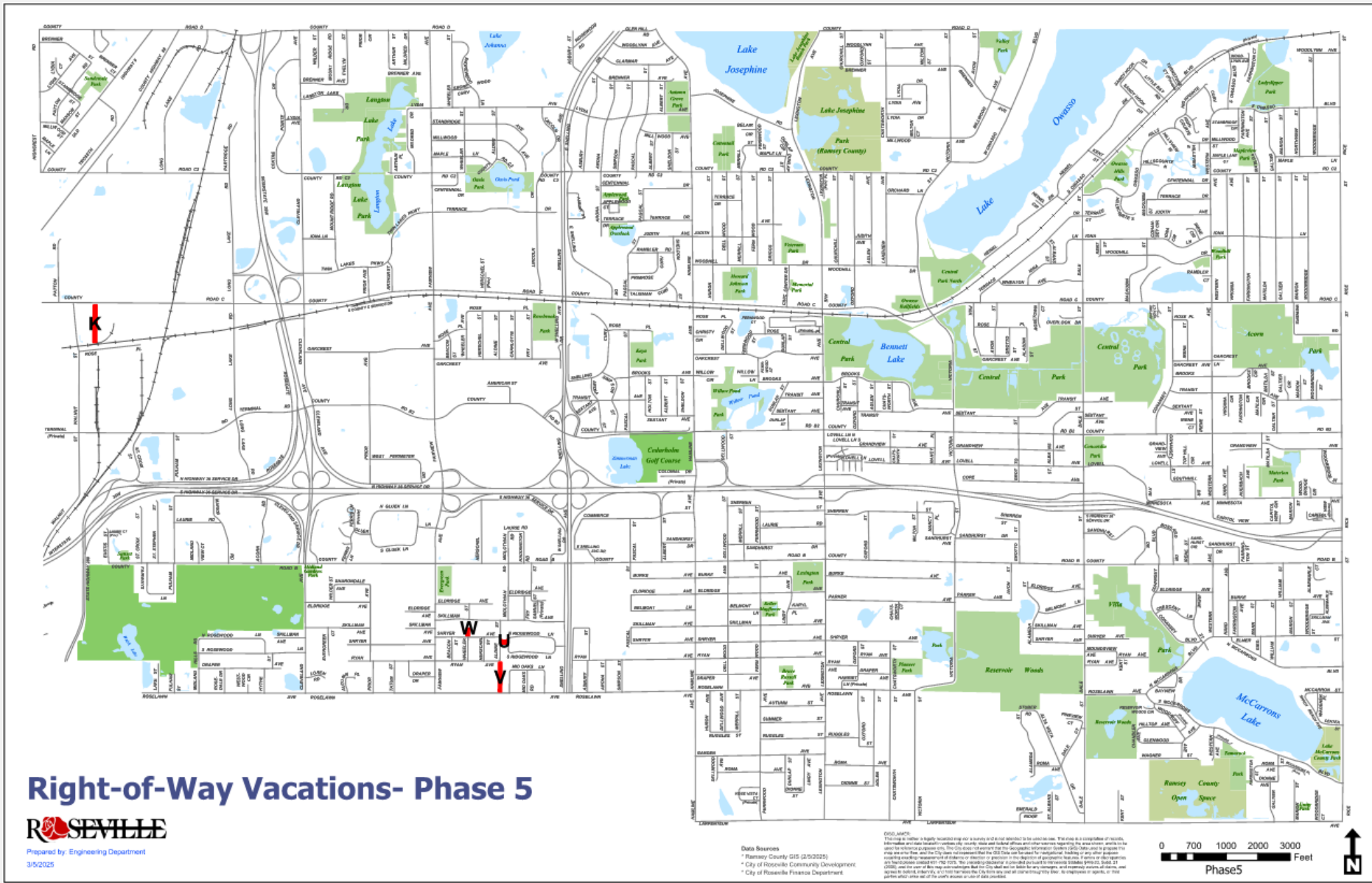
[Redacted]

Vacation of Multiple Street Rights-of-Way Phase 5

Public Works



Proposed Vacations Map



A PORTION OF EUSTIS STREET



PORTION OF ALDINE PLACE THAT LIES WITHIN THE PLAT OF RIDGEWOOD



Vacation V – Resolution 3

PORTION OF ALDINE STREET THAT LIES WITHIN THE PLAT OF MID OAKS



PORTION OF WHEELER STREET THAT LIES WITHIN THE PLAT OF WOODSIDE



All Vacation Areas

PUBLIC HEARING

Public Hearing as Required by Minnesota State Statute 412.851

In an attempt to provide everyone an opportunity to be heard and yet conduct the hearing in an efficient manner, we would suggest that rules be used for the hearing for this project. These would include the following:

1. Individuals should identify themselves by giving their name and address and should speak into the microphone.
2. Each speaker can speak one time and should limit questions and comments to three minutes.
3. Be courteous. No comments from audience or applause during question/ comment period.

Recommended Council Action

1. Consider approval of a resolution approving the right-of-way vacation of a portion of Eustis Street.
[Vacation Area K – Resolution 1]
2. Consider approval of a resolution approving the right-of-way vacation of a portion of Aldine Place that lies within the plat of Ridgewood.
[Vacation Area U – Resolution 2]
3. Consider approval of a resolution approving the right-of-way vacation of a portion of Aldine Street that lies within the plat of Mid Oaks.
[Vacation Area V – Resolution 3]
4. Consider approval of a resolution approving the right-of-way vacation of a portion of Wheeler Street that lies within the plat of Woodside.
[Vacation Area W – Resolution 4]

A 4/5th vote is required since these are city-initiated vacations.

From: [Rachel Brown](#)
To: [Dan Roe](#)
Subject: Aldine Street Vacation -
Date: Monday, April 21, 2025 10:50:37 AM

You don't often get email from brown-rachel@comcast.net. [Learn why this is important](#)

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

Hi Mayor Roe,

I am one of the 8 underlying property owners of the Aline Street Vacation (Area V) that you will be voting on tonight.

I ask you to please vote Yes on the full vacation of the Area V tonight.

All 8 property owners are eager to have full access to our land (subject to the utility easement). We also all agree that we do not want a formal, city-code compliant paved path that would completely alter our landscapes, change our use of our properties, disrupt our lives during planning and construction, remove or distress, existing oak trees, and cost the city a lot of time and money.

And for me, personally, the full vacation lets me finally address significant issues on my property where I have lived for 25 years.

1) The ROW line is just a few feet from my garage entry. (First photos below shows the approximate line from two perspectives). The house, built in 1934, well before the 1950's ROW was enacted, had a small tuck-under garage. A 1960s addition (white siding part) extended the garage a bit, but either way, the ROW was very close to the garage. This means that in order to have car access to the garage, my driveway must be on the ROW land.

2) Because of this, I have a gravel driveway that is not code-compliant and is expensive to maintain. (Third photo shows one of the gravel piles, left on the lawn after a season of snow removal.) Full re-graveling costs about \$2,000 and needs to be done every 2-3 years.

3) The raising of the roof line in the 1960s remodel also created an issue with the back bedroom windows - they were originally windows to the outside; now they open into the garage (fourth photo). This is a problem that I intend to correct with a garage/house remodel. But without the ROW portion returned to me, there is little space for me to build a normal garage.

All this to say, I was very thankful to learn of the city's plan to vacate the ROW for me and the other underlying property owners of this land.

My fiancé and I have begun work with an architect on the home and garage design, but we cannot move forward with this until the ROW issue is resolved.

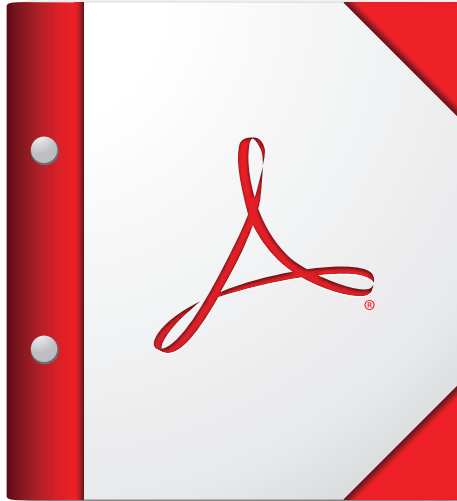
So we really hope you will vote yes for the full vacation tonight.

Thank you for your consideration.

Best,
Rachel







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Acrobat X or Adobe Reader X, or later.**

Get Adobe Reader Now!

To: Roseville City Council
Director of Public Works, Jesse Freihammer
Assistant City Engineer, Erik Henriksen

I am writing to the Council as I will be unable to attend the meeting tonight. However, I have learned that there may be discussion of the creation of a formal City pathway along the Aldine/Roselawn easement.

There are several reasons I believe a formal City pathway here is unnecessary, unsafe, costly, and damaging to the neighborhood environment. I am hopeful that the Council will vacate the easement as recommended by Public Works for the reasons outlined below.

1. The City has held this land for well over 40 years without a plan or identified use.
2. This trail is not now and has never been part of the Pathway Master Plan and does not appear to meet the usual and standard criteria for such a designation.
3. This right-of-way area has never been maintained by the City.
4. To undertake any formal pathway project would result in the destruction of many large, heritage trees, including some that have been used by significant wildlife in our area.
5. Construction of a formal pathway would have considerable financial costs for both construction and maintenance, costs borne by the public for very limited.
6. The school district provides safe bus service to all school age children on Mid Oaks Lane and Mid Oaks Road with a pick-up point on the Lane for elementary students.
7. The current safe and accessible Fairview pathway links to pathways along Roselawn and across Snelling and both north and south along Fairview.
8. There is no pedestrian crossing along Roselawn at the point of this pathway, and Roselawn is a busy street, especially at rush hour.
9. There is excellent access for the entire area north of this proposed vacated area to the well-maintained, established, safe, and accessible pathway along Fairview.
10. The predominant use of this trail is by dog owners accessing the University Fields. The safer and easier route is to use the existing Fairview pathway and accessing the Roselawn pathway and University Fields at the four-way stop and pedestrian crossing at Fairview and Roselawn.

Thank you for your consideration.

Tam

Tam McGehee
Easement Adjacent Homeowner

Petition Supporting the Vacation of the Right of Way

Portions of Aldine Street Adjacent to Lots 5, 6, 7, 8, 9 and 10 on Mid Oaks Lane,

1705 Roselawn Avenue, and 1706 Ryan Avenue

We wish to thank the ^{Right of Way} city for supporting the vacation of the Aldine Easement. We are grateful be able to have this land returned to us for our stewardship, protection, and control.

Owner's Name

Address

1. Richard McGehee

77 Mid Oaks Lane

2. Tamara McGehee

85 Mid Oaks Lane

3. Art Quinn

89 Mid Oaks Lane

4. Sara Quinn

89 Mid Oaks Lane

5. Tom Burrell

87 Mid Oaks Ln

6. Keegan Connor

91 Mid Oaks Ln

7. Rachel Brown

1705 Roselawn Ave W

8. Jimmy Brown

93 MID OAKS LANE

9. Melinda Enright

93 Mid Oak Lane

10. Howard

1706 Ryan Ave W

11. Marnie

1706 Ryan Ave W

12. _____

13. _____

14. _____

15. _____

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 4/21/2025

Item No.: 7.b.

Department Approval



City Manager Approval



Item Description: Receive Feedback on Commission Interview Process

Background

The city annually recruits and appoints people to fill commission vacancies, typically in the spring and fall. The City Council held a special meeting on February 19 and 20 to interview Commission applicants. This is an opportunity for council to share feedback on the process.

As part of the interview process, staff surveys applicants regarding their interview experience (see below). Although responses are often limited and not conducted as a scientific survey, comments have provided staff with suggestions on how to improve the process from an applicant perspective. Staff is providing council with some information that has been shared in these surveys as they discuss feedback related to the process.

Below is a table that shows the number of applicants for commission vacancies since 2023, as well as the number of respondents to the survey. Due to the small number of respondents, staff is sharing broad ideas that have been included in the applicant's responses rather than specific comments so as to not personally identify respondents. Some comments by applicants have suggested that the length of interviews is too short, some have expressed a desire for a "position description" with qualifications for commissioners, and there were requests for feedback on why they were not selected. Further below is a table that lists the average rating of the experience for the application process and interview process.

Commission Applicant Experience Survey	Spring 2023	Fall 2023	Spring 2024	Fall 2024	Spring 2025
Number of Respondents	9	2	2	4	9
Number of Applicants	21	8	12	11	28
Number of Vacancies	7	4	4	7	12

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Commission Survey Questions and Average Rating	Spring 2023	Spring 2024	Spring 2025
Overall, how would you rate your experience applying to serve on a commission?	4.6	5.0	4.8
How would you rate your experience in the commission interviews?	4.7	5.0	4.7

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Policy Objectives

The city’s Appointment and Reappointment policy outlines the notification and selection process for advisory commissions. The intent is to establish a fair and open notification and selection process that encourages all Roseville residents to apply for appointments. Racially and ethnically diverse policymakers and advisors are key to serving residents and other customers with excellence.

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Equity Impact Summary

The City’s policy for commission appointments is intended to ensure a broad and diverse applicant pool. The intention behind the policy supports the values of Community and Equity that council reaffirmed as part of the strategic plan. A strong focus is placed on working with commissioners and volunteers of all abilities and needs in order to create an inclusive and welcoming environment.

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Budget Implications

None.

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Staff Recommendations

Provide feedback related to the most recent commission interview recruitment and interview process.

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Requested Council Action

Provide feedback related to the most recent commission interview recruitment and interview process.

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56

Prepared by: Rachel Boggs, Volunteer Manager

Attachments: None

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ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 4/21/2025

Item No.: 7.c.

Department Approval



City Manager Approval



Item Description: Discuss Massage Therapy Establishment Cap and Therapist Criteria

Background

The City Council last discussed the regulation of massage therapists and massage therapy establishments in April 2023. At that time, the cap on the number of establishments, previously set at 24, was removed. The current number of licenses for massage establishments is 29 and breaks down as follows:

- 13 Establishments with employees
- 16 Sole proprietor establishments

Additionally, there are 2 chiropractic clinics operating massage services that are exempt from licensing under current city code. There are currently 91 licensed massage therapists in the city, not including those who operate as licensed sole proprietors. Attached is a list of establishments licensed in Roseville as well as information regarding the number of establishment licenses for other cities and their criteria for licensing therapists.

Staff is seeking Council direction on two issues.

- Whether to revisit the idea of capping the number of massage therapy establishment licenses.
- Whether to amend the ordinance related to accredited, licensed and registered schools.

This conversation is being prompted by the following concerns:

1. Human Trafficking Risks in the Industry

Human trafficking is a recognized issue in the massage therapy field. According to the Minnesota Department of Health and the Minnesota Human Trafficking Task Force, massage establishments are among the types of businesses that have been used to conceal trafficking operations. A 2020 Polaris Project report noted that illicit massage businesses as one of the top venues for sex trafficking in the United States, and Minnesota has not been immune to these concerns. The amount of resources, including staff time, that is spent researching and investigating schools, backgrounds, and connecting with various agencies in other jurisdictions continues to increase with each establishment that applies. The ability and capacity to adequately maintain due diligence to ensure no improper, illicit or illegal actions have occurred prior to issuing a license is becoming more and more complex as trafficking operations become more sophisticated. There is a level of risk to the city with each application for establishment and therapist. Additionally, once licenses have been granted, the burden is placed on ensuring compliance, and crimes are often hidden and difficult to prove. This reinforces the need to consider whether additional policy tools - such as limiting the number of establishments - could help mitigate risk and allow for more focused oversight.

2. Licensing Gaps and Oversight Issues:

Roseville's current ordinance outlines general requirements for massage therapist licensing but does not adequately account for the quality or status of the educational institutions issuing credentials. This creates several challenges.

Accreditation Gaps:

Some massage therapy schools that were once accredited have since closed or are no longer accredited institutions. Oftentimes therapists have a diploma from schools that were once accredited but are no longer accredited. The City's ordinance does not currently address how to handle applications from individuals who have previously attended such institutions. There is no one method or simple way to determine why the school is no longer accredited and, therefore, it is unclear if a diploma meets current accreditation standards for massage therapy.

Other Issues:

The State of Minnesota has multiple oversight methods for schools. Some schools are accredited and some schools (typically those that offer certificates rather than diplomas) are licensed and registered with the state. The City's ordinance does not currently address these differences.

Attached is a table summarizing licensing caps and inspection requirements from a sample of peer cities. Some cities continue to limit the number of establishments to better manage compliance and reduce potential public safety risks.

Policy Objectives

Among the City's Community Aspirations are to ensure that the community is safe and law-abiding. As mentioned above, criminal activity can occur at massage therapy establishments if proper regulations are not in place. The proposed changes to Chapter 309 will provide for stricter requirements for both massage therapy establishments and massage therapists that will limit the opportunity for criminal activities to occur. In the addition, the changes to Chapter 309 will limit the proliferation of massage therapy establishment and allow for better oversight of the establishments by licensing staff and the Police Department that will ensure that massage therapy establishments are law-abiding and safe.

Equity Impact Summary

According to the findings in '*Human Trafficking Task Force Report*'^[1], "Human trafficking is prevalent within the massage profession. Research shows that as many as 6,500 illicit (massage) businesses are active in the United States." The report further states that human trafficking is linked with fraud in massage therapist education and in the licensing pathways. Human trafficking in the massage profession is part of a much larger international problem that creates slavery, bondage, intimidation, violence and trauma. The Trafficking Victim Protection Act of 2004 found that traffickers primarily target women and girls, who are disproportionately affected by poverty, have limited access to education, suffer chronic unemployment, discrimination, and lack economic opportunities in their countries of origin. Traffickers lure women and girls into their networks through false promises of decent working conditions.

Budget Implications

None at this time.

Staff Recommendations

Staff is seeking Council's input on the following policy questions. If Council is interested in pursuing any of these changes, staff will bring back potential ordinance amendments for council consideration at a future meeting.

1. Is Council interested in considering a cap on the number of massage therapy establishment licenses?

- 89 2. Should licensing requirements for massage therapists be updated to reflect the State of
90 Minnesota's license and registration process, or is Council interested in only allowing accredited
91 institutions?
92 3. Should the ordinance be amended to address schools that are no longer accredited?

93
94
95 **Requested Council Action**

96 Provide direction on each of the following:

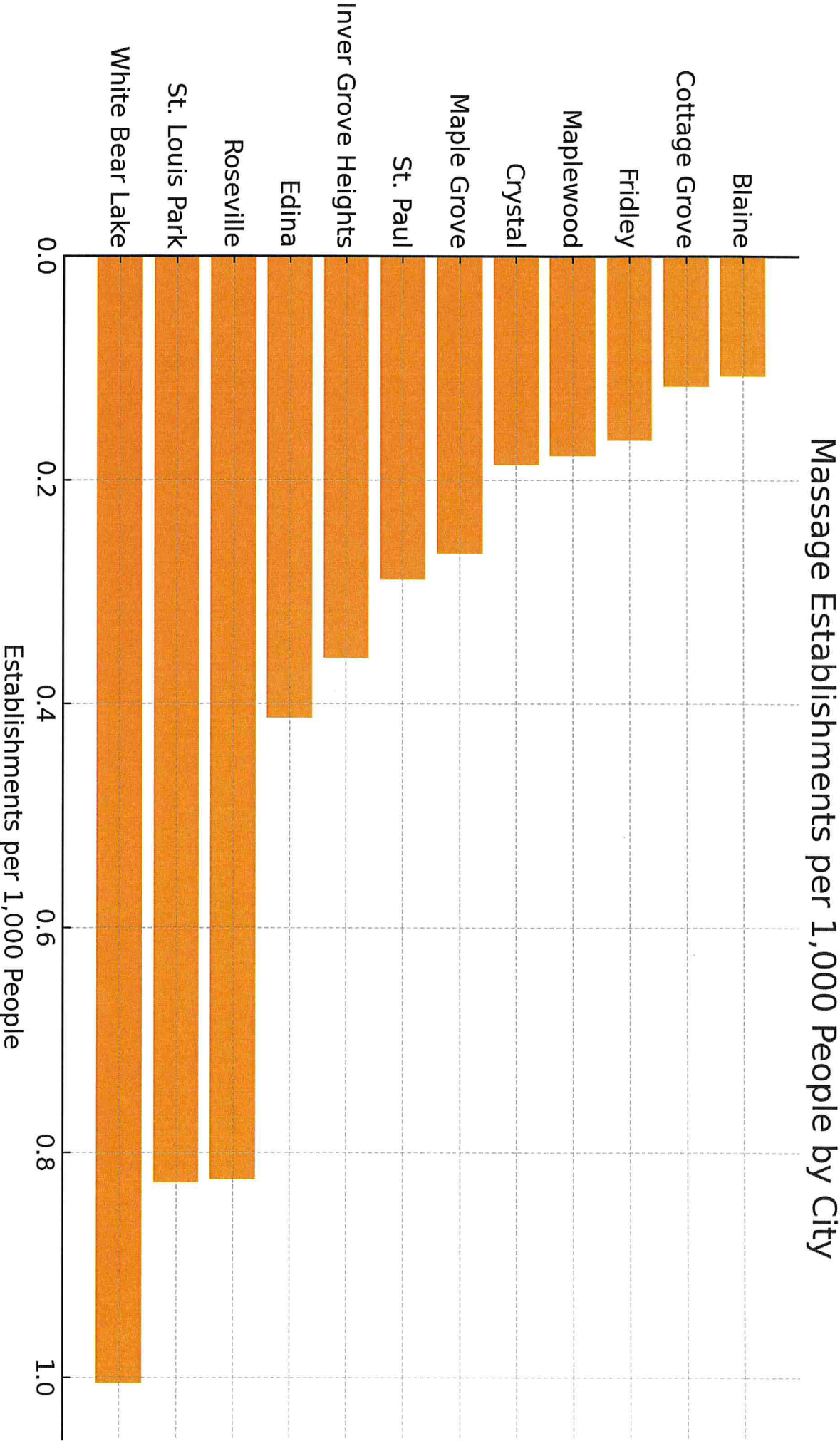
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99 2. Should licensing requirements for massage therapists be updated to reflect the State of
100 Minnesota's license and registration process, or is Council interested in only allowing accredited
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102 3. Should the ordinance be amended to address schools that are no longer accredited?

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105 **Prepared by:** Allie Sertich, Deputy City Clerk
Rebecca Olson, Assistant City Manager

Attachments: 1. List of Establishments 2025
2. Massage Therapy Establishment Comparisons 2025
3. 04212025 Item 7.c Massage Chart

AA Massage	696 County Road B West
Birch Tree Bodywork, LLC	2499 Rice St #71
Clarity Massage and Wellness	2353 Rice St #130
Elements Massage of Roseville	2100 Snelling Ave N Suite 66B
Emphasis Body & Skin LLC	3101 Old Highway 8, Suite 201
Footy Rooty Roseville	1607 County Rd C West
Grace Healed Me LLC	2353 Rice St #105
Healing Shores Reiki & Massage LLC	2332 Lexington Ave N
Healing Wings Massage & Energy Work LLC	2489 Rice St #100
Heartspark! Bodywork for the Mind and Spirit	2201 Lexington Ave N
Heaven Tree Massage	2353 Rice St. #130
Juut Salon and Spa	1641 County Rd C West
Massage by Craig	2310 County Road D West
Massage by Jennifer, LLC	2191 Snelling Ave N
Massage Xcape Inc	1767 Lexington Ave N
New Dragon Acupressure Massage	1595 Highway 36 W #360
Optimal Wellness Wave, LLC	2489 Rice St. #130
Oriental Lake Spa	2216 County Rd D West
Red Clover Clinic	2233 Hamline Ave N #433
Restora Massage #130	2353 Rice St
Restore by the River LLC dba Northern Lights Healing Arts LLC	2233 Hamline Ave N.#126
Robert Tessman	2201 Lexington Ave N #101
Steiner Naturopathy LLC	2353 Rice St #208
Sunshine Spa	1315 Larpenteur Ave W
Terrassage Bodyworks, Inc	1721 County Rd B2 W #106
Woodhouse Spa Rosedale	1595 Highway 36 W #945
Yun Wellness, LLC	1736 Lexington Ave N
Zen Asian Spa	2334 Lexington Ave N
Zen Healing	1789 Lexington Ave N

City	Population	Number of Establishments	Limit	Therapist Requirements		
Crystal	21,459	4	No	400 hours from an accredited school		
Cottage Grove	43,078	5	No	Must have graduated from an accredited school; and/or	Passed their MBLEX (Massage & Bodywork Licensing Examination) issued by the Federation of State Massage Therapy Boards (MN not a part of FSMTB)	
Fridley	30,349	5	No	150 hours of certified therapeutic massage training		
Maplewood	39,270	7	No	500 hours of certified theraputic massage training from and accredited program or institution	Must provide a certified copy of the transcript (preferably directly from the school to the City)	
Blaine	74,876	8	10	500 hours of certified theraputic massage training from and accredited program or institution OR a program or institution licensed by a state licensing board or agency	Must provide a certified copy of the transcript (directly from the school), if the issuing program or instution is no longer in existence, applicant can provide certified copy w/ affidavit stating authenticity	
Inver Grove Heights	36,210	13	No	Certified copy of transcript from an accredited instituion; and	Copy of diploma/certificate from the accredited institution showing completion of 500 hours of certified therapeutic massage training; or	Proof of passage of the national certification exam offered by the National Certification Board for Therapeutic Massage and Bodywork and minimum of 7 yrs of full time work in massage therapy
Maple Grove	71,618	19	No	500 hours of certified therapeutic massage training from a member school of the National Certification Boad for Therapeutic Massage and Bodywork or other organization of therapeutic		
Edina	53,342	22	No	Massage Business owners verify education status of therapists, not the city	Business license requires proof of \$10,000 capital investment	Also issues Massage Registrations for businesses wehre massage generates less than 25% gross revenue, cost broken down per therapist and establishment responsible for letting city know of staffing changes
White Bear Lake	22,889	23	No	Certification from National Certification Board for Therapeutic Massage and Bodywork; or	Membership with one of the following accredited professional associations: American Massage Therapy Association or Associated Bodywork and Massage Professionals; or	A certificate of graduation from an institution which is either registered with the MN Higher Educaiton Office or accredited by a federally recognized agency
Roseville	35,196	29	No	Diploma or certificate from an accredited institution; and	600 hours massage therapy coursework as shown on an official transcript	
St. Louis Park	49,587	41	No	Diploma/Certificate from school approved by American Massage Therapist Association or similar reputable massage association; or	Diploma/Certificate from accredited institution OR licensed by the state or local government with jurisdiction over school; or	Certificate from National Certification Board of Therapueutic Massage and Bodywork (an affiliate of the American Massage Therapy Association)
St. Paul	301,380	87	No	Successful completion of the National Certification Examinations in Therapeutic Massage and bodywork; or	Transcript from an accredited or licensed institution with 500 hours	



ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 4/21/2025

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	\$917,293.88
112395 – 112431	\$552,343.52
Total	\$1,469,637.40

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

31 Staff recommends approval of all payment of claims.

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34 **Requested Council Action**

35 Motion to approve the payment of claims as submitted.

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Prepared by: Phil Weix - Accounting Manager

Attachments: 1. Checks for Approval

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INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 01-00 CITY COUNCIL					
100-01-00-430000	Professional Services	MICHAEL MURRAY PHOTOGRAPHY	COUNCIL PHOTOS	460.00	112416
100-01-00-448000	Miscellaneous	AE Sign Systems, Inc.	BAUER EDA SIGN	42.11	112409
100-01-00-448000	Miscellaneous	Innovative Office Solution	FEB OFFICE SUPPLIES	63.28	3773
Total Department 01-00 CITY COUNCIL				565.39	
Department: 02-00 ADMINISTRATION					
100-02-00-420000	Office Supplies	Innovative Office Solution	FEB OFFICE SUPPLIES	161.47	3773
100-02-00-430000	Professional Services	Alerus Financial NA	COBRA FEB 25 SERVICE FEE PAID MAR 25	207.00	112425
100-02-00-439000	CONTRACT MAINTENANCE	NFP Insurance Services, In	BSWIFT AND ACA FEE	729.85	112421
100-02-00-442000	Memberships & Subscription	Roseville Rotary	ROSEVILLE ROTARY QUARTERLY DUES	415.00	112400
Total Department 02-00 ADMINISTRATION				1,513.32	
Department: 04-00 FINANCE					
100-04-00-420000	Office Supplies	Greenhaven Printing	BUSINESS CARDS	108.48	3774
100-04-00-420000	Office Supplies	Innovative Office Solution	FEB OFFICE SUPPLIES	62.82	3773
Total Department 04-00 FINANCE				171.30	
Department: 08-00 CENTRAL SERVICES					
100-08-00-424000	Operating Supplies	ARAMARK REFRESHMENT	SERVIC COFFEE/FILTERS	204.70	112402
100-08-00-424000	Operating Supplies	ARAMARK REFRESHMENT	SERVIC COFFEE	468.38	112402
Total Department 08-00 CENTRAL SERVICES				673.08	
Department: 10-00 POLICE DEPARTMENT					
100-10-00-420000	Office Supplies	Greenhaven Printing	BUSINESS CARDS - WIETHORN, CRAIG, VER	217.29	3774
100-10-00-420000	Office Supplies	Innovative Office Solution	FEB OFFICE SUPPLIES	273.28	3773
Total Department 10-00 POLICE DEPARTMENT				490.57	
Department: 13-00 FIRE DEPARTMENT					
100-13-00-423000	Vehicle Supplies & Mainten	MIDWAY FORD CO.	M610 STEERING WHEEL	566.02	112399
100-13-00-424000	Operating Supplies	GRAINGER	PLUG PUTTY	79.35	112397
100-13-00-439000	CONTRACT MAINTENANCE	UHL Company	ISSUE WITH ERU	749.00	112410
Total Department 13-00 FIRE DEPARTMENT				1,394.37	
Department: 13-18 EMERGENCY SERVICES					
100-13-18-441000	Training	IMAGE TREND INC.	VECTOR DISTRIBUTION	3,745.00	112401
Total Department 13-18 EMERGENCY SERVICES				3,745.00	
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
100-20-20-420000	Office Supplies	CES Imaging	MONTHLY FEE	40.00	112414
100-20-20-430000	Professional Services	On-Site Medical Services,	HEARING TESTING- AUDIOMETRIC EXAMINAT	148.15	112419
Total Department 20-20 PUBLIC WORKS ADMINISTRATION				188.15	
Department: 20-21 STREET DEPARTMENT					
100-20-21-424000	Operating Supplies	Precise MRM, LLC	FEB. GPS DATA PLAN	736.00	3780
100-20-21-430000	Professional Services	On-Site Medical Services,	HEARING TESTING- AUDIOMETRIC EXAMINAT	134.82	112419
100-20-21-439000	CONTRACT MAINTENANCE	PRECISION LANDSCAPE & TREE	TREE REMOVAL - FERNWOOD AND ROSELAWN	728.50	112403
100-20-21-439000	CONTRACT MAINTENANCE	PRECISION LANDSCAPE & TREE	MISC TREE WORK - OAKCREST AVE, CITY H	442.00	112403
Total Department 20-21 STREET DEPARTMENT				2,041.32	
Department: 20-30 VEHICLE MAINTENANCE					
100-20-30-422000	Clothing	Cintas Corporation	UNIFORM	45.14	112412
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	ULTRASTAT, IGNITION COIL	78.86	3761
100-20-30-423000	Vehicle Supplies & Mainten	Jeff Belzers Roseville Chr	SHIELD SEAL	88.50	112422
100-20-30-423000	Vehicle Supplies & Mainten	Jeff Belzers Roseville Chr	EGR VALVE	208.50	112422

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	MacQueen Equipment	SPROCKET, CHAIN COVER, MIRRORS	744.86	3765
100-20-30-423000	Vehicle Supplies & Mainten	MCMaster-CARR	COUPLINGS AND ADAPTERS	338.92	112398
100-20-30-423000	Vehicle Supplies & Mainten	MCMaster-CARR	BRUSH WITH SHANK	31.21	112398
100-20-30-423000	Vehicle Supplies & Mainten	MCMaster-CARR	SEALING WASHERS	33.82	112398
100-20-30-423000	Vehicle Supplies & Mainten	Napa Auto Parts	LAMP, MOUNT KIT, GEAR OIL	108.95	3763
100-20-30-423000	Vehicle Supplies & Mainten	Schelen Gray Auto Electric	DENSO 12V STARTER	398.00	112418
100-20-30-430000	Professional Services	On-Site Medical Services,	HEARING TESTING- AUDIOMETRIC EXAMINAT	59.26	112419
100-20-30-437000	Contract Maint. - Vehicles	Jeff Belzers Roseville Chr	REPLACE WHEEL ON SQUAD	892.42	112422
Total Department 20-30 VEHICLE MAINTENANCE				3,028.44	
Department: 23-00 BUILDING MAINTENANCE					
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Adam's Pest Control Inc	PEST CONTROL CH	157.08	3775
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Huebsch, Inc.	MAT BRUSH BLACK SSNL CH	122.22	112420
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Huebsch, Inc.	MAT BRUSH BLACK SSNL	311.02	112420
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Huebsch, Inc.	MAT BRUSH BLACK SSNL PD	311.02	112420
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Huebsch, Inc.	MAT BRUSH BLACK SSNL	122.22	112420
100-23-00-439003	Contract Maint.- City Gara	Adam's Pest Control Inc	PEST CONTROL PW	157.08	3775
100-23-00-439003	Contract Maint.- City Gara	Huebsch, Inc.	MAT BRUSH BLACK SSNL	115.23	112420
100-23-00-439003	Contract Maint.- City Gara	Huebsch, Inc.	MAT BRUSH BLACK SSNL	115.23	112420
100-23-00-439010	Contract Maniit. - HVAC	Yale Mechanical	2/12 INSTALL A BOILER BACNET INTERFAC	5,530.00	3779
100-23-00-439010	Contract Maniit. - HVAC	Yale Mechanical	1/28 CANNOT LOGIN TO COMPASS SOFTWARE	952.00	3779
Total Department 23-00 BUILDING MAINTENANCE				7,893.10	
Total Fund 100 General Fund				21,704.04	
Fund: 103 Contracted Engineering Svcs					
Department: 00-00 GENERAL					
103-00-00-230150	Cell Tower Escrow	Short Elliott Hendrickson,	CIVIC CENTER TMOBILE	1,031.65	3771
Total Department 00-00 GENERAL				1,031.65	
Total Fund 103 Contracted Engineering Svcs				1,031.65	
Fund: 200 Recreation Fund					
Department: 40-40 RECREATION ADMINISTRATION					
200-40-40-420000	Office Supplies	Greenhaven Printing	BUSINESS CARDS	108.48	3774
Total Department 40-40 RECREATION ADMINISTRATION				108.48	
Department: 40-41 RECREATION FEE PROGRAMS					
200-40-41-424000-PR0241	Operating Supplies	Elizabeth Leverty	RECITAL COSTUME-DECORATIONS	20.28	3783
200-40-41-424000-PR0242	Operating Supplies	Elizabeth Leverty	DANCE SUPPLIES	16.26	3783
200-40-41-430000-PR0202	Professional Services	Willie McCray	ADULT SPRING MEN'S BASKETBALL REFEREE	948.00	3781
200-40-41-430000-PR0220	Professional Services	Metro Volleyball Officials	ADULT VOLLEYBALL REFEREE PAYMENT	4,658.00	3766
200-40-41-430000-PR0253	Professional Services	The Cleaning Authority, In	PARK BUILDING CLEANING SERVICES	4,049.43	112417
200-40-41-430000-PR0270	Professional Services	Atsuko Johnson	HULA MARCH PAYMENT	77.00	3782
Total Department 40-41 RECREATION FEE PROGRAMS				9,768.97	
Department: 40-53 SKATING CENTER					
200-40-53-424000	Operating Supplies	Becker Arena Products, Inc	SKATE RACK SYSTEM	5,761.39	3759
200-40-53-424000	Operating Supplies	Becker Arena Products, Inc	RENTAL SKATES	4,998.00	3759
200-40-53-424000	Operating Supplies	Hose/Conveyors Inc	SHEET RUBBER	259.63	3778
200-40-53-424000	Operating Supplies	SHERWIN-WILLIAMS COMPANY	PAINT	752.81	112408
200-40-53-424000	Operating Supplies	Voss Lighting	LIGHTS	210.52	3769
200-40-53-430000	Professional Services	On-Site Medical Services,	HEARING TESTING- AUDIOMETRIC EXAMINAT	29.63	112419
Total Department 40-53 SKATING CENTER				12,011.98	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 200 Recreation Fund					
Total Fund 200 Recreation Fund				21,889.43	
Fund: 204 PARK MAINTENANCE					
Department: 40-43 RECREATION MAINTENANCE					
204-40-43-422000	Clothing	Cintas Corporation	CLASSIC COVERALL / NAVY	2.80	112412
204-40-43-422000	Clothing	Cintas Corporation	CLASSIC COVERALL / NAVY	2.80	112412
204-40-43-422000	Clothing	Cintas Corporation	CLASSIC COVERALL / NAVY	2.80	112412
204-40-43-423000	Vehicle Supplies & Mainten	Powerplan BF	CHUTE DISCHARGE, DISCHARGE DOOR, DEFL	2,233.03	112413
204-40-43-430000	Professional Services	Gilbert Mechanical Contrac	ANNUAL FIRE SPRINKLER SYSTEM INSPECTI	520.00	112407
204-40-43-430000	Professional Services	Mn Dept of Labor & Industr	ELEVATOR ANNUAL OPER	100.00	112404
204-40-43-430000	Professional Services	On-Site Medical Services,	HEARING TESTING- AUDIOMETRIC EXAMINAT	207.41	112419
204-40-43-430000	Professional Services	Yale Mechanical	LABOR AND MATERIALS TO FIX BULGING WA	1,943.18	3779
204-40-43-430000	Professional Services	Yale Mechanical	ADDITIONAL PARTS AND LABOR FOR WO Y-2	2,132.07	3779
204-40-43-430000-PR0400	Professional Services	PRECISION LANDSCAPE & TREE	LANGTON LAKE BALL FIELD OAK PRUNING	3,600.00	112403
204-40-43-430000-PR0400	Professional Services	PRECISION LANDSCAPE & TREE	MISC TREE WORK - OAKCREST AVE, CITY H	325.00	112403
Total Department 40-43 RECREATION MAINTENANCE				11,069.09	
Total Fund 204 PARK MAINTENANCE				11,069.09	
Fund: 260 Community Development					
Department: 00-00 GENERAL					
260-00-00-230135	Tree/Landscape Replac Escr	JOHN MATTSON	REFUND LANDSCAPE ESCROW DEPOSIT 1917	5,000.00	112427
Total Department 00-00 GENERAL				5,000.00	
Department: 56-17 BUILDING PERMITS & INSPECTIONS					
260-56-17-420000	Office Supplies	Innovative Office Solution	FEB OFFICE SUPPLIES	34.30	3773
260-56-17-430000	Professional Services	On-Site Medical Services,	HEARING TESTING- AUDIOMETRIC EXAMINAT	118.52	112419
260-56-17-430007	Electrical Inspections	Stephen Tokle Inspections,	MARCH 2025 ELECTRICAL INSPECTOR FEES	9,115.88	3784
Total Department 56-17 BUILDING PERMITS & INSPECTIONS				9,268.70	
Department: 56-57 PLANNING DEPARTMENT					
260-56-57-430000	Professional Services	Ramsey County Recorder/Reg	PLANNING RECORDING FEES	46.00	112395
Total Department 56-57 PLANNING DEPARTMENT				46.00	
Total Fund 260 Community Development				14,314.70	
Fund: 265 License Center					
Department: 05-00 DEPUTY REGISTER					
265-05-00-420000	Office Supplies	Innovative Office Solution	FEB OFFICE SUPPLIES	176.44	3773
265-05-00-424000	Operating Supplies	Innovative Office Solution	FEB OFFICE SUPPLIES	479.80	3773
265-05-00-430000	Professional Services	Huebsch, Inc.	MAT BRUSH BLACK SSNL	317.73	112420
265-05-00-430000	Professional Services	Huebsch, Inc.	MAT BRUSH BLACK SSNL	317.73	112420
Total Department 05-00 DEPUTY REGISTER				1,291.70	
Total Fund 265 License Center				1,291.70	
Fund: 271 Special "10" Fund					
Department: 67-00 CHARITABLE GAMBLING					
271-67-00-430000	Professional Services	Roseville Community Founda	LAWFUL GAMBLING PROCEEDS Q1 - 2025	14,797.10	3776
Total Department 67-00 CHARITABLE GAMBLING				14,797.10	
Total Fund 271 Special "10" Fund				14,797.10	
Fund: 294 Police - DWI Enforcement					
Department: 10-00 POLICE DEPARTMENT					
294-10-00-424000	Operating Supplies	Intoximeters, Inc.	ALCOHOL INTOXIMETER MOUTHPIECES	2,660.00	3764

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 294 Police - DWI Enforcement					
Department: 10-00 POLICE DEPARTMENT					
			Total Department 10-00 POLICE DEPARTMENT	2,660.00	
			Total Fund 294 Police - DWI Enforcement	2,660.00	
Fund: 400 Equipment Revolving					
Department: 10-00 POLICE DEPARTMENT					
400-10-00-452000	Vehicles / Equipment	MIDWAY FORD CO.	2025 FORD EXPLORER UT	43,468.95	112431
400-10-00-452000	Vehicles / Equipment	MIDWAY FORD CO.	2025 FORD EXPLORER UT	1,595.00	112431
			Total Department 10-00 POLICE DEPARTMENT	45,063.95	
			Total Fund 400 Equipment Revolving	45,063.95	
Fund: 401 Fire Equipment					
Department: 13-00 FIRE DEPARTMENT					
401-13-00-453000	Other Improvements	MES SERVICE COMPANY LLC	GEAR	2,122.92	3777
401-13-00-453000	Other Improvements	MES SERVICE COMPANY LLC	GEAR	1,527.53	3777
401-13-00-453000	Other Improvements	MES SERVICE COMPANY LLC	GEAR	6,368.76	3777
401-13-00-453000	Other Improvements	MES SERVICE COMPANY LLC	GEAR	4,582.59	3777
401-13-00-453000	Other Improvements	MES SERVICE COMPANY LLC	GEAR	169.00	3777
401-13-00-453000	Other Improvements	MES SERVICE COMPANY LLC	GEAR	66.68	3777
			Total Department 13-00 FIRE DEPARTMENT	14,837.48	
			Total Fund 401 Fire Equipment	14,837.48	
Fund: 408 Pathway Maintenance Fund					
Department: 64-72 IMPROVEMENTS-PATHWAYS					
408-64-72-453000-PW2404	Other Improvements	GMH ASPHALT CORPORATION	COUNTY ROAD B RECONSTRUCTION	0.00	112426
			Total Department 64-72 IMPROVEMENTS-PATHWAYS	0.00	
			Total Fund 408 Pathway Maintenance Fund	0.00	
Fund: 590 Special Assmt. Construction					
Department: 20-23 STREET CONSTRUCTION					
590-20-23-453000-PW2404	Cty Rd B Recon & 2024 PMP	GMH ASPHALT CORPORATION	COUNTY ROAD B RECONSTRUCTION	12,414.53	112426
			Total Department 20-23 STREET CONSTRUCTION	12,414.53	
			Total Fund 590 Special Assmt. Construction	12,414.53	
Fund: 600 Sanitary Sewer					
Department: 00-00 GENERAL					
600-00-00-202000	Accounts Payable	EUGENE PEARSON	UB refund for account: 005836-000	1.98	112430
600-00-00-202000	Accounts Payable	JEFF KOSLOSKI	UB refund for account: 026090-000	11.97	112429
600-00-00-202000	Accounts Payable	JEFF KOSLOSKI	UB refund for account: 026090-000	57.43	112429
600-00-00-202000	Accounts Payable	SUPER INVESTMENTS LLC	UB refund for account: 026575-000	0.09	112428
600-00-00-202000	Accounts Payable	SUPER INVESTMENTS LLC	UB refund for account: 026575-000	0.92	112428
			Total Department 00-00 GENERAL	72.39	
Department: 50-00 SANITARY SEWER					
600-50-00-390100	Sale of Property	Flexible Pipe Tools & Equi	2025 900 ECO SEWER EQUIPMENT COMBINAT	(181,686.57)	3762
600-50-00-424000	Operating Supplies	Anchor Scientific, Inc.	MODEL GW50NO ECO-FLOAT WIRE MOUNT	513.06	112424
600-50-00-445000	Metro Waste Control Board	Metropolitan Council	WASTE WATER SERVICES	307,853.32	3767
600-50-00-448600	Credit Card Fees	INVOICE CLOUD	MARCH INVOICE AND CC PROCESSING FEES	4,367.77	3785
600-50-00-452000	Vehicles / Equipment	Flexible Pipe Tools & Equi	2025 900 ECO SEWER EQUIPMENT COMBINAT	456,219.00	3762
600-50-00-452000	Vehicles / Equipment	Flexible Pipe Tools & Equi	2025 900 ECO SEWER EQUIPMENT COMBINAT	156,809.00	3762
600-50-00-452000	Vehicles / Equipment	Flexible Pipe Tools & Equi	2025 900 ECO SEWER EQUIPMENT COMBINAT	2,875.00	3762

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					
600-50-00-452000	Vehicles / Equipment	Flexible Pipe Tools & Equi	2025 900 ECO SEWER EQUIPMENT COMBINAT	660.12	3762
600-50-00-453000-PW2302	Other Improvements	Bolton & Menk, Inc.	DALE/OWASSO LFT STATION	2,110.50	112405
600-50-00-453000-PW2404	Other Improvements	GMH ASPHALT CORPORATION	COUNTY ROAD B RECONSTRUCTION	0.00	112426
Total Department 50-00 SANITARY SEWER				749,721.20	
Total Fund 600 Sanitary Sewer				749,793.59	
Fund: 610 Water Fund					
Department: 00-00 GENERAL					
610-00-00-202000	Accounts Payable	EUGENE PEARSON	UB refund for account: 005836-000	2.96	112430
610-00-00-202000	Accounts Payable	JEFF KOSLOSKI	UB refund for account: 026090-000	3.18	112429
610-00-00-202000	Accounts Payable	JEFF KOSLOSKI	UB refund for account: 026090-000	58.35	112429
610-00-00-202000	Accounts Payable	SUPER INVESTMENTS LLC	UB refund for account: 026575-000	0.05	112428
610-00-00-202000	Accounts Payable	SUPER INVESTMENTS LLC	UB refund for account: 026575-000	0.94	112428
610-00-00-208100	State Surcharge-Water	MN Dept of Health-Drinking	SERVICE CONNECTIONS	25,313.31	112396
Total Department 00-00 GENERAL				25,378.79	
Department: 51-00 WATER FUND					
610-51-00-430000	Professional Services	Water Conservation Service	WATER LEAK LOCATE 2997 ARONA STREET/1	796.00	112411
610-51-00-444000	St.Paul Water	St. Paul Regional Water Se	MONTHLY WATER BILL	435,576.01	112406
610-51-00-453000-PW2404	CTY RD B RECON & 2024 PMP	GMH ASPHALT CORPORATION	COUNTY ROAD B RECONSTRUCTION	0.00	112426
610-51-00-453006-PW2601	Water Meters	Short Elliott Hendrickson,	WATER PIT AND METER REPLACEMENTS	9,197.58	3770
Total Department 51-00 WATER FUND				445,569.59	
Total Fund 610 Water Fund				470,948.38	
Fund: 620 Golf Course					
Department: 52-51 CEDARHOLM GOLF COURSE					
620-52-51-423000	Vehicle Supplies & Mainten	MTI Distributing, Inc.	VARIOUS PARTS/SUPPLIES	233.97	3768
620-52-51-424000	Operating Supplies	Mn Dept of Health-Environm	FOOD LICENSE RENEWAL FOR SEAN MCDONAG	35.00	112415
620-52-51-430000	Professional Services	On-Site Medical Services,	HEARING TESTING- AUDIOMETRIC EXAMINAT	29.63	112419
Total Department 52-51 CEDARHOLM GOLF COURSE				298.60	
Total Fund 620 Golf Course				298.60	
Fund: 640 Storm Drainage					
Department: 00-00 GENERAL					
640-00-00-202000	Accounts Payable	JEFF KOSLOSKI	UB refund for account: 026090-000	34.27	112429
640-00-00-202000	Accounts Payable	SUPER INVESTMENTS LLC	UB refund for account: 026575-000	0.55	112428
Total Department 00-00 GENERAL				34.82	
Department: 54-00 STORM WATER					
640-54-00-424000	Operating Supplies	White Cap, LP	REPAIR MORTAR	210.77	112423
640-54-00-424000	Operating Supplies	White Cap, LP	WATER BRUSH/ 5 GAL BUCKETS	37.39	112423
640-54-00-430000	Professional Services	On-Site Medical Services,	HEARING TESTING- AUDIOMETRIC EXAMINAT	72.58	112419
640-54-00-453000-PW2404	Cty Rd B Recon & 2024 PMP	GMH ASPHALT CORPORATION	COUNTY ROAD B RECONSTRUCTION	0.00	112426
Total Department 54-00 STORM WATER				320.74	
Total Fund 640 Storm Drainage				355.56	
Fund: 650 ENVIRONMENTAL					
Department: 00-00 GENERAL					
650-00-00-202000	Accounts Payable	JEFF KOSLOSKI	UB refund for account: 026090-000	19.51	112429
650-00-00-202000	Accounts Payable	SUPER INVESTMENTS LLC	UB refund for account: 026575-000	0.31	112428
Total Department 00-00 GENERAL				19.82	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 650 ENVIRONMENTAL					
Department: 65-00 SOLID WASTE RECYCLE					
650-65-00-430000	Professional Services	Eureka Recycling	RECYCLING SERVICE THRU MARCH	74,941.69	3772
			Total Department 65-00 SOLID WASTE RECYCLE	74,941.69	
			Total Fund 650 ENVIRONMENTAL	74,961.51	
Fund: 710 Risk Management					
Department: 00-00 GENERAL					
710-00-00-210503	DENTAL	Delta Dental Plan of Minne	DENTAL CLAIMS MAR 25	10,180.41	3760
710-00-00-210503	DENTAL	Delta Dental Plan of Minne	DENTAL ADMIN FEE MAR 25	1,985.18	3760
			Total Department 00-00 GENERAL	12,165.59	
			Total Fund 710 Risk Management	12,165.59	
Fund: 725 EDA Operating Fund					
Department: 57-00 EDA - GENERAL					
725-57-00-420000	Office Supplies	Innovative Office Solution	FEB OFFICE SUPPLIES	40.50	3773
			Total Department 57-00 EDA - GENERAL	40.50	
			Total Fund 725 EDA Operating Fund	40.50	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY GL DISTRIBUTION ---					
		100-01-00-430000	Professional Services	460.00	
		100-01-00-448000	Miscellaneous	105.39	
		100-02-00-420000	Office Supplies	161.47	
		100-02-00-430000	Professional Services	207.00	
		100-02-00-439000	CONTRACT MAINTENANCE	729.85	
		100-02-00-442000	Memberships & Subscriptions	415.00	
		100-04-00-420000	Office Supplies	171.30	
		100-08-00-424000	Operating Supplies	673.08	
		100-10-00-420000	Office Supplies	490.57	
		100-13-00-423000	Vehicle Supplies & Maintenance	566.02	
		100-13-00-424000	Operating Supplies	79.35	
		100-13-00-439000	CONTRACT MAINTENANCE	749.00	
		100-13-18-441000	Training	3,745.00	
		100-20-20-420000	Office Supplies	40.00	
		100-20-20-430000	Professional Services	148.15	
		100-20-21-424000	Operating Supplies	736.00	
		100-20-21-430000	Professional Services	134.82	
		100-20-21-439000	CONTRACT MAINTENANCE	1,170.50	
		100-20-30-422000	Clothing	45.14	
		100-20-30-423000	Vehicle Supplies & Maintenance	2,031.62	
		100-20-30-430000	Professional Services	59.26	
		100-20-30-437000	Contract Maint. - Vehicles	892.42	
		100-23-00-439001	CONTRACT MAINTENANCE - CITY HALL	1,023.56	
		100-23-00-439003	Contract Maint.- City Garage	387.54	
		100-23-00-439010	Contract Maint. - HVAC	6,482.00	
		103-00-00-230150	Cell Tower Escrow	1,031.65	
		200-40-40-420000	Office Supplies	108.48	
		200-40-41-424000-PR0241	Operating Supplies	20.28	
		200-40-41-424000-PR0242	Operating Supplies	16.26	
		200-40-41-430000-PR0202	Professional Services	948.00	
		200-40-41-430000-PR0220	Professional Services	4,658.00	
		200-40-41-430000-PR0253	Professional Services	4,049.43	
		200-40-41-430000-PR0270	Professional Services	77.00	
		200-40-53-424000	Operating Supplies	11,982.35	
		200-40-53-430000	Professional Services	29.63	
		204-40-43-422000	Clothing	8.40	
		204-40-43-423000	Vehicle Supplies & Maintenance	2,233.03	
		204-40-43-430000	Professional Services	4,902.66	
		204-40-43-430000-PR0400	Professional Services	3,925.00	
		260-00-00-230135	Tree/Landscape Replac Escrow	5,000.00	
		260-56-17-420000	Office Supplies	34.30	
		260-56-17-430000	Professional Services	118.52	
		260-56-17-430007	Electrical Inspections	9,115.88	
		260-56-57-430000	Professional Services	46.00	
		265-05-00-420000	Office Supplies	176.44	
		265-05-00-424000	Operating Supplies	479.80	
		265-05-00-430000	Professional Services	635.46	
		271-67-00-430000	Professional Services	14,797.10	
		294-10-00-424000	Operating Supplies	2,660.00	
		400-10-00-452000	vehicles / Equipment	45,063.95	
		401-13-00-453000	Other Improvements	14,837.48	
		408-64-72-453000-PW2404	Other Improvements	0.00	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		590-20-23-453000-PW2404	Cty Rd B Recon & 2024 PMP	12,414.53	
		600-00-00-202000	Accounts Payable	72.39	
		600-50-00-390100	Sale of Property	(181,686.57)	
		600-50-00-424000	Operating Supplies	513.06	
		600-50-00-445000	Metro Waste Control Board	307,853.32	
		600-50-00-448600	Credit Card Fees	4,367.77	
		600-50-00-452000	Vehicles / Equipment	616,563.12	
		600-50-00-453000-PW2302	Other Improvements	2,110.50	
		600-50-00-453000-PW2404	Other Improvements	0.00	
		610-00-00-202000	Accounts Payable	65.48	
		610-00-00-208100	State Surcharge-Water	25,313.31	
		610-51-00-430000	Professional Services	796.00	
		610-51-00-444000	St.Paul Water	435,576.01	
		610-51-00-453000-PW2404	CTY RD B RECON & 2024 PMP	0.00	
		610-51-00-453006-PW2601	Water Meters	9,197.58	
		620-52-51-423000	Vehicle Supplies & Maintenance	233.97	
		620-52-51-424000	Operating Supplies	35.00	
		620-52-51-430000	Professional Services	29.63	
		640-00-00-202000	Accounts Payable	34.82	
		640-54-00-424000	Operating Supplies	248.16	
		640-54-00-430000	Professional Services	72.58	
		640-54-00-453000-PW2404	Cty Rd B Recon & 2024 PMP	0.00	
		650-00-00-202000	Accounts Payable	19.82	
		650-65-00-430000	Professional Services	74,941.69	
		710-00-00-210503	DENTAL	12,165.59	
		725-57-00-420000	Office Supplies	40.50	
--- TOTALS BY FUND ---					
	100	General Fund		21,704.04	
	103	Contracted Engineering Svcs		1,031.65	
	200	Recreation Fund		21,889.43	
	204	PARK MAINTENANCE		11,069.09	
	260	Community Development		14,314.70	
	265	License Center		1,291.70	
	271	Special "10" Fund		14,797.10	
	294	Police - DWI Enforcement		2,660.00	
	400	Equipment Revolving		45,063.95	
	401	Fire Equipment		14,837.48	
	408	Pathway Maintenance Fund		0.00	
	590	Special Assmt. Construction		12,414.53	
	600	Sanitary Sewer		749,793.59	
	610	Water Fund		470,948.38	
	620	Golf Course		298.60	
	640	Storm Drainage		355.56	
	650	ENVIRONMENTAL		74,961.51	
	710	Risk Management		12,165.59	
	725	EDA Operating Fund		40.50	
	Total For All Funds:			<u>1,469,637.40</u>	

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 4/21/2025

Item No.: 10.b.

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
Community Development	Boyer Ford Trucks, Inc.	2025 Ford F-150 Lightning 4x4	(a)	\$ 45,000	\$ 44,949	2025 CIP
Streetscape	Sandstrom Land Management, LLC	Mowing, weeding and debris cleanup of street ROW	(b)	\$ 81,843	\$ 45,000	2025 Budget

Key

- (a) Staff is requesting approval to purchase the following vehicle, which is scheduled for replacement in 2025 per Community Development's Capital Improvement Plan. Community Development generally budgets for vehicle replacements every 10 years. This vehicle is used by the Assistant Building Official.

- (b) Public Works requesting approval for entering into a contract with Sandstrom Land Management LLC for mowing, weeding, and cleaning up debris of miscellaneous street right-of-ways. Utilizing this contract maintenance allows street maintenance to concentrate on other maintenance areas requiring attention. 2025 is the second year of the three year contract with Sandstrom Land Management LLC.

Sale of Surplus Vehicles or Equipment

Division	Description	Est. Sale / Trade-In Amount
Sewer	2015 Vactor 2100	\$ 168,000

2025 Capital Improvement Plan

Project/Initiative Summary

Department/Division:	Community Development
Project/Initiative Title:	Inspection Vehicle
Total Estimated Cost:	\$45,000
Funding Source:	Community Development Fund (<i>fees</i>)
Annual Operating Budget Impact:	N/A

Project/Initiative Description:

Community Development budgets vehicle replacements for every ten years. Actual replacement depends on the vehicle's age, mileage, overall condition, and potential re-sale value. For 2025, a 2014 Ford F-150 is scheduled for replacement. The cost for replacement assumes the purchase of a hybrid or fully electric vehicle depending on cost and availability. This vehicle is primarily used by a Building Inspector in charge of residential permits.

Location:

N/A

REQUEST FOR COUNCIL ACTION

Date: 4/21/2025

Item No.: 10.c.

Department Approval

City Manager Approval



Item Description: Receive City Grant Applications Update

Background

In May, 2009, Resolution #10711 authorizing the City Manager to execute certain grant applications on behalf of the City and to report any applications to the City Council was adopted. The City has applied for several grants in the past several months.

Grant dollars awarded (not including city contribution) in 2025 have so far totaled \$659,975.00

Grant dollars awarded (not including city contribution) in 2024 totaled \$1,790,867.68

Policy Objectives

To notify the Council of grant applications that the City has applied for in recent months.

Equity Impact Summary

City grants allow the city to expand resources to address targeted needs throughout the city. From sustainability efforts to a dedicated Housing Navigator to provide a continuum of care for a growing homeless population, to addressing public safety for vulnerable populations involved in sex trafficking, city grant programs better position city resources to directly serve stakeholders of the greatest need.

Budget Implications

Receiving grants helps to offset or completely cover the costs of delivering programming and services.

Staff Recommendations

Receive the report.

Requested Council Action

Receive the report.

Prepared by: Allie Sertich, Deputy City Clerk

Attachments:

1. Grant Report 2025
2. Grant Report 2024
3. Resolution 10711

New Information		Total amount awarded	\$659,975.00
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	A	B	C	D	E	F	G	H
1	2024							
2	Organization/Agency	Purpose	Date of Application	Department	City Requirement	Amount Requested	Amount Awarded	Total Amount of Project
3	Ramsey-Washington Metro Watershed District	Street Sweeping Grant	2/1/2024	PW	\$0	\$3,000	\$3,000	\$3,000
4	Ramsey County	SCORE- Recycling Funds	10/26/2023	PW	\$0	\$89,291	\$89,291	\$1,027,420
5	Ramsey County Comm Dev	Marion Street Pathway Construction	3/10/2022	PW	Staff time for construction admin	\$292,400	\$292,400	\$292,400
6	Ramsey County Comm Dev	CR B - Snelling Pedestrian Study	9/28/2022	PW	\$20,000	\$50,000.00	\$25,000.00	\$70,000.00
7	Metropolitan Council	2023 Water Efficiency Grant Amendment	9/8/2023	PW	\$2,000	\$8,000.00	\$8,000.00	\$10,000.00
8	Metropolitan Council	2024-2026 Water Efficiency Grant	3/1/2024	PW	20%	\$32,000.00	\$27,500.00	\$33,000.00
9	MnDOT	Active Transportation Bike Plan	11/29/2023	PW	Staff time to administer program	\$100,000 worth of consultant work	\$100,000.00	\$100,000 worth of consultant work
10	Metropolitan Council	I&I Repair for Private Homeowners	12/13/2023	PW	Staff time to administer program	\$50,000	\$40,000	\$40,000
11	Metropolitan Council	2024-2025 I&I Repair for City Sanitary Sewer	1/25/2024	PW	\$1,537,500	\$675,000	\$212,500	\$1,750,000
12	U.S. Department of Energy	Climate Action Planning - Energy Efficiency Conservation Block Grant	1/30/2024	PW	Staff time to administer program	\$76,370.00	\$76,370.00	\$76,370.00
13	Ramsey-Washington Metro Watershed District	Street Sweeping Grant	9/18/2024	PW	None	\$3,250.00	\$3,250.00	\$3,250.00
14	Ramsey-Washington Metro Watershed District	Drainage Improvement	10/2/2024	PW	50% match	\$15,000.00	\$15,000.00	\$30,000.00
15	MN Dep of Public Safety	Pathways to Policing	1/31/2024	PD	50% Match (CSO/Cadet Salary Costs)	\$50,000	\$50,000	\$100,000
16	MN Dep of Public Safety	Intensive Comprehensive Peace Officer Education and Training (ICPOET) for two trainees	1/31/2024	PD	none	\$100,000.00	\$100,000.00	\$100,000.00
17	MN Dep of Public Safety	Firearms Storage Grant	1/31/2024	PD	none	\$33,683.47	\$12,804.71	\$33,683.47
18	MN Dep of Public Safety	ARMER Equipment (radios)	6/18/2024	PD	5% Match	\$71,082.40	\$50,000.00	\$52,631.58
19	Department of Justice	Supporting LE Agencies Seeking Accreditation	6/3/2024	PD	none	\$250,000.00	\$250,000.00	\$250,000.00
20	Office of Justice Programs	Bulletproof Vest Replacement Program	6/7/2024	PD	50% Match	\$21,900	\$21,629	\$43,258
21	MN Dep of Public Safety	Crisis Response (21 months)	8/19/2024	PD	none	\$200,000		\$200,000
22	AARP	2024 AARP Community Challenge	3/6/2024	PD	none	\$4,300	\$0	\$4,300
23	Ramsey County	North Central High Intensity Drug Trafficking Area (HIDTA) overtime reimbursement	Quarterly	PD	None- reimbursement	\$7,494.78	\$7,494.78	\$7,494.78
24	MN Dep of Public Safety	Toward Zero Deaths Traffic Safety Initiative (2024-25)	Annual	PD	none	\$26,428	\$26,428	\$26,428
25	WalMart	Local Community Grant: Shop with a Cop	9/25/2024	PD	none	\$3,200.00	\$3,200.00	\$3,200.00
26	Americorps	Forrestry Support - requesting three staff for the summer to support the EAB Program including two for watering/ pruning and one administrative support	2/1/2024	Parks and Recreation	Office space and staff support	(\$39,800 in value)	\$0.00	\$39,800.00
27	Minnesota Department of Natural Resources	Expedited Conservation Project - Reservoir Woods Natural Resources	9/17/2024	Parks and Recreation	\$5,000 in kind	\$50,000	TBD	Ongoing
28	MN PCA	Implementation Grants for Community Resilience	12/18/2024	Parks and Recreation	50% match	\$213,000.00	\$0	\$792,000.00
29	Metropolitan Council - LCA	Affordable homeownership	9/30/2024	CD	50% of eligible project gap costs	\$500,000	\$375,000	\$375,000
30	EDAM Intern grant	Intern for Summer 2025	11/22/2024	CD	dollar for dollar	\$2,000.00	\$2,000	\$4,000.00
31								
32								
33	New information					Total amount awarded	\$1,790,867.68	

**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 18th day of May, 2009, at 6:00 p.m.

The following members were present: Roe, Johnson, Ihlan, Pust and Klausing

and the following were absent: none.

Mayor Klausing introduced the following resolution and moved its adoption:

**RESOLUTION No. 10711
Resolution Authorizing the City Manager to Execute Certain
Grant Applications on behalf of the City of Roseville**

WHEREAS, the City of Roseville has applied for a variety of grants which benefit the City; and

WHEREAS, the Roseville City Council encourages staff to continue to identify and apply for grants as a means to fund the policies, priorities and programs of the City, as established by actions of the Council; and

WHEREAS, grant submittals sometimes require verification of authority to submit an application on behalf of the City, and the required timeframes for submittal sometimes may not allow for Council authorization prior to application deadlines.

NOW, THEREFORE, BE IT RESOLVED, that the City of Roseville does hereby authorize the City Manager to execute grant applications on behalf of the City of Roseville in cases where Council authorization is not required or is required but cannot be practically obtained prior to an application deadline, and where any matching funds or other city financial obligation related to the grant are accounted for either in the City budget or by previous Council action; and

BE IT FURTHER RESOLVED, that the City Manager will report any such grant applications to the City Council after the application is submitted.

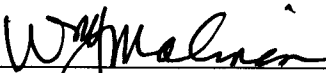
The motion for the adoption of the foregoing resolution was duly seconded by Member Roe, and upon a vote being taken thereon, the following voted in favor thereof: Roe, Johnson, Ihlan, Pust and Klausing
and the following voted against the same: none.

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 18th day of May, 2009 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 18th day of May, 2009.



William J Malinen, City Manager

(Seal)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 4/21/2025

Item No.: 10.d.

Department Approval



City Manager Approval



Item Description: Adopt Resolution Awarding Construction Contract for 2025 Sanitary Sewer Lining Project #25-06

Background

The majority of the City's sanitary sewer mains were constructed in the late 1950's and early 1960's, utilizing clay tile and reinforced concrete pipe. Over time the joints have failed, allowing root intrusion. The pipe material is also susceptible to cracking and construction damage. The City began the sewer lining program in 2006 to rehabilitate the sewer mains and extend the life of our sanitary sewers by 50 years or more. Lining technology installs a new resin pipe inside the original clay tile sewer main without digging up city streets, which results in minimal disruption to residents during construction. The liner pipe is inserted into the main through existing manholes and cured in place with a heat process. Each segment is typically completed in one working day. Service line connections are reopened using a robotic cutter and remote cameras. During the process, existing flows are bypassed using pumps. This type of rehabilitation prevents groundwater from entering the sanitary system, so it can be credited toward the Metropolitan Council Environmental Services inflow/infiltration surcharge.

Staff identified lining for approximately 5.4 miles in areas observed as having root intrusion or infiltration problems and having sewer pipe ratings of 3 or less (on a scale of 1-5, 5 being in the best condition). On December 2, 2024, Council approved a design contract with Bolton & Menk, Inc., to design and provide cost estimates to perform this work. The decision in hiring a design consultant was driven by the technical complexity of the project, particularly regarding the need to bypass larger flows under major highways, railroads and other high-volume traffic areas. Engaging a qualified consultant for design helped the City mitigate potential risks associated with the bypass operation, ensure clear guidance is given to contractors in the plans and specifications to obtain equitable bids, reduce project delays, and ensure a cost-effective and efficient Cured-in-Place Pipe (CIPP) lining project.

The 2025 Sanitary Sewer Lining Project identified lining for approximately 2 miles in areas observed as having root intrusion or infiltration problems and having sewer pipe ratings of 3 or less (on a scale of 1-5, 5 being in the best condition). Completion of 2 miles of sanitary sewer pipe of the 5.4 miles originally identified was based on available budget for 2025. On

April 2, 2025, the City received and opened two bids to perform this work as summarized below:

Contractor	Bid Total
Insituform Technologies USA, LLC	\$890,924.85
Visu-Sewer, Inc.	\$1,254,019.00
<i>Engineer's Estimate</i>	<i>\$863,144.00</i>

Policy Objectives

It is City policy to keep utility infrastructure in good operating condition, utilizing construction technologies that keep service disruption to a minimum. Per State Statutes on municipal contracting, the City Council awards contracts to the lowest responsible bidder. In this bid solicitation, the lowest bidder is Insituform Technologies USA, LLC.

Equity Impact Summary

There should be no equity impacts associated with this project. The bidding process uses sealed bids to avoid potential biases. Bidders are required to certify meeting Equal Employment Opportunity and Human Rights requirements.

Budget Implications

The City received two bids for the construction contract for 2025 Sanitary Sewer Lining Project. The lowest not-to-exceed amount was submitted by Insituform Technologies USA, LLC, in the amount of \$890,924.85, which is 3% over the engineer's estimate. After reviewing the bids, staff believe the bid is equitable with fair prices. The funding breakdown for the project is listed below:

FUNDING SOURCE	TOTAL PROJECT BUDGET	DESIGN SERVICES*	CONSTRUCTION
Roseville Sanitary Sewer Utility Fund (25/26, 26/27)	\$1,000,000.00	\$81,804.00	\$890,924.85

*DESIGN SERVICES INCLUDE THE DESIGN AND SPECIFICATIONS FOR THE ENTIRE 5.4 MILES OF SANITARY PIPE TO BE COMPLETED IN FOLLOWING YEARS

Staff Recommendations

Staff recommends Council adopt a resolution awarding the contract for the 2025 Sanitary Sewer Lining Project in the amount of \$890,924.85 to Insituform Technologies USA, LLC.

Requested Council Action

Motion adopting a resolution awarding contract for the 2025 Sanitary Sewer Lining Project in the amount of \$890,924.85 to Insituform Technologies USA, LLC.

Prepared by: Erik Henriksen, Assistant City Engineer

Attachments: 1. Resolution
2. Bid Abstract

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was duly held on the 21st day of April, 2025, at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION AWARDING CONTRACT
FOR 2025 SANITARY SEWER LINING PROJECT**

WHEREAS, pursuant to advertisement for bids for the improvement, according to the plans and specifications thereof on file in the office of the Manager of said City, said bids were received on Wednesday, April 2, 2025, at 2:00 p.m., opened and tabulated according to law and the following bids were received complying with the advertisement:

CONTRACTOR	BID TOTAL
Insituform Technologies USA, LLC	\$890,924.85
Visu-Sewer, Inc.	\$1,254,019.00
<i>Engineer's Estimate</i>	<i>\$863,144.00</i>

WHEREAS, it appears that Insituform Technologies USA, LLC is the lowest responsible bidder at the tabulated price of \$890,924.85.

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

1. The Mayor and City Manager are hereby authorized and directed to enter into a contract with Insituform Technologies USA, LLC for \$890,924.85 in the name of the City of Roseville for the above improvements according to the plans and specifications thereof heretofore approved by the City Council and on file in the office of the City Manager.
2. The City Manager is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids except the deposits of the successful bidder and the next lowest bidder shall be retained until contracts have been signed.

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

28 WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 21st day of April, 2025, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 21st day of April, 2025.

Patrick Trudgeon, City Manager

(SEAL)

Bid Abstract for Roseville 2025 Sewer Lining Project

Report Date

Bid Release

Bid Opening

4/2/2025

3/11/2025

4/2/2025

Allowance					Engineer Estimate		Insituform Technologies USA, LLC		Visu-Sewer, Inc.	
Line	Number	Description	Unit	Quantity	Estimated Price	Estimated Total	Price	Total	Price	Total
16	2503.603	REPAIR ALLOWANCE	ALLOW	1	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
17	2503.603	LANDSCAPING ALLOWANCE	ALLOW	1	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Allowance Totals						\$40,000.00		\$40,000.00		\$40,000.00
Base										
Line	Number	Description	Unit	Quantity	Estimated Price	Estimated Total	Price	Total	Price	Total
1	2021.501	MOBILIZATION	LS	1	\$20,000.00	\$20,000.00	\$43,267.35	\$43,267.35	\$22,500.00	\$22,500.00
2	2563.601	TRAFFIC CONTROL	LS	1	\$15,000.00	\$15,000.00	\$17,934.78	\$17,934.78	\$15,000.00	\$15,000.00
3	2503.601	Temporary Sewer Bypass	LS	1	\$50,000.00	\$50,000.00	\$7,336.96	\$7,336.96	\$45,000.00	\$45,000.00
4	2503.603	8" CIPP LINING	LF	4,524	\$38.00	\$171,912.00	\$39.75	\$179,829.00	\$57.00	\$257,868.00
5	2503.603	10" CIPP LINING	LF	1,848	\$44.00	\$81,312.00	\$44.18	\$81,644.64	\$57.00	\$105,336.00
6	2503.603	12" CIPP LINING	LF	792	\$48.00	\$38,016.00	\$65.63	\$51,978.96	\$95.50	\$75,636.00
7	2503.603	15" CIPP LINING	LF	1,038	\$65.00	\$67,470.00	\$90.47	\$93,907.86	\$162.00	\$168,156.00
8	2503.603	18" CIPP LINING	LF	2,367	\$105.00	\$248,535.00	\$95.69	\$226,498.23	\$162.00	\$383,454.00
9	2503.603	24" CIPP LINING	LF	397	\$155.00	\$61,535.00	\$161.87	\$64,262.39	\$265.00	\$105,205.00
10	2503.603	CLEANING AND TELEVISIONING	LF	10,966	\$4.00	\$43,864.00	\$5.24	\$57,461.84	\$4.00	\$43,864.00
11	2104.602	TRIM PROTRUDING TAPS	EACH	5	\$300.00	\$1,500.00	\$380.43	\$1,902.15	\$400.00	\$2,000.00
12	2503.603	ROBITICALLY REINSTATE SERVICE	EA	100	\$100.00	\$10,000.00	\$66.92	\$6,692.00	\$150.00	\$15,000.00
13	2503.603	TRANSITION LINERS	EACH	1	\$3,000.00	\$3,000.00	\$2,717.39	\$2,717.39	\$2,500.00	\$2,500.00
14	2503.603	SHORT LINER/INTERNAL POINT REPAIR (8" - 12" DIAMETER)	EA	1	\$4,000.00	\$4,000.00	\$7,473.91	\$7,473.91	\$5,000.00	\$5,000.00
15	2503.603	SHORT LINER/INTERNAL POINT REPAIR (15" - 24" DIAMETER)	EA	1	\$7,000.00	\$7,000.00	\$8,017.39	\$8,017.39	\$7,500.00	\$7,500.00
						\$823,144.00		\$850,924.85		\$1,254,019.00
Base Bid Totals										
					Engineer Estimate		Insituform Technologies USA, LLC		Visu-Sewer, Inc	
				Allowance	\$40,000.00		\$40,000.00		\$40,000.00	
				Base	\$823,144.00		\$850,924.85		\$1,254,019.00	
				Allowance + Base	\$863,144.00		\$890,924.85		\$1,294,019.00	

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 4/21/2025

Item No.: 10.e.

Department Approval

Janice Gundlach

City Manager Approval

Samuel Truog

Item Description: Accept annual Variance Board appointments

Background

Pursuant to Chapter 1002.06.F (Variance Board) of the Roseville City Code, the City Council annually appoints four members of the Planning Commission to serve on the Roseville Variance Board. Three serve as regular board members and the fourth serves in an alternate capacity.

The Planning Commission seeks volunteers to serve, then passes these selections on to City Council for acceptance. On April 2, 2025, Planning Commissioners Pamela Aspnes, Jon Barstad, Allison Jensen, and Tam McGehee volunteered to serve on the 2025/26 Variance Board. Commissioners Aspnes, Barstad and Jensen will serve as regular members, with Commissioner McGehee serving as the alternate.

Policy Objectives

Section 1002.06.F requires the City Council to appoint the membership of the Variance Board.

Equity Impact Summary

There are no equity impacts related to this request.

Budget Implications

Not applicable

Staff Recommendations

The Roseville Planning Division recommends the Roseville City Council appoint Planning Commissioners Pamela Aspnes, Jon Barstad, Allison Jensen, and Tam McGehee (alternate) to serve on the Variance Board from May 1, 2025 to April 1, 2026.

Requested Council Action

By motion, appoint Planning Commissioners Pamela Aspnes, Jon Barstad, Allison Jensen, and Tam McGehee (alternate) to the Variance Board from May 1, 2025 to April 1, 2026.

Prepared by: Thomas Paschke, City Planner

Attachments: None

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 4/21/2025

Item No.: 10.f.

Department Approval



City Manager Approval



Item Description: Approve Road Rescue Ultramedic Ambulance/Rescue Vehicle for 2027

Background

The Fire Department is requesting to enter into contract to purchase a replacement medical response vehicle. This is done in anticipation that vehicle construction is currently at an anticipated two-year timeframe for a new medical response vehicle. This vehicle is anticipated to arrive between May and July 2027 and payment is not due until 2027.

Policy Objectives

This vehicle is part of the existing city capital improvement plan (CIP) and is being done in advance to allow for the two-year build.

Equity Impact Summary

Budget Implications

No budget implications at this time, vehicle will be within budget allowance and is part of the normal replacement plan in 2027.

Staff Recommendations

Approve the fire department to enter into a contract for a replacement medical response vehicle planned for 2027.

Requested Council Action

Approve the fire department to enter into a contract for a replacement medical response vehicle planned for 2027.

Prepared by: David Brosnahan

Attachments: 1. Q00625



Ship To: IN STORE PICKUP

Invoice To: ROSEVILLE, CITY OF
2660 CIVIC CENTER DRIVE
ROSEVILLE MN 55113

Attention: NEIL SJOSTROM

Everest Emergency Vehicles

8 South Owasso Blvd. • Little Canada, MN 55117

Phone 800-889-6143 • Fax 651-690-1871

www.everestev.com

Branch 01 - ST. PAUL, MN		
Date 04/16/2025	Time 9:42:39 (O)	Page 1
Account No ROSEV001	Phone No 6517927061	Inv No 01 Q00625
Ship Via		Purchase Order TBD
Tax ID No 9002170		
R. ROSS TAYLOR		Salesperson 206

EQUIPMENT ESTIMATE

Description ** Q U O T E ** EXPIRY DATE: 07/24/2025 Amount

New FORD F550 Road Rescue 345000.00
Road Rescue Ultramedic - 170" Module
Ford F-550 4x4 Gas
(INCLUDES ESTIMATED CHASSIS COST: \$66.694.00)
ACTUAL AND FINAL CHASSIS PRICE IS TBD
Reference Quote # 400-0006
Savvik Buying Group Member #20471
TOTAL: \$345,000.00

Sale # 01 Subtotal: 345000.00
Total: 345000.00

Authorization: _____

Subtotal: 345000.00
Quote Total: 345000.00

Thank you for choosing Everest Emergency Vehicles, your business is appreciated!

REQUEST FOR COUNCIL ACTION

Date: 4/21/2025

Item No.: 10.g.

Department Approval

City Manager Approval



Item Description: Approve City Manager Goals for 2025-26

Background

At the April 7, 2025 City Council meeting, Council members gave the City Manager his annual performance review. As a result of those conversations, goals were drafted for the City Manager to work on for the next year.

Policy Objectives

Under Minnesota Statutes Section 412.611, Plan B cities such as Roseville have a City Manager that exercises the administrative power of the city and is responsible to the council for the proper administration of all city affairs. Under the Plan B form of local government, the City Council directly oversees the work and employment of the City Manager. An annual review and setting of goals for the City Manager is undertaken to ensure that the City Manager's work meets the expectations of the City Council and the community.

Equity Impact Summary

The City Manager oversees the entire operation of Roseville's programs and services. As part of that oversight, the City Manager takes into account the needs of all members of the community in accordance with Roseville's aspirations to be a city that fosters a strong sense of community through effective and inclusive communication, effective engagement, and collaborative decision-making and to be a community that is welcoming and inclusive of all people regardless of origin, race, ethnicity, gender, sexual preferences, physical ability, and socioeconomic standing. Among other things, the City Council evaluates the City Manager's performance in relation to meeting the adopted community aspirations.

Budget Implications

Based on the successful performance review, the City Council granted a step increase to the City Manager's salary.

Staff Recommendations

Motion to approve the 2025-26 City Manager Goals.

Requested Council Action

Motion to approve the 2025-26 City Manager Goals.

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

Attachments: 1. City Manager Goals 2025-2026

2025- 2026 City Manager Goals

Listed below are the City Manager’s 2025-26 goals identified by the City Manager and the City Council sub-committee as part of the City Manager’s performance review. Under each goal is a purpose statement on what the goal will do, and milestones towards reaching each goal. *I would suggest that there is 6-month check-in about these goals between the City Manager and the City Council sub-committee to review progress of reaching these goals.*

Implement City Strategic Plan

Goal: *Complete and implement the adopted strategic plan.*

Background: In the fall of 2024, City Council and Department Heads convened to create a City Strategic Plan. At the beginning of 2025, City Council and Department Heads met and agreed to a Vision, Mission Statement, Values, and Strategic Directions that form the basis of the plan. Since that time, Department Heads have been meeting to discuss Goals, Success Indicators , Objectives, Metrics, and Measurements that will inform Department Work Plans. This work is wrapping up as these goals are drafted.

Important Milestones:

April -May-June 2025

- Present result of Department Head work on details of City Strategic Plan to City Council (April 2024)
- Individual Departments create work plan tied to the City Strategic Plan (May and June)

July - August –September 2025

- City Council provided Department Work Plans (July)
- Staff begins tracking data on work to implement the Strategic Plan (July – September)

October - November–December 2025

- Staff provides quarterly update on progress on implementing Strategic Plan (October)

January - February – March 2026

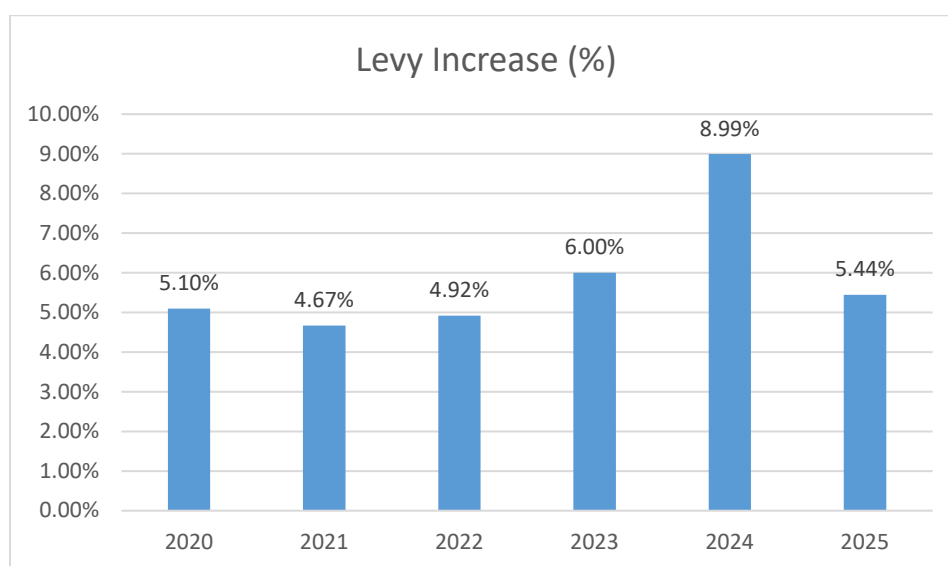
- Staff provides quarterly update on progress on implementing Strategic Plan (January)

In the Summer of 2026, City Council and Department Heads should hold an annual meeting/retreat to review progress of Strategic Plan to-date and make any modifications. This meeting should be held in a similar manner as took place in crafting the strategic plan. (Off-site meeting space and off-camera).

Propose Fiscally Responsible City Budget

Goal: *Prepare and present a 2026 budget that minimizes cost increases in recognition of limited taxpayer resources while still meeting the needs of the community and providing resources to implement the Strategic Plan.*

Background: The 2025 City budget levy increased by 5.4%. With expected cost increases for personnel, supplies, materials, and equipment, requests for additional personnel in public safety, as well as state and federal funds no longer being available to help pay for City costs, the levy increase is expected larger than the 2025 increase. Couple that factor along with an uncertain economy and the challenge for taxpayers to pay for increasing taxes, it is imperative that the 2026 budget is fiscally responsible and financially sustainable for the future. As a point of reference, below is a chart showing the City property tax levy increase since 2020.



It will be a challenge to keep a levy increase in line with the past six years average levy increase (5.85%). This will be a very difficult process as most, if not all, of our programs and services are needed and valued by the community. Nevertheless, it will be necessary to look at ways to limit the increase of tax levy dollars in funding City programs and services.

Important Milestones:

April -May-June 2025

- Discuss upcoming budget challenges with Department Heads and task them with reviewing programs and services to look at for potential reductions to moderate a tax levy increase.
- Department Heads submit CIP and budget for operational needs
- As part of budget formulation process, City Manager will focus on the following:
 - With individual Department Heads, review infrequent or one-off expenditures and explore alternative non-levy funding sources

- With individual Department Heads, review their 2024 and 6-month 2025 expenditures to identify cost-saving measures in their department
- Strategically utilize City reserves in formulation of budget to lessen the need to use levy dollars
- Review of City fee schedule to ensure that they are capturing actual city costs
- Review vendor contracts to ensure competitive pricing

July - August –September 2025

- Meet with Finance Commission to discuss and review proposed budget
- Finalize City Manager Budget
- Present City Budget to the City Council, including details of what reductions were made to reduce the levy and what other non-levy sources are being used to limit levy increases
- Gain approval of preliminary budget

October - November–December 2025

- Consideration and approval of 2026 Operational and Capital Improvement budgets

January - February – March 2026

- Monitor 2026 City operational and capital improvement budgets and begin review of assumptions for 2027 budget

Implement Campus Master regarding the Maintenance Operations Center (MOC) and License and Passport Center and Dance Studio (LPCDS)

Goal: *Ensure that progress is made towards resolving the site plan details and the final design of the MOC to ready the site for construction in 2026 and to determine a solution for the LPCDS.*

Background: Roseville voters passed a referendum to create a local sales tax to construct a new maintenance facility on the north side of the Woodhill. The next steps are to work out the site plan details, including the relocation of the VFW, License and Passport Center and Dance Studio, and tenants at Lexington Shoppes, and to complete final design. Roseville voters did not approve the use of a local sales tax for the reconstruction of a replacement of the Roseville License and Passport Center and Dance Studio. Therefore, a solution for their replacements must be determined.

Important Milestones:

April -May-June 2025

- Hire architect to study re-use of existing Maintenance Facility for the LPCDS and VFW and update the predesign costs established in the Civic Campus Pre-Design Study
- Receive report from architect and make recommendations to the City Council based on their findings

- Continue discussion with VFW regarding their relocation due to MOC project
- Prepare RFP for final design and project management of the MOC (and potentially the LPCDS)
- Determine solution for the LPCDS

July - August –September 2025

- Award contract for final design and project management of the MOC (and potentially the LPCDS)
- Begin meetings with the Final Design Stakeholder Group
- Conclude negotiation with VFW regarding their relocation due to MOC project

October - November–December 2025

- Complete meetings with the Final Design Stakeholder Group
- Complete final design of the MOC (and potentially the LPCDS)

January - February – March 2026

- Prepare construction bid package for the MOC (and potentially the LPCDS)
- Issue request for bids for construction of the MOC (and potentially the LPCDS)
- Award contract for the construction of the MOC (and potentially the LPCDS)

FUTURE MEETING AGENDA HIGHLIGHTS

April 21, 2025

May 5, 2025 – City Council Meeting

- National Peace Officers Memorial Day and National Police Week Proclamation
- Buddy Poppy Days Proclamation
- Approve Strategic Plan Goals and Success Indicators

May Meetings

- May 12 (EDA and City Council)

May 19, 2025 – City Council Meeting

- LGBTQIA+ Month Proclamation
- Gun Violence Awareness Month Proclamation
- Public Hearing for Certification of Unpaid Utility Bills
- County Road B Assessment Hearing

June Meetings

- June 2
- June 16

July Meetings

- July 7
- July 14 (EDA and City Council)
- July 21

August Meetings

- August 11
- August 20 (Commission Interviews)
- August 25

			<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	