



City Council Agenda

Monday, July 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, Bauer, Strahan, Schroeder, and Roe
- 6:01 p.m. **2. Pledge of Allegiance**
- 6:02 p.m. **3. Approve Agenda**
- 6:03 p.m. **4. Public Comment**
- 6:08 p.m. **5. Recognitions and Donations**
a. Americans with Disabilities Act Anniversary Observance Proclamation
b. Kiwanis Peanut Day Proclamation
- 6:13 p.m. **6. Items Removed from Consent Agenda**
- 7. Business Items**
6:15 p.m. a. Receive Presentation from Ramsey County Commissioner Mary Jo McGuire
6:45 p.m. b. Award the Sale of the City's 2025 General Obligation Equipment Certificates
6:55 p.m. c. Consider Approval of Aldine ROW Vacation
7:35 p.m. d. Receive County Road C Project Update and Crossings to Acorn Park
8:15 p.m. e. Consider Approval of PIK Easement Vacations
8:20 p.m. f. Public Works, Environment, and Transportation Commission Joint Meeting with the City Council
8:50 p.m. g. Approve RFP and RFQ related to Civic Campus Master Plan
- 8. Council Direction on Councilmember Initiated Agenda Items**
- 9:00 p.m. **9. Approval of City Council Minutes**
a. Approve Minutes from July 7, 2025 City Council Meeting
- 9:05 p.m. **10. Approve Consent Agenda**
a. Approval of Payments
b. Authorize Grant Agreement With the Metropolitan Council for the Community Tree Planting Grant Program
c. Approve the renewal of a short-term rental license for 257 South McCarrons Blvd W
d. Approve the Renewal of the Short-Term Rental License for 658 Belmont Lane
e. Approve Final Contract Acceptance for the County Road B Reconstruction and 2024 Pavement Management Project
f. Approve Contract for 2025 Pathway Improvements -Tamarack Park Pathway Project 24-03
- 9:10 p.m. **11. Future Agenda Review, Communications, Reports, and Announcements - Council and City Manager**
a. Future Agenda

9:20 p.m. **12. Adjourn**



Americans with Disabilities Act Anniversary Observance July 26, 2025

Whereas: Since 1990, the Americans with Disabilities Act has focused on ending discrimination against individuals with disabilities and promoting full integration and participation in society; and

Whereas: Approximately 20 percent of Americans have a disability as defined by the Americans with Disabilities Act, a number projected to increase as our society ages; and

Whereas: As a direct result of the passage of the Americans with Disabilities Act, an increased number of children and adults with disabilities are living, playing, working and shopping alongside their neighbors; and

Whereas: Roseville is becoming inclusive and free of physical, communication and social barriers; and

Whereas: State and local government services are continually improving and providing increasingly accessible services and programs to Minnesotans with disabilities; and

Whereas: State and local governments, including Roseville, are beginning to understand the importance and relevance of providing accessible digital information and electronic services to Minnesotans with disabilities; and

Whereas: On this 35th anniversary of the Americans with Disabilities Act, we celebrate and recognize the progress that has been made; we acknowledge that challenges still exist on our horizon, and we reaffirm our commitment to full equity and inclusion for all.

Now, Therefore Be It Resolved, that the City Council hereby declares that the City of Roseville observes July 26, 2025 as the Anniversary of the Americans with Disabilities Act, in the City of Roseville, County of Ramsey, State of Minnesota, U.S.A

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

Mayor Daniel J. Roe



Golden K Kiwanis Peanut Campaign Kickoff July 21, 2025

Whereas, The Northeast Metro Golden K Kiwanis Club, headquartered in Roseville, is an organization dedicated to improving the lives of children and youth, and

Whereas, The Golden K Peanut Campaign provides businesses, professional entities, and individuals with an opportunity to help support community initiatives focused on children and youth and food insecurity, and

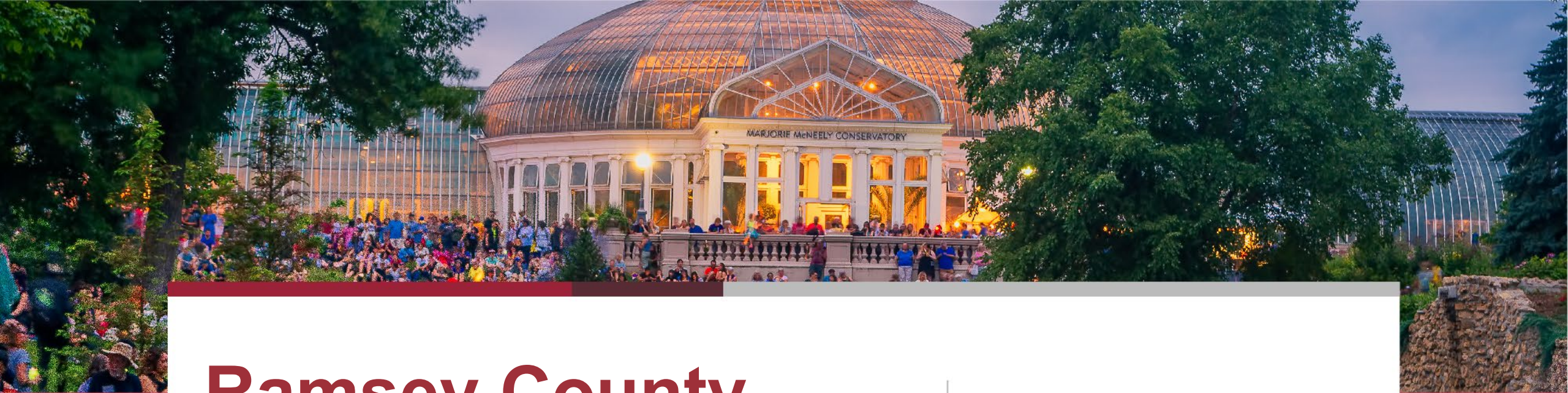
Whereas, In order to help finance its many and varied programs, the Northeast Metro Golden K Kiwanis Club has requested a day be designated as a kickoff for its annual Peanut Campaign fundraiser,

Now, Therefore Be It Resolved, that the City Council of Roseville hereby proclaims Monday, July 21, 2025 as

ROSEVILLE GOLDEN K KIWANIS PEANUT DAY

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 July, 2025.

Mayor Daniel J. Roe



Ramsey County Updates

Roseville City Council

Commissioner Mary Jo McGuire

July 21, 2025



Commissioner Mary Jo McGuire

- Lifelong District 2 resident
- County Commissioner since 2012
- State Legislator, 16 years



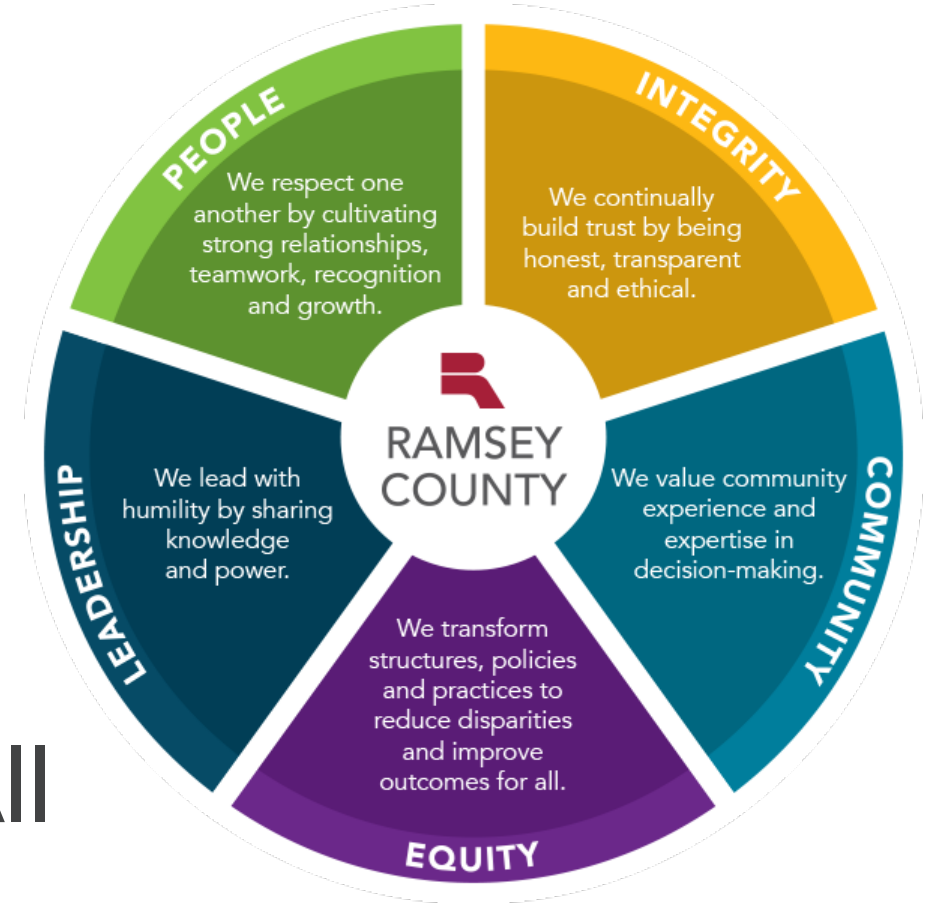
Ramsey County Board



- Sets the County's Vision, Mission, Values, Goals, and Strategic Priorities
- Provides Oversight of the County Budget and Approvals
- Responsible for Establishing County Policies, Legislative Functions, and much more
- Represent Ramsey County at the State and Federal Level

Our Ramsey County Values

- Investing in People
- Serving with Integrity
- Valuing Community
- Advancing Equity
- Empowering Leadership at All Levels



Mission

A county of excellence working with you to enhance our quality of life.

Vision

A vibrant community where all are valued and thrive.

Goals

1. Strengthen individual, family and community health, safety and well-being
2. Cultivate economic prosperity and invest in neighborhoods with concentrated financial poverty

Goals

3. Enhance access to opportunity and mobility for all residents and businesses

4. Model fiscal accountability, transparency and strategic investments

County Responsible Services:

- Ensure the health, safety, and well-being of communities
 - Delivered where counties have **unique responsibilities**
 - Occur when **no other** government level or community vendor provides them
 - Often shaped by **state and federal mandates**



Ramsey County Service Teams

1. Health and Wellness
2. Economic Growth and Community Development
3. Safety and Justice
4. Information and Public Records
5. Strategic



Ramsey County's Environmental Service Center

- Waste Reduction Solutions
- Climate-Controlled Drive-Through
- Self-Service Stations
- Fix-It Clinic
- Community Education Space
- Product Reuse Room



Ramsey County Suburban Library System

- Serves 7 suburban cities
- 600,000+ items
- Includes digital media, research resources, and community programs for continuous learning



Emergency Communications Center

- Serving all Ramsey County cities
- Fielded 930,000 calls in 2024
- Includes embedded Social Workers



In 2024, Ramsey County Election Services administered three statewide elections on behalf of 16 cities.



Five early voting locations were opened across the County to serve the growing popularity of early voting.



Ramsey County Parks received over 6 million visits annually, including 6 regional parks, 7 regional trails, 9 county parks, 4 golf courses, and 11 ice arenas.

Lake Josephine

- Boat launch
- Fishing pier
- Picnic area
- Playground
- Swimming beach



Lake McCarrons Park

- Large playground
- Swimming beach
- Fishing pier
- Boat launch
- Picnic Area/Shelter



Ramsey County Public Works/Roseville

2025 – County Road D – Highcrest Road to Cleveland Avenue

- Pavement Preservation – Mill & Overlay

2025 – Lexington Avenue – Sandhurst to Sherren St.*

- Trail Installation

2025 – Hamline Avenue at Clarmar Avenue

- Drainage Improvement
- Culvert Replacement

Ramsey County Public Works/Roseville

2026 - County Road C – Lexington Avenue to Little Canada Road

- Pavement Reclamation
- Trail/Sidewalk Installation
- Signal Replacement at Rice Street
- Bridge Replacement over Railroad west of Victoria Street
- Roundabout Installation at Little Canada Road

2026 – Hamline Avenue – County Road C to Snelling Avenue*

- Pavement Replacement – Mill & Overlay
- City Watermain Replacement
- Trail Installation

Ramsey County Public Works/Roseville

2027 – County Road B2 – Cleveland Avenue to Fairview Avenue

- Pavement Preservation – Mill & Overlay

2028 – Victoria Street – County Road C to Harriet Avenue

- Pavement Preservation
- Trail Installation

Ramsey County Public Works/Roseville

2028 – Rice Street – Wheelock Parkway to County Road B

- Reconstruction (Phase 5 of Rice Street)
- Utility Replacement
- Drainage Improvement

2029 – Rice Street – County Road B2 to South Owasso Boulevard

- Pavement Preservation – Mill & Overlay
- Trail Installation

Ramsey County Housing and Redevelopment Authority (HRA) Levy

- Invested in the construction of **745** new and **301** preserved rental housing units.
- Site Assessment Grant funds supported **eight** entities with early-stage assessment activities.
- Critical Corridors Programs awarded **nine** projects with over **\$1.7 million**.

Roseville Community and Economic Development Programs and Awards

- First Home - 5 loans
- Rehab - 5 loans
- Repair - 2 grants
- Affordable Housing Development
 - \$90,000 of CDBG for MN One Stop for Communities to acquire a single family home.
 - \$400,000 in HRA funds for the Roseville Land Trust program

Roseville Community and Economic Development Programs and Awards

- Critical Corridors:
 - County Rd. B-Snelling Pedestrian Improvement Study (2022, \$25k from CC, \$25k from Public Works)
- Rice & Larpenteur Alliance (\$50k in 2022 and \$50k in 2025 façade improvement subgrants to local businesses)
- Other Awards of Significance
 - Environmental Response Fund - Harbor at Twin Lakes (2021, \$213,740)

Small Business Support

- Open to Business
- CEO NEXT
- CEO NOW
- Ramsey County Means Business
- Reimagination Resource Center

Economic Development/Infrastructure

The Park at RiversEdge is a transformative 9-acre urban park connecting downtown St. Paul to the Mississippi River

- Enhances public access to the river
- Creates a dynamic community gathering space
- Serves as a catalyst for \$800M+ in private investment



Rice Creek Commons

- Redevelopment of a 427-acre parcel of former Twin Cities Army Ammunition Plant (TCAAP)
- Estimated value at \$1 billion
- Designed with Green Energy Initiatives



Rice Creek Commons (cont.)

- A hub for economic growth, sustainable development, and a mix of housing and commercial spaces
- The Ramsey County Board of Commissioners approved an amended purchase and sale agreement of Outlot A with Ryan Companies (Groundbreaking April 2025)

County Manager Ling Becker

- Immigrant family.
- Early public sector career exposure – age 15.
- Public – Private Partnerships.
- Appreciation for city and county coordination.
- Economic and Workforce Development.
- Appointed County Manager September 1, 2024.





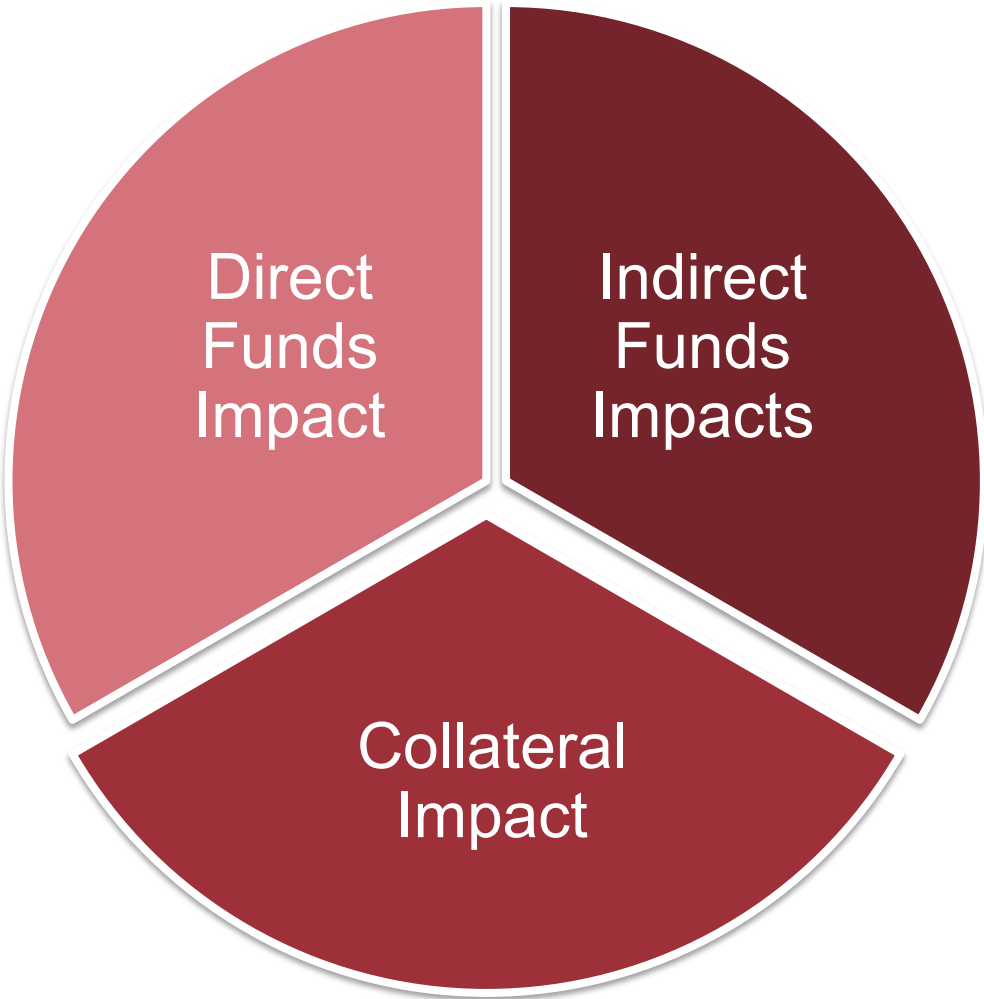
Ramsey County Strategic Team

- Financial management and investments
- Hiring and training
- Government relations and countywide strategic planning
- Countywide compliance with federal, state, and local regulations
- Provides support for the Ramsey County Board of Commissioners.

Ramsey County Manager Updates

- City – County Partnership
- County leadership transitions
- Uncertainties:
 - Federal Actions
 - Federal Budget
 - State Budget
- 2026-27 County Biennial Budget

Prism of Impacts



Type	What	Examples
Direct Funds	County investments	PH COVID Grant
Indirect Funds	Broader Ramsey County investments	• Transportation projects funding to state, cities, etc. • Non- profits
Collateral	Effects to Ramsey County	• Reductions in federal staff impacting our services or services to residents • Data elimination • Demoralizing public service • Trauma and harm to community

Federal Executive Orders

Minnesota receives most of its revenue from general taxes, licenses, fees, and federal grants. Approximately 35% of the current state budget* is comprised of federal grants totally around \$42 billion, for the two-year budget.

Temporary Disruptions



Total Funds At Risk:

\$25,368,297

This tracking document contains a list of active federal funding disruptions reported by state agencies.

Permanent Cancellations



Total Funds Cancelled:

\$38,276,527

This tracking document contains a list of all cancelled federal funds reported by state agencies.

Court-Impacted Actions



Total Funds Impacted:

\$259,532,644

This tracking document contains a list of cancelled federal funds made accessible due to Temporary Restraining Orders or Preliminary Injunctions.



One Big Beautiful Bill Act

- **House:** Passed May 22, 2025 (215-214)
- **Senate:** Passed July 1, 2025 (50-50 with VP Vance tie-breaking vote)
- **House:** Passed Senate version July 3, 2025
- **Signed into Law:** Largest federal cost shift to counties in modern history

Next for Counties: Shift to implementation monitoring, cost management, and appropriations defense for remaining programs

The Big Shift



Counties face an unprecedented federal cost shift while losing decision-making authority

- **Cut or scale back critical services**, including public health, nutrition, emergency response and rural development
- **Continue to deliver services at a new cost**, given the elimination of funding and statutory requirement to uphold certain services
- **Raise local taxes or fees** to cover new costs
- **Delay or cancel** infrastructure and resilience investments
- **Absorb long-term economic and social consequences** of underfunded programs

Medicaid and SNAP Impacts

- This new federal legislation will bring major changes to Medicaid (known as Medical Assistance or MA in Minnesota) and the Supplemental Nutrition Assistance Program (SNAP) over the next few years.
- These changes to MA and SNAP likely affect how benefits are administered and who may be eligible. As the impacts become clearer to all, Ramsey County residents should keep in mind:
 - These are federal changes that will impact MA and SNAP eligibility rules across the state. These are not decisions made by Ramsey County.
 - Most of these changes will not take effect immediately. They will phase in gradually over the next few years.
- No immediate action is required from MA or SNAP recipients, and no agency actions are required at this time.

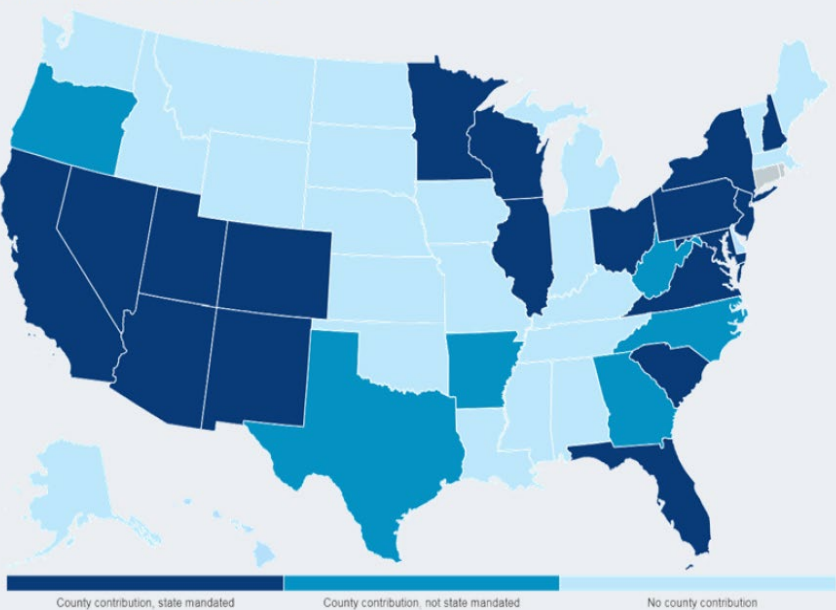
Medicaid and SNAP in Ramsey County

- In 2023, 37% of Ramsey County residents received Medicaid (Medical Assistance or MA) for at least one month of the year.
- There are currently 85,000 MA cases in Ramsey County.
- Currently there are 35,000 SNAP cases in Ramsey County.
- A significant number of these cases could lose eligibility due to work requirements.



Minnesota

Counties Contribute to Medicaid in 25 States



The *One Big Beautiful Bill Act* introduces shifts of administration costs toward states, and thus counties in several states where counties administer programs and/or are responsible for some or all of the non-federal share. Furthermore, counties are not able to opt into federal programs such as SNAP and Medicaid and thus must continue to deliver administrative services as determined by state law; in some states, counties have a mandate to cover the administrative and care costs of Medicaid.

IN 10 STATES, COUNTIES ADMINISTER SNAP



MEDICAID CONTRIBUTION MANDATES FOR COUNTIES

Identifies if counties within a state contribute to Medicaid and associated state mandates. Source: NACo Research, 2023.

Medicaid

Medicaid serves:

nearly
2 in 5 children



1 in 3
people with disabilities



1 in 5
Medicare beneficiaries



5 in 8
nursing home residents



Source: August 2024 Kaiser Family Foundation

2026-2027 Budget – Public Process

What	Date
County Manager Presents 2026-27 Budget including Organizational Alignment to the County Board	September 2
County Service Team Budget Presentations to the County Board	September 15,16, 18, 19, and 22 nd
County Board First Public Hearing	September 22
County Board Sets Max Levy	September 23
Notice of Estimated Property Tax mailed to residents	November
Truth in Taxation Meeting	December 10 or 11
County Board sets tax levies and approves 2026-27 budget	December 16

Ramsey County Next Steps

- Relentless pursuit to improve how we do our work.
- Transition to county Service Teams has vastly benefited the county
- Intentional focus on structural improvement
- Fully capitalize on transformational opportunities



Apply for our Community Advisory Boards and Commissions!

Search for “Advisory Boards and Committees” at www.RamseyCounty.us



Commissioner Mary Jo McGuire

Email: maryjo.mcguire@co.ramsey.mn.us

Phone: 651-266-8359

Commissioner Aide, Mikaela Campbell

Email: Mikaela.Campbell@co.ramsey.mn.us

Phone: 651-266-8356

Please contact me to sign-up for my newsletter!

Thank you!
Questions or
Comments?



ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 7/21/2025

Item No.: 7.b.

Department Approval



City Manager Approval



Item Description: Award the Sale of the City's 2025 General Obligation Equipment
Certificates

Background

On June 16, 2025, the City Council established a date of sale for the City's 2025 General Obligation Equipment Certificates in the amount of \$1.880 million to finance the purchase of an electric fire engine. Bids on the sale of the bonds will be received on the morning of July 21, 2025, with an award taking place later that evening at the City Council meeting. Stacie Kvilvang from Ehlers will present the Sale Day Report with the bid results and the recommendation for awarding the sale. This will be a bench handout on July 21.

The closing (receipt) of the bond proceeds would take place on August 18, 2025.

The City's Bond Counsel, Taft, Stettinius & Hollister has drafted the attached draft resolution (Attachment 1) awarding the sale of \$1,880,000 in General Obligation Equipment Certificates. A final resolution will be prepared after the bids have come in and will be provided to the council as a bench handout on July 21.

Policy Objectives

Issuing bonds to finance the purchase of an electric fire engine allows the City to spread the cost of a major capital investment over time, aligning with long-term financial planning principles. This approach ensures that the cost is shared by both current and future beneficiaries, maintains liquidity in the City's general fund, and takes advantage of favorable market conditions to secure competitive interest rates.

Equity Impact Summary

No equity impact.

Budget Implications

Finances the purchase of an electric fire engine to serve the city

Staff Recommendations

The Council is asked to consider the attached resolution awarding the sale of the City's 2025 General Obligation Equipment Certificates.

Requested Council Action

35 Motion to approve the attached Resolution awarding the sale of the City's 2025 General
36 Obligation Equipment Certificates.
37

38 **Prepared by:** Michelle Pietrick, Finance Director

Attachments: 1. Roseville GO Equipment Certificates 2025A Resolution
2. SaleDayReport-Bench Handout 1

39

EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE CITY OF
ROSEVILLE, MINNESOTA

HELD: JULY 21, 2025

Pursuant to due call and notice thereof, a regular or special meeting of the City Council of the City of Roseville, Ramsey County, Minnesota, was duly called and held at the City Hall in said City on July 21, 2025, at 6:00 P.M., for the purpose of awarding the sale of, \$1,790,000 General Obligation Equipment Certificates, Series 2025A.

The following members were present: _____

and the following were absent: _____

Member _____ introduced the following resolution and moved its adoption.

RESOLUTION FOR THE ISSUANCE AND SALE OF
\$1,790,000 GENERAL OBLIGATION EQUIPMENT CERTIFICATES, SERIES 2025A
PROVIDING FOR THEIR ISSUANCE AND LEVYING
A TAX FOR THE PAYMENT THEREOF

A. WHEREAS, the City of Roseville, Minnesota (the "City") has heretofore determined and declared that it is necessary and expedient to issue \$1,790,000 General Obligation Equipment Certificates, Series 2025A (the "Certificates" or individually, a "Certificate"), pursuant to Minnesota Statutes, Chapter 475 and Minnesota Statutes, Section 412.301, to finance the acquisition of capital equipment for the City (the "Equipment"); and

B. WHEREAS, the Equipment to be financed by the Certificates has an expected useful life at least as long as the term of the Certificates; and

C. WHEREAS, the principal amount of the Certificates to be issued does not exceed one-quarter of one percent (0.25%) of the market value of the City (\$6,856,027,500 times 0.25% is \$17,140,069); and

D. WHEREAS, the City has retained Ehlers & Associates, Inc., in Minneapolis, Minnesota ("Ehlers"), as its independent municipal advisor for the sale of the Certificates and was therefore authorized to sell the Certificates by private negotiation in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9) and proposals to purchase the Certificates have been solicited by Ehlers; and

F. WHEREAS, the proposals set forth on Exhibit A attached hereto were received by the City Manager, or designee, at the offices of Ehlers at 10:30 A.M., this same day pursuant to the Terms of Proposal established for the Certificates; and

G. WHEREAS, it is in the best interests of the City that the Certificates be issued in book-entry form as hereinafter provided; and

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

1. Acceptance of Proposal. The proposal of TD Securities (USA) LLC, New York, New York (the "Purchaser"), to purchase the Certificates, in accordance with the Terms of Proposal at the rates of interest hereinafter set forth, and to pay therefor the sum of \$1,857,217.80, plus interest accrued to settlement, is hereby found, determined and declared to be the most favorable proposal received and is hereby accepted, and the Certificates are hereby awarded to said purchaser.

2. Terms of Certificates.

(a) Title; Original Issue Date; Denominations; Maturities. The Certificates shall be dated August 12, 2025, as the date of original issue and shall be issued forthwith on or after such date in fully registered form, shall be numbered from R-1 upward in the denomination of \$5,000 each or in any integral multiple thereof of a single maturity (the "Authorized Denominations"), and shall mature on February 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2027	\$200,000	2031	\$270,000
2028	240,000	2032	280,000
2029	250,000	2033	290,000
2030	260,000		

As may be requested by the Purchaser, one or more term bonds may be issued having mandatory sinking fund redemption and final maturity amounts conforming to the foregoing principal repayment schedule, and corresponding additions may be made to the provisions of the applicable Certificate(s).

(b) Book Entry Only System. The Depository Trust Company, a limited purpose trust company organized under the laws of the State of New York or any of its successors or its successors to its functions hereunder (the "Depository") will act as securities depository for the Certificates, and to this end:

(i) The Certificates shall be initially issued and, so long as they remain in book entry form only (the "Book Entry Only Period"), shall at all times be in the form of a separate single fully registered Certificate for each maturity of the Certificates; and for purposes of complying with this requirement under paragraphs 5 and 10 Authorized Denominations for any Certificate shall be deemed to be limited during the Book Entry Only Period to the outstanding principal amount of that Certificate.

(ii) Upon initial issuance, ownership of the Certificates shall be registered in a bond register maintained by the Registrar (as hereinafter defined) in the name of CEDE & CO., as the nominee (it or any nominee of the existing or a successor Depository, the "Nominee").

(iii) With respect to the Certificates neither the City nor the Registrar shall have any responsibility or obligation to any broker, dealer, bank, or any other financial institution for which the Depository holds Certificates as securities depository (the "Participant") or the person for which a Participant holds an interest in the Certificates shown on the books and records of the Participant (the "Beneficial Owner"). Without limiting the immediately preceding sentence, neither the City, nor the Registrar, shall have any such responsibility or obligation with respect to (A) the accuracy of the records of the Depository, the Nominee or any Participant with respect to any ownership interest in the Certificates, or (B) the delivery to any Participant, any Owner or any other person, other than the Depository, of any notice with respect to the Certificates, including any notice of redemption, or (C) the payment to any Participant, any Beneficial Owner or any other person, other than the Depository, of any amount with respect to the principal of or premium, if any, or interest on the Certificates, or (D) the consent given or other action taken by the Depository as the Registered Holder of any Certificates (the "Holder"). For purposes of securing the vote or consent of any Holder under this Resolution, the City may, however, rely upon an omnibus proxy under which the Depository assigns its consenting or voting rights to certain Participants to whose accounts the Certificates are credited on the record date identified in a listing attached to the omnibus proxy.

(iv) The City and the Registrar may treat as and deem the Depository to be the absolute owner of the Certificates for the purpose of payment of the principal of and premium, if any, and interest on the Certificates, for the purpose of giving notices of redemption and other matters with respect to the Certificates, for the purpose of obtaining any consent or other action to be taken by Holders for the purpose of registering transfers with respect to such Certificates, and for all purpose whatsoever. The Registrar, as paying agent hereunder, shall pay all principal of and premium, if any, and interest on the Certificates only to or upon the Holder or the Holders of the Certificates as shown on the bond register, and all such payments shall be valid and effective to fully satisfy and discharge the City's obligations with respect to the principal of and premium, if any, and interest on the Certificates to the extent of the sum or sums so paid.

(v) Upon delivery by the Depository to the Registrar of written notice to the effect that the Depository has determined to substitute a new Nominee in place of the existing Nominee, and subject to the transfer provisions in paragraph 10, references to the Nominee hereunder shall refer to such new Nominee.

(vi) So long as any Certificate is registered in the name of a Nominee, all payments with respect to the principal of and premium, if any, and interest on such Certificate and all notices with respect to such Certificate shall be made and given, respectively, by the Registrar or City, as the case may be, to the Depository as provided in the Letter of Representations to the Depository required by the Depository as a condition to its acting as book-entry Depository for the Certificates (said Letter of Representations, together with any replacement thereof or amendment or substitute thereto, including any standard procedures or policies referenced therein or applicable thereto respecting the procedures and other matters relating to the Depository's role as book-entry Depository for the Certificates, collectively hereinafter referred to as the "Letter of Representations").

(vii) All transfers of beneficial ownership interests in each Certificate issued in book-entry form shall be limited in principal amount to Authorized Denominations and shall be effected by procedures by the Depository with the Participants for recording and transferring the ownership of beneficial interests in such Certificates.

(viii) In connection with any notice or other communication to be provided to the Holders pursuant to this Resolution by the City or Registrar with respect to any consent or other action to be taken by Holders, the Depository shall consider the date of receipt of notice requesting such consent or other action as the record date for such consent or other action; provided, that the City or the Registrar may establish a special record date for such consent or other action. The City or the Registrar shall, to the extent possible, give the Depository notice of such special record date not less than 15 calendar days in advance of such special record date to the extent possible.

(ix) Any successor Registrar in its written acceptance of its duties under this Resolution and any paying agency/registrar agreement, shall agree to take any actions necessary from time to time to comply with the requirements of the Letter of Representations.

(c) Termination of Book-Entry Only System. Discontinuance of a particular Depository's services and termination of the book-entry only system may be effected as follows:

(i) The Depository may determine to discontinue providing its services with respect to the Certificates at any time by giving written notice to the City and discharging its responsibilities with respect thereto under applicable law. The City may terminate the services of the Depository with respect to the Certificate if it determines that the Depository is no longer able to carry out its functions as securities depository or the continuation of the system of book-entry transfers through the Depository is not in the best interests of the City or the Beneficial Owners.

(ii) Upon termination of the services of the Depository as provided in the preceding paragraph, and if no substitute securities depository is willing to undertake the functions of the Depository hereunder can be found which, in the opinion of the City, is willing and able to assume such functions upon reasonable or customary terms, or if the City determines that it is in the best interests of the City or the Beneficial Owners of the Certificate that the Beneficial Owners be able to obtain certificates for the Certificates, the Certificates shall no longer be registered as being registered in the bond register in the name of the Nominee, but may be registered in whatever name or names the Holder of the Certificates shall designate at that time, in accordance with paragraph 10. To the extent that the Beneficial Owners are designated as the transferee by the Holders, in accordance with paragraph 10, the Certificates will be delivered to the Beneficial Owners.

(iii) Nothing in this subparagraph (c) shall limit or restrict the provisions of paragraph 10.

(d) Letter of Representations. The provisions in the Letter of Representations are incorporated herein by reference and made a part of the resolution, and if and to the extent any

such provisions are inconsistent with the other provisions of this resolution, the provisions in the Letter of Representations shall control.

3. Purpose. The Certificates shall provide funds to finance the acquisition of the Equipment. The total cost of the Equipment, which shall include all costs enumerated in Minnesota Statutes, Section 475.65, is estimated to be at least equal to the amount of the Certificates.

4. Interest. The Certificates shall bear interest payable semiannually on February 1 and August 1 of each year (each, an "Interest Payment Date"), commencing August 1, 2026, calculated on the basis of a 360-day year of twelve 30-day months, at the respective rates per annum set forth opposite the maturity years as follows:

<u>Maturity Year</u>	<u>Interest Rate</u>	<u>Maturity Year</u>	<u>Interest Rate</u>
2027	4.00%	2031	4.00%
2028	4.00	2032	4.00
2029	4.00	2033	4.00
2030	4.00		

5. Redemption. All Certificates maturing on February 1, 2032, and thereafter shall be subject to redemption and prepayment at the option of the City on February 1, 2031, and on any date thereafter at a price of par plus accrued interest. Redemption may be in whole or in part of the Certificates subject to prepayment. If redemption is in part, the maturities and the principal amounts within each maturity to be redeemed shall be determined by the City and if only part of the Certificates having a common maturity date are called for prepayment, the specific Certificates to be prepaid shall be chosen by lot by the Registrar. Certificates or portions thereof called for redemption shall be due and payable on the redemption date, and interest thereon shall cease to accrue from and after the redemption date. Mailed notice of redemption shall be given to the paying agent and to each affected registered holder of the Certificates not more than sixty (60) days and not fewer than thirty (30) days prior to the date fixed for redemption.

To effect a partial redemption of Certificates having a common maturity date, the Registrar prior to giving notice of redemption shall assign to each Certificate having a common maturity date a distinctive number for each \$5,000 of the principal amount of such Certificate. The Registrar shall then select by lot, using such method of selection as it shall deem proper in its discretion, from the numbers so assigned to the Certificates, as many numbers as, at \$5,000 for each number, shall equal the principal amount of the Certificates to be redeemed. The Certificates to be redeemed shall be the Certificates to which were assigned numbers so selected; provided, however, that only so much of the principal amount of each Certificate of a denomination of more than \$5,000 shall be redeemed as shall equal \$5,000 for each number assigned to it and so selected. If a Certificate is to be redeemed only in part, it shall be surrendered to the Registrar (with, if the City or Registrar so requires, a written instrument of transfer in form satisfactory to the City and Registrar duly executed by the Holder thereof or the Holder's attorney duly authorized in writing) and the City shall execute (if necessary) and the Registrar shall authenticate and deliver to the Holder of the Certificate, without service charge, a new Certificate or Certificates having the same stated maturity and interest rate and of any Authorized Denomination or Denominations, as

requested by the Holder, in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Certificate so surrendered.

6. Registrar. Bond Trust Services Corporation, in Minneapolis, Minnesota, is appointed to act as bond registrar and transfer agent with respect to the Certificates (the "Registrar"), and shall do so unless and until a successor Registrar is duly appointed, all pursuant to any contract the City any successor and Registrar shall execute which is consistent herewith. The Registrar shall also serve as paying agent unless and until a successor paying agent is duly appointed. Principal and interest on the Certificates shall be paid to the registered holders (or record holders) of the Certificates in the manner set forth in the form of Certificate and paragraph 12.

7. Form of Certificate. The Certificates, together with the Registrar's Certificate of Authentication, the form of Assignment and the registration information thereon, shall be in substantially the form attached hereto as Exhibit B:

8. Execution. The Certificates shall be in typewritten form, shall be executed on behalf of the City by the signatures of its Mayor and City Manager and be sealed with the seal of the City; provided, as permitted by law, both signatures may be photocopied facsimiles and the corporate seal has been omitted. In the event of disability or resignation or other absence of either officer, the Certificates may be signed by the manual or facsimile signature of the officer who may act on behalf of the absent or disabled officer. In case either officer whose signature or facsimile of whose signature shall appear on the Certificates shall cease to be such officer before the delivery of the Certificates, the signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if the officer had remained in office until delivery.

9. Authentication. No Certificate shall be valid or obligatory for any purpose or be entitled to any security or benefit under this resolution unless a Certificate of Authentication on such Certificate, substantially in the form hereinabove set forth, shall have been duly executed by an authorized representative of the Registrar. Certificates of Authentication on different Certificates need not be signed by the same person. The Registrar shall authenticate the signatures of officers of the City on each Certificate by execution of the Certificate of Authentication on the Certificate and by inserting as the date of registration in the space provided the date on which the Certificate is authenticated, except that for purposes of delivering the original Certificates to the Purchaser, the Registrar shall insert as a date of registration the date of original issue of August 12, 2025. The Certificate of Authentication so executed on each Certificate shall be conclusive evidence that it has been authenticated and delivered under this resolution.

10. Registration; Transfer; Exchange. The City will cause to be kept at the principal office of the Registrar a certificate register in which, subject to such reasonable regulations as the Registrar may prescribe, the Registrar shall provide for the registration of Certificates and the registration of transfers of Certificates entitled to be registered or transferred as herein provided.

Upon surrender for transfer of any Certificate at the principal office of the Registrar, the City shall execute (if necessary), and the Registrar shall authenticate, insert the date of registration (as provided in paragraph 9) of, and deliver, in the name of the designated transferee or transferees, one or more new Certificates of any Authorized Denomination or Denominations of a like

aggregate principal amount, having the same stated maturity and interest rate, as requested by the transferor; provided, however, that no Certificate may be registered in blank or in the name of "bearer" or similar designation.

At the option of the Holder, Certificates may be exchanged for Certificates of any Authorized Denomination or Denominations of a like aggregate principal amount and stated maturity, upon surrender of the Certificates to be exchanged at the principal office of the Registrar. Whenever any Certificates are so surrendered for exchange, the City shall execute (if necessary), and the Registrar shall authenticate, insert the date of registration of, and deliver the Certificates which the Holder making the exchange is entitled to receive.

All Certificates surrendered upon any exchange or transfer provided for in this resolution shall be promptly canceled by the Registrar and thereafter disposed of as directed by the City.

All Certificates delivered in exchange for or upon transfer of Certificates shall be valid general obligations of the City evidencing the same debt, and entitled to the same benefits under this resolution, as the Certificates surrendered for such exchange or transfer.

Every Certificate presented or surrendered for transfer or exchange shall be duly endorsed or be accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the Holder thereof or his, her or its attorney duly authorized in writing.

The Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of any Certificate and any legal or unusual costs regarding transfers and lost Certificates.

Transfers shall also be subject to reasonable regulations of the City contained in any agreement with the Registrar, including regulations which permit the Registrar to close its transfer books between record dates and payment dates. The City Manager, or other authorized official of the City, is hereby authorized to negotiate and execute the terms of said agreement.

11. Rights Upon Transfer or Exchange. Each Certificate delivered upon transfer of or in exchange for or in lieu of any other Certificate shall carry all the rights to interest accrued and unpaid, and to accrue, which were carried by such other Certificate.

12. Interest Payment; Record Date. Interest on any Certificate shall be paid on each Interest Payment Date by check or draft mailed to the person in whose name the Certificate is registered (the "Holder") on the registration books of the City maintained by the Registrar and at the address appearing thereon at the close of business on the fifteenth (15th) day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any such interest not so timely paid shall cease to be payable to the person who is the Holder thereof as of the Regular Record Date, and shall be payable to the person who is the Holder thereof at the close of business on a date (the "Special Record Date") fixed by the Registrar whenever money becomes available for payment of the defaulted interest. Notice of the Special Record Date shall be given by the Registrar to the Holders not less than ten (10) days prior to the Special Record Date.

13. Treatment of Registered Owner. The City and Registrar may treat the person in whose name any Certificate is registered as the owner of such Certificate for the purpose of

receiving payment of principal of and premium, if any, and interest (subject to the payment provisions in paragraph 12 above with respect to payment and record date) on such Certificate and for all other purposes whatsoever whether or not such Certificate shall be overdue, and neither the City nor the Registrar shall be affected by notice to the contrary.

14. Delivery; Application of Proceeds. The Certificates when so prepared and executed shall be delivered by the Finance Director to the Purchaser upon receipt of the purchase price, and the Purchaser shall not be obliged to see to the proper application thereof.

15. Fund and Accounts. There is hereby created a special fund to be designated the "General Obligation Equipment Certificates, Series 2025A Fund" (the "Fund") to be administered and maintained by the Finance Director as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the City. The Fund shall be maintained in the manner herein specified until all of the Certificates and the interest thereon have been fully paid. There shall be maintained in the Fund the following separate accounts:

(i) Capital Account. To the Capital Account there shall be credited the proceeds of the sale of the Certificates. From the Capital Account there shall be paid all costs and expenses of the acquisition of the equipment, including all costs incurred and to be incurred of the kind authorized in Minnesota Statutes, Section 475.65; and the moneys in the Capital Account shall be used for no other purpose except as otherwise provided by law; provided that the proceeds of the Certificates may also be used to the extent necessary to pay interest on the Certificates due prior to the anticipated date of commencement of the collection of taxes herein levied.

(ii) Debt Service Account. There are hereby irrevocably appropriated and pledged to, and there shall be credited to, the Debt Service Account: (a) any collections of all taxes heretofore, herein or hereafter levied for the payment of the Certificates and interest thereon; (b) all funds remaining in the Capital Account after the payment of all costs of acquisition of the Equipment; (c) all investment earnings on funds held in the Debt Service Account; and (d) any and all other moneys which are properly available and are appropriated by the governing body of the City to the Debt Service Account. The Debt Service Account shall be used solely to pay the principal and interest on the Certificates and any other general obligation certificates of the City hereafter issued by the City and made payable from said account as provided by law.

No portion of the proceeds of the Certificates shall be used directly or indirectly to acquire higher yielding investments or to replace funds which were used directly or indirectly to acquire higher yielding investments, except (i) for a reasonable temporary period until such proceeds are needed for the purpose for which the Certificates were issued and (ii) in addition to the above in an amount not greater than the lesser of five percent (5%) of the proceeds of the Certificates or \$100,000. To this effect, any proceeds of the Certificates and any sums from time to time held in the Capital Account or Debt Service Account (or any other City account which will be used to pay principal or interest to become due on the certificates payable therefrom) in excess of amounts which under then-applicable federal arbitrage regulations may be invested without regard to yield shall not be invested at a yield in excess of the applicable yield restrictions imposed by said arbitrage

regulations on such investments after taking into account any applicable "temporary periods" or "minor portion" made available under the federal arbitrage regulations. Money in the Fund shall not be invested in obligations or deposits issued by, guaranteed by or insured by the United States or any agency or instrumentality thereof if and to the extent that such investment would cause the Certificates to be "federally guaranteed" within the meaning of Section 149(b) of the Internal Revenue Code of 1986, as amended (the "Code").

16. Tax Levy; Coverage Test. To provide moneys for payment of the principal and interest on the Certificates there is hereby levied upon all of the taxable property in the City a direct annual ad valorem tax which shall be spread upon the tax rolls and collected with and as part of other general property taxes in the City for the years and in the amounts as follows:

<u>Year of Tax Levy</u>	<u>Year of Tax Collection</u>	<u>Amount</u>
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(See attached Exhibit C)

The tax levies are such that if collected in full they will produce at least five percent (5%) in excess of the amount needed to meet when due the principal and interest payments on the Certificates. The tax levies shall be irrevocable so long as the Certificates are outstanding and unpaid, provided that the City reserves the right and power to reduce the levies in the manner and to the extent permitted by Minnesota Statutes, Section 475.61, Subdivision 3.

17. General Obligation Pledge. For the prompt and full payment of the principal and interest on the Certificates, as the same respectively become due, the full faith, credit and taxing powers of the City shall be and are hereby irrevocably pledged. If the balance in the Debt Service Account is ever insufficient to pay all principal and interest then due on the Certificates and any other certificates payable therefrom, the deficiency shall be promptly paid out of any other funds of the City which are available for such purpose, and such other funds may be reimbursed with or without interest from the Debt Service Account when a sufficient balance is available therein.

18. Defeasance. When all Certificates have been discharged as provided in this paragraph, all pledges, covenants and other rights granted by this resolution to the registered holders of the Certificates shall, to the extent permitted by law, cease. The City may discharge its obligations with respect to any Certificates which are due on any date by irrevocably depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full; or if any Certificate should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit. The City may also discharge its obligations with respect to any prepayable Certificates called for redemption on any date when they are prepayable according to their terms, by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full, provided that notice of redemption thereof has been duly given. The City may also at any time discharge its obligations with respect to any Certificates, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in escrow, with a suitable banking institution qualified by law as an escrow agent for this purpose, cash or securities described in Minnesota Statutes, Section 475.67, Subdivision 8, bearing interest payable at such times and at such rates and maturing on such dates as shall be required, without regard to sale

and/or reinvestment, to pay all amounts to become due thereon to maturity or, if notice of redemption as herein required has been duly provided for, to such earlier redemption date.

19. Compliance with Reimbursement Regulations. The provisions of this paragraph are intended to establish and provide for the City's compliance with United States Treasury Regulations Section 1.150-2 (the "Reimbursement Regulations") applicable to the "reimbursement proceeds" of the Certificates, being those portions thereof which will be used by the City to reimburse itself for any expenditure which the City paid or will have paid prior to the Closing Date (a "Reimbursement Expenditure").

The City hereby certifies and/or covenants as follows:

(a) Not later than 60 days after the date of payment of a Reimbursement Expenditure, the City (or person designated to do so on behalf of the City) has made or will have made a written declaration of the City's official intent (a "Declaration") which effectively (i) states the City's reasonable expectation to reimburse itself for the payment of the Reimbursement Expenditure out of the proceeds of a subsequent borrowing; (ii) gives a general and functional description of the property, project or program to which the Declaration relates and for which the Reimbursement Expenditure is paid, or identifies a specific fund or account of the City and the general functional purpose thereof from which the Reimbursement Expenditure was to be paid (collectively the "Program"); and (iii) states the maximum principal amount of debt expected to be issued by the City for the purpose of financing the Program; provided, however, that no such Declaration shall necessarily have been made with respect to: (i) "preliminary expenditures" for the Program, defined in the Reimbursement Regulations to include engineering or architectural, surveying and soil testing expenses and similar prefatory costs, which in the aggregate do not exceed 20% of the "issue price" of the Certificates, and (ii) a *de minimis* amount of Reimbursement Expenditures not in excess of the lesser of \$100,000 or 5% of the proceeds of the Certificates.

(b) Each Reimbursement Expenditure is a capital expenditure or a cost of issuance of the Certificates or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Reimbursement Regulations.

(c) The "reimbursement allocation" described in the Reimbursement Regulations for each Reimbursement Expenditure shall and will be made forthwith following (but not prior to) the issuance of the Certificates, and not later than three years after the later of (i) the date of the payment of the Reimbursement Expenditure, or (ii) the date on which the Program to which the Reimbursement Expenditure relates is first placed in service.

(d) Each such reimbursement allocation will be made in a writing that evidences the City's use of Certificate proceeds to reimburse the Reimbursement Expenditure and, if made within 30 days after the Certificates are issued, shall be treated as made on the day the Certificates are issued.

Provided, however, that the City may take action contrary to any of the foregoing covenants in this paragraph upon receipt of an opinion of its bond counsel for the Certificates stating in effect that such action will not impair the tax-exempt status of the Certificates.

20. Continuing Disclosure. The City is the sole obligated person with respect to the Certificates. The City hereby agrees, in accordance with the provisions of Rule 15c2-12 (the "Rule"), promulgated by the Securities and Exchange Commission (the "Commission") pursuant to the Securities Exchange Act of 1934, as amended, and a Continuing Disclosure Undertaking (the "Undertaking") hereinafter described to:

(a) Provide or cause to be provided to the Municipal Securities Rulemaking Board (the "MSRB") by filing at www.emma.msrb.org in accordance with the Rule, certain annual financial information and operating data in accordance with the Undertaking. The City reserves the right to modify from time to time the terms of the Undertaking as provided therein.

(b) Provide or cause to be provided to the MSRB notice of the occurrence of certain events with respect to the Certificates in not more than ten (10) business days after the occurrence of the event, in accordance with the Undertaking.

(c) Provide or cause to be provided to the MSRB notice of a failure by the City to provide the annual financial information with respect to the City described in the Undertaking, in not more than ten (10) business days following such occurrence.

(d) The City agrees that its covenants pursuant to the Rule set forth in this paragraph and in the Undertaking is intended to be for the benefit of the Holders of the Certificates and shall be enforceable on behalf of such Holders; provided that the right to enforce the provisions of these covenants shall be limited to a right to obtain specific enforcement of the City's obligations under the covenants.

The Mayor and City Manager of the City, or any other officer of the City authorized to act in their place (the "Officers") are hereby authorized and directed to execute on behalf of the City the Undertaking in substantially the form presented to the City Council subject to such modifications thereof or additions thereto as are (i) consistent with the requirements under the Rule, (ii) required by the Purchaser of the Certificates, and (iii) acceptable to the Officers.

21. Certificate of Registration and Tax Levy. A certified copy of this resolution is hereby directed to be filed with the County Auditor of Ramsey County, Minnesota, together with such other information the County Auditor shall require and there shall be obtained from the County Auditor a certificate that the Certificates have been entered in the County Auditor's bond register, and that the tax levy required by law has been made.

22. Records and Certificates. The officers of the City are hereby authorized and directed to prepare and furnish to the Purchaser, and to the attorneys approving the legality of the issuance of the Certificates, certified copies of all proceedings and records of the City relating to the Certificates and to the financial condition and affairs of the City, and such other affidavits, certificates and information as are required to show the facts relating to the legality and marketability of the Certificates as the same appear from the books and records under their custody and control or as otherwise known to them, and all such certified copies, certificates and affidavits, including any heretofore furnished, shall be deemed representations of the City as to the facts recited therein

23. Negative Covenant as to Use of Proceeds and Equipment. The City hereby covenants not to use the proceeds of the Certificates or the equipment financed thereby, or to cause or permit them to be used, or to enter into any deferred payment arrangements for the cost of the equipment, in such a manner as to cause the Certificates to be "private activity bonds" within the meaning of Sections 103 and 141 through 150 of the Code.

24. Tax-Exempt Status of the Certificates; Rebate. The City shall comply with requirements necessary under the Code to establish and maintain the exclusion from gross income under Section 103 of the Code of the interest on the Certificates, including without limitation (i) requirements relating to temporary periods for investments, (ii) limitations on amounts invested at a yield greater than the yield on the Certificates, and (iii) the rebate of excess investment earnings to the United States if the Certificates (together with other obligations reasonably expected to be issued and outstanding at one time in this calendar year) exceed the small-issuer exception amount of \$5,000,000.

For purposes of qualifying for the exception to the federal arbitrage rebate requirements for governmental units issuing \$5,000,000 or less of bonds, the City hereby finds, determines and declares that (i) the Certificates are issued by a governmental unit with general taxing powers, (ii) no Certificate is a private activity bond, (iii) ninety-five percent (95%) or more of the net proceeds of the Certificates are to be used for local governmental activities of the City (or of a governmental unit the jurisdiction of which is entirely within the jurisdiction of the City), and (iv) the aggregate face amount of all tax-exempt bonds (other than private activity bonds) issued by the City (and all subordinate entities thereof, and all entities treated as one issuer with the City) during the calendar year in which the Certificates are issued and outstanding at one time is not reasonably expected to exceed \$5,000,000, all within the meaning of Section 148(f)(4)(D) of the Code.

25. Designation of Qualified Tax-Exempt Obligations; Issuance Limit. In order to qualify the Certificates as "qualified tax-exempt obligations" within the meaning of Section 265(b)(3) of the Code, the City hereby makes the following factual statements and representations:

- (a) the Certificates are issued after August 7, 1986;
- (b) the Certificates are not "private activity bonds" as defined in Section 141 of the Code;
- (c) the City hereby designates the Certificates as "qualified tax-exempt obligations" for purposes of Section 265(b)(3) of the Code;
- (d) the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds, treating qualified 501(c)(3) bonds as not being private activity bonds) which will be issued by the City (and all entities treated as one issuer with the City, and all subordinate entities whose obligations are treated as issued by the City) during this calendar year 2025 will not exceed \$10,000,000; and
- (e) not more than \$10,000,000 of obligations issued by the City during this calendar year 2025 have been designated for purposes of Section 265(b)(3) of the Code.

The City shall use its best efforts to comply with any federal procedural requirements which may apply in order to effectuate the designation made by this paragraph.

26. Official Statement. The Official Statement relating to the Certificates prepared and distributed by Ehlers is hereby approved and the officers of the City are authorized in connection with the delivery of the Certificates to sign such certificates as may be necessary with respect to the completeness and accuracy of the Official Statement.

27. Payment of Issuance Expenses. The City authorizes the Purchaser to forward the amount of Certificate proceeds allocable to the payment of issuance expenses to Wells Fargo Bank, San Francisco, California, on the closing date for further distribution as directed by Ehlers.

28. Severability. If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this resolution.

29. Headings. Headings in this resolution are included for convenience of reference only and are not a part hereof, and shall not limit or define the meaning of any provision hereof.

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

and the following voted against the same: _____

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF ROSEVILLE

I, the undersigned, being the duly qualified City Manager of the City of Roseville, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes relate to considering proposals for and authorizing the issuance of, \$1,790,000 General Obligation Equipment Certificates, Series 2025A of said City.

WITNESS my hand this 21st day of July, 2025.

City Manager

EXHIBIT A

BID TABULATION



BID TABULATION

\$1,880,000* General Obligation Equipment Certificates, Series 2025A

City of Roseville, Minnesota

SALE: July 21, 2025

AWARD: TD SECURITIES (USA) LLC

Rating: S&P Global Ratings "AAA" / Stable

Tax Exempt - Bank Qualified

NAME OF INSTITUTION	MATURITY (February 1)	COUPON RATE	REOFFERING YIELD	PRICE	TRUE INTEREST RATE
TD SECURITIES (USA) LLC New York, New York	2027	4.000%	2.610%	\$1,950,352.30	3.1136%
	2028	4.000%	2.570%		
	2029	4.000%	2.600%		
	2030	4.000%	2.700%		
	2031	4.000%	2.840%		
	2032	4.000%	3.040%		
	2033	4.000%	3.220%		
BAIRD Milwaukee, Wisconsin					3.1215%
STIFEL, NICOLAUS & COMPANY, INCORPORATED Birmingham, Alabama					3.1562%
HILLTOP SECURITIES Dallas, Texas					3.2119%
NORTHLAND SECURITIES, INC. Minneapolis, Minnesota					3.2148%

* Subsequent to bid opening the issue size was decreased to \$1,790,000.

Adjusted Price: \$1,857,217.80 Adjusted Net Interest Cost: \$267,594.42 Adjusted TIC: 3.1139%

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NAME OF INSTITUTION	TRUE INTEREST RATE
BROWNSTONE INVESTMENT GROUP, LLC New York, New York	3.2286%
RAYMOND JAMES & ASSOCIATES, INC. St. Petersburg, Florida	3.2474%

Bid Tabulation
City of Roseville, Minnesota
\$1,880,000* General Obligation Equipment Certificates, Series 2025A

July 21, 2025

Page 2

EXHIBIT B

FORM OF CERTIFICATE

UNITED STATES OF AMERICA
STATE OF MINNESOTA
RAMSEY COUNTY
CITY OF ROSEVILLE

R- _____ \$ _____

GENERAL OBLIGATION EQUIPMENT CERTIFICATE, SERIES 2025A

<u>INTEREST RATE</u>	<u>MATURITY DATE</u>	<u>DATE OF ORIGINAL ISSUE</u>	<u>CUSIP</u>
%	February 1, 20	August 12, 2025	

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT: _____ DOLLARS

KNOW ALL PERSONS BY THESE PRESENTS THAT THE CITY OF ROSEVILLE, RAMSEY COUNTY, MINNESOTA (the "Issuer"), certifies that it is indebted and for value received promises to pay to the registered owner specified above, or registered assigns, unless called for earlier redemption, in the manner hereinafter set forth, the principal amount specified above, on the maturity date specified above, and to pay interest thereon semiannually on February 1 and August 1 of each year (each, an "Interest Payment Date"), commencing August 1, 2026, at the rate per annum specified above (calculated on the basis of a 360-day year of twelve 30-day months) until the principal sum is paid or has been provided for. This Certificate will bear interest from the most recent Interest Payment Date to which interest has been paid or, if no interest has been paid, from the date of original issue hereof. The principal of and premium, if any, on this Certificate are payable upon presentation and surrender hereof at the principal office of Bond Trust Services Corporation, in Minneapolis, Minnesota (the "Registrar"), acting as paying agent, or any successor paying agent duly appointed by the Issuer. Interest on this Certificate will be paid on each Interest Payment Date by check or draft mailed to the person in whose name this Certificate is registered (the "Holder") on the registration books of the Issuer maintained by the Registrar and at the address appearing thereon at the close of business on the fifteenth day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any interest not so timely paid shall cease to be payable to the person who is the Holder hereof as of the Regular Record Date, and shall be payable to the person who is the Holder hereof at the close of business on a date (the "Special Record Date") fixed by the Registrar whenever money becomes available for payment of the defaulted interest. Notice of the Special Record Date shall be given to Holders not less than ten days prior to the Special Record Date. The principal of and premium, if any, and interest on this Certificate are payable in lawful money of the United States of America. So long as this Certificate is registered in the name of the Depository or its Nominee as provided in the

Resolution hereinafter described, and as those terms are defined therein, payment of principal of, premium, if any, and interest on this Certificate and notice with respect thereto shall be made as provided in the Letter of Representations, as defined in the Resolution. Until termination of the book-entry only system pursuant to the Resolution, Certificates may only be registered in the name of the Depository or its Nominee.

Optional Redemption. The Certificates of this issue (the "Certificates") maturing on February 1, 2032, and thereafter, are subject to redemption and prepayment at the option of the Issuer on February 1, 2031, and on any date thereafter at a price of par plus accrued interest. Redemption may be in whole or in part of the Certificates subject to prepayment. If redemption is in part, the maturities and the principal amounts within each maturity to be redeemed shall be determined by the Issuer; and if only part of the Certificates having a common maturity date are called for prepayment, the specific Certificates to be prepaid shall be chosen by lot by the Registrar. Certificates or portions thereof called for redemption shall be due and payable on the redemption date, and interest thereon shall cease to accrue from and after the redemption date. Mailed notice of redemption shall be given to the paying agent and to each affected registered holder of the Certificates not more than sixty (60) days and not fewer than thirty (30) days prior to the date fixed for redemption.

Prior to the date on which any Certificate or Certificates are directed by the Issuer to be redeemed in advance of maturity, the Issuer will cause notice of the call thereof for redemption identifying the Certificates to be redeemed to be mailed to the Registrar and all certificate holders, at the addresses shown on the Register. All Certificates so called for redemption will cease to bear interest on the specified redemption date, provided funds for their redemption have been duly deposited.

Issuance; Purpose; General Obligation. This Certificate is one of an issue in the total principal amount of \$1,790,000, all of like date of original issue and tenor, except as to number, maturity, interest rate, denomination, and redemption privilege, issued pursuant to and in full conformity with the Constitution and laws of the State of Minnesota and pursuant to a resolution adopted by the city council on July 21, 2025 (the "Resolution"), for the purpose of providing money to finance the acquisition of capital equipment for the Issuer. This Certificate is payable out of the General Obligation Equipment Certificates, Series 2025A Fund of the Issuer. This Certificate constitutes a general obligation of the Issuer, and to provide moneys for the prompt and full payment of its principal, premium, if any, and interest when the same become due, the full faith and credit and taxing powers of the Issuer have been and are hereby irrevocably pledged.

Denominations; Exchange; Resolution. The Certificates are issuable solely in fully registered form in Authorized Denominations (as defined in the Resolution) and are exchangeable for fully registered Certificates of other Authorized Denominations in equal aggregate principal amounts at the principal office of the Registrar, but only in the manner and subject to the limitations provided in the Resolution. Reference is hereby made to the Resolution for a description of the rights and duties of the Registrar. Copies of the Resolution are on file in the principal office of the Registrar.

Transfer. This Certificate is transferable by the Holder in person or by the Holder's attorney duly authorized in writing at the principal office of the Registrar upon presentation and

surrender hereof to the Registrar, all subject to the terms and conditions provided in the Resolution and to reasonable regulations of the Issuer contained in any agreement with the Registrar. Thereupon the Issuer shall execute and the Registrar shall authenticate and deliver, in exchange for this Certificate, one or more new fully registered Certificates in the name of the transferee (but not registered in blank or to "bearer" or similar designation), of an Authorized Denomination or Denominations, in aggregate principal amount equal to the principal amount of this Certificate, of the same maturity and bearing interest at the same rate.

Fees upon Transfer or Loss. The Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of this Certificate and any legal or unusual costs regarding transfers and lost Certificates.

Treatment of Registered Owners. The Issuer and Registrar may treat the person in whose name this Certificate is registered as the owner hereof for the purpose of receiving payment as herein provided and for all other purposes, whether or not this Certificate shall be overdue, and neither the Issuer nor the Registrar shall be affected by notice to the contrary.

Authentication. This Certificate shall not be valid or become obligatory for any purpose or be entitled to any security unless the Certificate of Authentication hereon shall have been executed by the Registrar.

Qualified Tax-Exempt Obligation. This Certificate has been designated by the Issuer as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen and to be performed, precedent to and in the issuance of this Certificate, have been done, have happened and have been performed, in regular and due form, time and manner as required by law, and that this Certificate, together with all other debts of the Issuer outstanding on the date of original issue hereof and the date of its issuance and delivery to the original purchaser, does not exceed any constitutional or statutory limitation of indebtedness.

IN WITNESS WHEREOF, the City of Roseville, Ramsey County, Minnesota, by its City Council has caused this Certificate to be executed on its behalf by the facsimile signatures of its Mayor and its City Manager, the corporate seal of the Issuer having been intentionally omitted as permitted by law.

Date of Registration:

Registrable by: BOND TRUST SERVICES
CORPORATION

Payable at: BOND TRUST SERVICES
CORPORATION

REGISTRAR'S CERTIFICATE
OF AUTHENTICATION

CITY OF ROSEVILLE
RAMSEY COUNTY, MINNESOTA

This Certificate is one of the
Certificates described in the
Resolution mentioned
within.

/s/ Facsimile
Mayor

BOND TRUST SERVICES
CORPORATION
Minneapolis, Minnesota
Registrar

/s/ Facsimile
City Manager

By: _____
Authorized Signature

ABBREVIATIONS

The following abbreviations, when used in the inscription on the face of this Certificate, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM - as tenants in common

TEN ENT - as tenants by the entireties

JT TEN - as joint tenants with right of survivorship and not as tenants in common

UTMA - _____ as custodian for _____

(Cust)

(Minor)

under the _____ Uniform Transfers to Minors Act
(State)

Additional abbreviations may also be used though not in the above list.

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____ the within Certificate and does hereby irrevocably constitute and appoint _____ attorney to transfer the Certificate on the books kept for the registration thereof, with full power of substitution in the premises.

Dated: _____

Notice: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Certificate in every particular, without alteration or any change whatever.

Signature Guaranteed:

Signature(s) must be guaranteed by a national bank or trust company or by a brokerage firm having a membership in one of the major stock exchanges or any other "Eligible Guarantor Institution" as defined in 17 CFR 240.17 Ad-15(a)(2).

The Registrar will not affect transfer of this Certificate unless the information concerning the transferee requested below is provided.

Name and Address: _____

(Include information for all joint owners if the Certificate is held by joint account.)

EXHIBIT C

TAX LEVY SCHEDULES

City of Roseville, Minnesota

\$1,790,000 General Obligation Equipment Certificates, Series 2025A

Tax Levy Schedule

Tax Levy Year	Tax Collect Year	Bond Pay Year	Total P+I	Net New D/S	P & I @105%	Net Levy
2024	2025	2026	-	-	-	-
2025	2026	2027	305,212.22	305,212.22	320,472.83	320,472.83
2026	2027	2028	303,600.00	303,600.00	318,780.00	318,780.00
2027	2028	2029	304,000.00	304,000.00	319,200.00	319,200.00
2028	2029	2030	304,000.00	304,000.00	319,200.00	319,200.00
2029	2030	2031	303,600.00	303,600.00	318,780.00	318,780.00
2030	2031	2032	302,800.00	302,800.00	317,940.00	317,940.00
2031	2032	2033	301,600.00	301,600.00	316,680.00	316,680.00
Total	-	-	\$2,124,812.22	\$2,124,812.22	\$2,231,052.83	\$2,231,052.83

Bond Data

Dated Date	8/12/2025
------------	-----------

July 21, 2025

SALE DAY REPORT FOR:

City of Roseville, Minnesota

**\$1,790,000 General Obligation Equipment
Certificates, Series 2025A**



Prepared by:

Ehlers
3001 Broadway Street, Suite 320
Minneapolis, MN 55413

Stacie Kvilvang,
Senior Municipal Advisor

Jason Aarsvold,
Senior Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

Competitive Sale Results

PURPOSE: For the purpose of financing the purchase of a new fire engine.

RATING: S&P Global Ratings "AAA" / Stable

NUMBER OF BIDS: 7

LOW BIDDER: TD Securities (USA) LLC, New York, New York

COMPARISON FROM LOWEST TO HIGHEST BID: (TIC as bid)

LOW BID:* 3.1136%

HIGH BID: 3.2474%

Summary of Sale Results:	
Principal Amount*:	\$1,790,000
Underwriter's Discount:	\$11,062
Reoffering Premium:	\$78,280
True Interest Cost:	3.1139%
Costs of Issuance:	\$55,590
Yield:	2.57%-3.22%
Total Net P&I	\$2,124,812

NOTES: Bond Trust Services Corporation, Minneapolis, Minnesota will serve as Paying Agent on the Certificates.

The Certificates maturing February 1, 2032 and thereafter are callable February 1, 2031 or any date thereafter.

* Subsequent to bid opening, the issue size was decreased to \$1,790,000.

CLOSING DATE: August 12, 2025

CITY COUNCIL ACTION: Adopt a resolution awarding the sale of \$1,790,000 General Obligation Equipment Certificates, Series 2025A.

SUPPLEMENTARY ATTACHMENTS

- Bid Tabulation
- Sources and Uses of Funds
- Updated Debt Service Schedules
- Rating Report

BID TABULATION

\$1,880,000* General Obligation Equipment Certificates, Series 2025A

City of Roseville, Minnesota

SALE: July 21, 2025

AWARD: TD SECURITIES (USA) LLC

Rating: S&P Global Ratings "AAA" / Stable

Tax Exempt - Bank Qualified

NAME OF INSTITUTION	MATURITY (February 1)	COUPON RATE	REOFFERING YIELD	PRICE	TRUE INTEREST RATE
TD SECURITIES (USA) LLC New York, New York	2027	4.000%	2.610%	\$1,950,352.30	3.1136%
	2028	4.000%	2.570%		
	2029	4.000%	2.600%		
	2030	4.000%	2.700%		
	2031	4.000%	2.840%		
	2032	4.000%	3.040%		
	2033	4.000%	3.220%		
BAIRD Milwaukee, Wisconsin					3.1215%
STIFEL, NICOLAUS & COMPANY, INCORPORATED Birmingham, Alabama					3.1562%
HILLTOPSECURITIES Dallas, Texas					3.2119%
NORTHLAND SECURITIES, INC. Minneapolis, Minnesota					3.2148%

* Subsequent to bid opening the issue size was decreased to \$1,790,000.

Adjusted Price: \$1,857,217.80 Adjusted Net Interest Cost: \$267,594.42

Adjusted TIC: 3.1139%

NAME OF INSTITUTION	TRUE INTEREST RATE
BROWNSTONE INVESTMENT GROUP, LLC New York, New York	3.2286%
RAYMOND JAMES & ASSOCIATES, INC. St. Petersburg, Florida	3.2474%

City of Roseville, Minnesota

\$1,790,000 General Obligation Equipment Certificates, Series 2025A

Sources & Uses

Dated 08/12/2025 | Delivered 08/12/2025

Sources Of Funds

Par Amount of Bonds	\$1,790,000.00
Reoffering Premium	78,280.00
Total Sources	\$1,868,280.00

Uses Of Funds

Total Underwriter's Discount (0.618%)	11,062.20
Costs of Issuance	55,590.00
Deposit to Project Construction Fund	1,801,627.80
Total Uses	\$1,868,280.00

City of Roseville, Minnesota

\$1,790,000 General Obligation Equipment Certificates, Series 2025A

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
08/12/2025	-	-	-	-	-
08/01/2026	-	-	69,412.22	69,412.22	-
02/01/2027	200,000.00	4.000%	35,800.00	235,800.00	305,212.22
08/01/2027	-	-	31,800.00	31,800.00	-
02/01/2028	240,000.00	4.000%	31,800.00	271,800.00	303,600.00
08/01/2028	-	-	27,000.00	27,000.00	-
02/01/2029	250,000.00	4.000%	27,000.00	277,000.00	304,000.00
08/01/2029	-	-	22,000.00	22,000.00	-
02/01/2030	260,000.00	4.000%	22,000.00	282,000.00	304,000.00
08/01/2030	-	-	16,800.00	16,800.00	-
02/01/2031	270,000.00	4.000%	16,800.00	286,800.00	303,600.00
08/01/2031	-	-	11,400.00	11,400.00	-
02/01/2032	280,000.00	4.000%	11,400.00	291,400.00	302,800.00
08/01/2032	-	-	5,800.00	5,800.00	-
02/01/2033	290,000.00	4.000%	5,800.00	295,800.00	301,600.00
Total	\$1,790,000.00	-	\$334,812.22	\$2,124,812.22	-

Yield Statistics

Bond Year Dollars	\$8,370.31
Average Life	4.676 Years
Average Coupon	4.0000000%
Net Interest Cost (NIC)	3.1969492%
True Interest Cost (TIC)	3.1139050%
Bond Yield for Arbitrage Purposes	2.8721415%
All Inclusive Cost (AIC)	3.8366377%

IRS Form 8038

Net Interest Cost	2.9295164%
Weighted Average Maturity	4.687 Years

City of Roseville, Minnesota

\$1,790,000 General Obligation Equipment Certificates, Series 2025A

Tax Levy Schedule

Tax Levy Year	Tax Collect Year	Bond Pay Year	Total P+I	Net New D/S	P & I @105%	Net Levy
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2029	2030	2031	303,600.00	303,600.00	318,780.00	318,780.00
2030	2031	2032	302,800.00	302,800.00	317,940.00	317,940.00
2031	2032	2033	301,600.00	301,600.00	316,680.00	316,680.00
Total	-	-	\$2,124,812.22	\$2,124,812.22	\$2,231,052.83	\$2,231,052.83

Bond Data

Dated Date	8/12/2025
Call Date	2/01/2031

City of Roseville, Minnesota

\$1,790,000 General Obligation Equipment Certificates, Series 2025A

Detail Costs Of Issuance

Dated 08/12/2025 | Delivered 08/12/2025

COSTS OF ISSUANCE DETAIL

Municipal Advisor	\$24,900.00
Bond Counsel (Taft Stettinius & Hollister LLP)	\$15,000.00
Rating Agency Fee (S&P)	\$14,500.00
Paying Agent (Bond Trust Services)	\$925.00
Ramsey County Fee	\$265.00
TOTAL	\$55,590.00

Research Update:

Roseville, MN Series 2025A GO Equipment Certificates Assigned 'AAA' Rating; Outlook Is Stable

July 16, 2025

Overview

- S&P Global Ratings assigned its 'AAA' rating to [Roseville](#), Minn.'s anticipated \$1.9 million series 2025A general obligation (GO) equipment certificates.
- At the same time, S&P Global Ratings affirmed its 'AAA' rating on Roseville's GO debt outstanding.
- The outlook is stable.
- The rating reflects the application of our "[Methodology For Rating U.S. Governments](#)," Sept. 9, 2024.

Rationale

Security

The city's full faith and credit pledge and ability to levy unlimited ad valorem property taxes secure the certificates and bonds outstanding. The city will use certificate proceeds to purchase a new electric fire engine. Certain of the city's GO bonds outstanding are also secured by water utility and tax increment revenue, but we rate those to the GO pledge, as bond provisions are insufficient to rate the other pledges.

Credit highlights

The rating reflects Roseville's growing tax base, prudent and robust financial practices and policies, and very strong available reserves, which we expect it will sustain in line with the 35%-50% of expenditures set as a minimum within its fund balance policy. The city's capital plan includes significant planned borrowings. Although we expect debt metrics will rise, we do not anticipate them increasing to levels that pressure the 'AAA' rating.

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The city is considering issuing about \$80 million in new debt over the next few years, with up to \$64 million in debt paid by a newly authorized 0.5% local sales tax to fund a public works maintenance and operations center, and up to about \$14 million for a new license and passport center. We expect total current costs will likely increase to about 20% of governmental fund revenue, with net direct debt per capita likely rising from very low current levels to more than \$2,500. The new sales tax revenue and the city's unrestricted levying capacity will enable it to absorb the new debt without pressuring the operating budget, and we do not expect the new debt to significantly burden the tax base.

The city's economy is anchored by the Roseville shopping center. The tax base is otherwise largely residential, with the suburb benefiting from its proximity to Minneapolis and St. Paul. Management indicates the shopping center continues to perform well, with minimal vacancies and strong activity. Rising expenditures in police and fire protection, along with some fluctuations in reported fair value changes for investments, have produced some volatility in recent financial results, which have been positive overall. The city expects to outperform its balanced fiscal 2025 budget, primarily because it has budgeted full staffing for certain positions it does not plan to fill. Roseville's annually updated 10-year operating forecast shows a growing general fund balance over the next decade, which we view as reasonable given the city's track record, tax base, and revenue-raising powers.

Key credit factors include the following:

- The stable economy, with a diverse mix of residential and commercial uses, benefits from its location within the Twin Cities metropolitan area and demonstrates strong property value growth in recent years.
- We expect financial performance will remain balanced overall, supported by a stable revenue mix reliant on property taxes, a prudent approach to budgeting, and strong revenue-raising powers. The city plans to maintain available reserves in line with its fund balance policy.
- The city's strong financial policies and planning practices include quarterly budget-to-actual reports to council; a robust and annually updated 10-year operating forecast and 20-year capital improvement plan; and formal debt, investment, and fund balance policies, the latter setting a minimum balance of 35%-50% of budgeted expenditures.
- We expect the debt burden to increase materially from current low levels, with planned issuances over the next few years. However, we expect the city's debt load will be manageable given, in part, the newly authorized sales and use tax that will pay the public works bond debt service.
- Pension obligations are well funded, with limited pressure, as pension and other postemployment benefits obligations are small on a per capita basis and annual costs are manageable.
- For more information on our institutional framework assessment for Minnesota cities, see ["Institutional Framework Assessment: Minnesota Local Governments,"](#) Sept. 10, 2024.

Environmental, social, and governance

We have analyzed the city's environmental, social, and governance factors and consider them credit neutral.

Rating above the sovereign

The city's GO bonds are eligible to be rated above the sovereign because we believe the city can maintain better credit characteristics than the nation in a stress scenario. Under our criteria, "[Ratings Above The Sovereign--Corporate And Government Ratings: Methodology And Assumptions](#)," Nov. 19, 2013, U.S. local governments are considered to have moderate sensitivity to national risk. The institutional framework in the U.S. is predictable for local governments, allowing them significant autonomy, independent treasury management, and no history of government intervention.

Outlook

The stable outlook reflects our expectation that the city will maintain generally balanced operations, supported by its prudent multiyear financial planning, and a strong and diverse tax base. It further reflects our expectation that the city's debt burden will increase but remain manageable, given the scale of current borrowing plans.

Downside scenario

We could lower the rating if the city unexpectedly issues a larger-than-anticipated amount of additional debt that leads to a substantial increase in debt metrics to levels we no longer view as supportive of the current rating.

Roseville, Minnesota--credit summary

Institutional framework (IF)	1
Individual credit profile (ICP)	1.70
Economy	1.5
Financial performance	2
Reserves and liquidity	1
Management	1.00
Debt and liabilities	3.00

Roseville, Minnesota--key credit metrics

	Most recent	2024	2023	2022
Economy				
Real GCP per capita % of U.S.	123	--	123	123
County PCPI % of U.S.	99	--	99	100
Market value (\$000s)	7,090,754	7,090,754	6,792,089	6,225,738
Market value per capita (\$)	196,687	196,687	188,402	168,050
Top 10 taxpayers % of taxable value	10.1	10.1	10.7	12.5
County unemployment rate (%)	3.0	2.9	2.6	2.5
Local median household EBI % of U.S.	109	--	109	106
Local per capita EBI % of U.S.	115	--	115	112
Local population	36,051	--	36,051	37,047
Financial performance				
Operating fund revenues (\$000s)	--	23,773	23,507	17,910
Operating fund expenditures (\$000s)	--	23,666	21,911	19,769

Roseville, Minnesota--key credit metrics

	Most recent	2024	2023	2022
Economy				
Net transfers and other adjustments (\$000s)	--	(227)	783	210
Operating result (\$000s)	--	(120)	2,379	(1,649)
Operating result % of revenues	--	(0.5)	10.1	(9.2)
Operating result three-year average %	--	0.1	2.7	3.0
Reserves and liquidity				
Available reserves % of operating revenues	--	41.8	37.8	45.4
Available reserves (\$000s)	--	9,930	8,874	8,132
Debt and liabilities				
Debt service cost % of revenues	--	4.9	5.1	5.1
Net direct debt per capita (\$)	384	332	391	446
Net direct debt (\$000s)	13,838	11,958	14,103	16,527
Direct debt 10-year amortization (%)	100	100	--	--
Pension and OPEB cost % of revenues	--	5.0	5.0	5.0
NPLs per capita (\$)	--	363	511	1,052
Combined NPLs (\$000s)	--	13,069	18,410	38,982

Financial data may reflect analytical adjustments and are sourced from issuer audit reports or other annual disclosures. Economic data is generally sourced from S&P Global Market Intelligence, the Bureau of Labor Statistics, Claritas, and issuer audits and other disclosures. Local population is sourced from Claritas. Claritas estimates are point in time and not meant to show year-over-year trends. GCP--Gross county product. PCPI--Per capita personal income. EBI--Effective buying income. OPEB--Other postemployment benefits. NPLs--Net pension liabilities.

Ratings List

New Issue Ratings

US\$1,880,000 City of Roseville, Minnesota, General Obligation Equipment Certificates, Series 2025A, dated: Date of delivery, due: February 01, 2033

Long Term Rating AAA/Stable

Ratings Affirmed

Local Government

Roseville MN Unlimited Tax & Water Sewer Revenue AAA/Stable

Roseville, MN Unlimited Tax General Obligation AAA/Stable

Roseville, MN Unlimited Tax General Obligation and Dist 17 Tax Increment Revenues AAA/Stable

The ratings appearing below the new issues represent an aggregation of debt issues (ASID) associated with related maturities. The maturities similarly reflect our opinion about the creditworthiness of the U.S. Public Finance obligor's legal pledge for payment of the financial obligation. Nevertheless, these maturities may have different credit ratings than the rating presented next to the ASID depending on whether or not additional legal pledge(s) support the specific maturity's payment obligation, such as credit enhancement, as a result of defeasance, or other factors.

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at <https://disclosure.spglobal.com/ratings/en/regulatory/ratings-criteria> for further information. A description of each of S&P Global Ratings' rating categories is contained in "S&P Global Ratings Definitions" at <https://disclosure.spglobal.com/ratings/en/regulatory/article/-/view/sourceid/504352>. Complete ratings information is available to RatingsDirect subscribers at www.capitaliq.com. All ratings referenced herein can be found on S&P Global Ratings' public website at www.spglobal.com/ratings.

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ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 7/21/2025

Item No.: 7.c.

Department Approval



City Manager Approval



Item Description: Consider Approval of Aldine ROW Vacation

Background

At the June 16, 2025 City Council meeting, the Council considered the City-initiated proposed vacation of Aldine right-of-way (ROW) between Roselawn Avenue and Ryan Avenue, but took no action. After the meeting on June 16, 2025, adjacent residents to this ROW signed a valid petition to vacate the ROW (Attachment 2). This changes the vote required from a super majority vote (4/5ths) to a simple majority vote (3/5ths). Since this is now a petitioned vacation request, a new mailing notice was sent out and a new public hearing is required.

As indicated at the previous Council meeting, the right-of-way to be vacated is only the 30-foot ROW that was dedicated through the Plat of Mid Oaks in 1938. The Ramsey County Recorder's Office confirmed that the 20 feet west of the Aldine right-of-way where city utilities are located is private property. Attachment 8 is a survey exhibit that the City's surveyor completed after the last Council meeting. It shows where the City ROW is, where the informal pathway is located in relation to the ROW, and where City utilities are. The survey confirms that much of the existing pathway is on private property. As indicated previously, the City will likely need to acquire utility easements at a future date from two property owners.

As discussed at the June 16 meeting, staff developed a feasibility memo (Attachment 6) on the ROW corridor to see if a pathway could be installed. The memo documents that a pathway, either a concrete sidewalk or a bituminous trail, could be installed within the ROW. Based on the current 30 feet of ROW, there would be adequate room to install a pathway but there would be significant impact to trees due to necessary grading. The pathway would be 590 feet in length and provide a trail connection at a ¼ mile spacing instead of the ½ mile spacing between Fairview and Snelling. A pathway would provide shorter connections between neighborhoods and the Roselawn pathway. Without the connection, the walk is approximately 1,900 feet (~3.3x) further via Fairview Avenue or approximately 2,700 feet (~5x) further via Snelling Avenue. The cost to install a pathway would range from \$84,000 to \$177,000 plus additional costs for crosswalk treatments, if enhancements were determined to be needed. Based on Pathway Master Plan scoring criteria, the preference points are 7. The current plan has pathway scores that go from 5-25, so this is on the lower end.

To further address questions about potentially using this ROW as a city park, Attachment 7 is a memo from the City Attorney which describes her recommendations.

Meeting minutes from the June 16 meeting are included as Attachment 4. Additional comments received since that meeting are included as Attachment 5.

The vacation resolution was publicly noticed in the newspaper on July 2, 2025 and July 9, 2025, and a mailing to the affected residents postmarked July 9, 2025, per State Statute requirements. Affidavits of Publication and Mailing are available in the office of the City Engineer. Since this is a new petitioned vacation instead of the City-led vacation process held previously, a new official public hearing is required.

If the right-of-way is vacated, the area will revert to the underlying property owners which, in this case, are the residents directly to the east, while utility easements would be retained over the vacated area. 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 with regard to vegetation control and debris management.

Since this is a new petitioned vacation, a simple majority or three-fifths vote is required to approve vacation of this right-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

Although the ROW is currently not dedicated as a pathway segment, if the corridor is not improved as a pathway, current non-motorized users will be more negatively impacted due to the longer distances required to be travelled. If the ROW is improved, it will meet ADA requirements and it will be more accessible to all users.

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.

If the council decides to install a pathway in the ROW, there will be future pathway costs.

Staff Recommendations

Staff recommends that the City Council approve one of the following actions:

1. Motion to approve resolution vacating Aldine Street Right-of-Way.
 - a. Only a utility easement would be retained. No pathway could be installed.
2. Motion to approve retaining right-of-way and designate a public pathway and to update the Pathway Master Plan.
 - a. This would retain the right-of-way for a future pathway and would be added to the Pathway Master Plan. It does not give authorization to construct the

83 pathway. The determination when to construct the pathway, how to construct
84 the pathway and how to fund it would be made at a future date.

85
86 If the vacation is not approved, and no other motion is made and approved, the status of
87 the Aldine ROW will remain as-is. This defers future use of this right-of-way to a future
88 date.

89
90 **Requested Council Action**

91 Consider approval of a resolution approving the right-of-way vacation of a portion of Aldine
92 Street that is located between the properties located adjacent to the properties located at
93 77 Mid Oaks Lane, 85 Mid Oaks Lane, 87 Mid Oaks Lane, 89 Mid Oaks Lane, 91 Mid Oaks
94 Lane, and 93 Mid Oaks Lane in the plat of Mid Oaks. [Attachment 1]

95
96 A three-fifths vote is required for approval of the resolution, as the vacation is petitioned.

97
98 Alternative action

- 99 • Consider a motion to approve retaining right-of-way and designate a public pathway
100 and to update the Pathway Master Plan.

101
102 If the vacation is not approved, and no other motion is made and approved, the status of
103 Aldine ROW will remain as-is.

104
105 **Prepared by:** Jesse Freihammer, Public Works Director

- Attachments:**
- 1. Resolution
 - 2. Vacation Petition
 - 3. Map of Vacation Area
 - 4. July 16, 2025 Meeting Minutes Excerpt
 - 5. Comments received after July 16, 2025 Council Meeting
 - 6. Pathway Feasibility Memo
 - 7. Use of ROW Memo from City Attorney
 - 8. Existing Conditions Survey
 - 9. Pathway Master Plan
 - 10. Presentation

**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 July, 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 adjacent to 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

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, a petition from adjacent property owners has been filed with the City of Roseville requesting the vacation of Aldine street as described in Exhibit A; 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 July, 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 adjacent to 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 is hereby vacated, with the exception that an easement for utility purposes within the vacated area is reserved.

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 July, 2025, with the original thereof on file in my office.

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

Depiction of the Vacated Area



PETITION FOR VACATION
Public Works/Engineering Department
2660 Civic Center Drive
Roseville, MN 55113
Phone: 651-792-7004

We, the undersigned property owners, hereby petition the City Council of Roseville to vacate the following:

(Circle all that apply.) STREET ALLEY EASEMENT PROPERTY
 Described as: The portion of Aldine Street that lies adjacent to
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.

NAME (Print Please)	ADDRESS	SIGNATURE
1. Richard McGehee	77 Mid Oaks Lane	Richard McGehee
2. Tamara McGehee	85 Mid Oaks Ln.	Tamara McGehee
3. Tom Burrell	87 Mid Oaks Ln	Tom Burrell
4. Sara Quinn	89 Mid Oaks Ln	Sara Quinn
5. Melinda Erickson	93 Mid Oaks Ln	Melinda Erickson
6. Rachel Brown	1705 Roselean Ave W	Rachel Brown
7. Hanna Connor	91 Mid Oaks Lane	Hanna Connor
8. Shawn Cha	1706 Ryan Ave W	Shawn Cha
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		

I (Print Name) Melinda Erickson circulated the foregoing petition and the signatures affixed to said petition were affixed in my presence. . . and are the true signatures of the persons therein listed. The petitioned signatures (circle one) do do not represent a majority of the owners of land abutting the proposed vacation request.

Melinda Erickson 6/18/25
 Signature of Petitioner and Date

The Aldine Street right-of-way (ROW) was established in 1938 as part of the Mid Oaks Plat, with legal description *The portion of Aldine Street that lies adjacent to 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*. The planned road segment was never built, and the City has no current or future plans to build a road. In fact, City staff identified this ROW back in 2022 as one of many ROW no longer necessary for public benefit, so the City proposed it for vacation (Figure 1).

The City Council had the opportunity to take action regarding the ROW at its June 16, 2025, meeting. The City Council did not vote in favor of the proposal to vacate the ROW, which required a supermajority vote to approve. Staff presented an alternative option: direct City staff to add the segment to the City of Roseville Pathway Master Plan. The City Council did not take this action, nor did it direct staff to take any other action to delineate a public benefit of the ROW segment. The June 16 City Council vote completed the city-initiated ROW vacation process.

For the June 16 meeting, City staff prepared a feasibility memo regarding the potential for path installation in the ROW. The staff memo provided various facts, including the following:

- This segment is not in the Pathway Plan.
- Because there are existing paths along both Fairview and Snelling, Pathway Plan path spacing goals are already met.
- Constructing a path that meets Pathway Plan standards would remove dozens of mature trees and could harm remaining trees.
- Preliminary cost estimates for path construction range up to \$177,000, excluding costs for required enhancements to create a safe crossing at Roselawn.
- The segment scored very low (7 in a range of 5-25), placing it 71-75 in a list of 79 in an ordered list of rankings. The score was calculated by City staff using the Pathway Plan ranking criteria and process.

Owners of all 8 abutting properties are in favor of this ROW vacation request and signed the Petition for Vacation. As noted in the staff memo, ROW vacation would help with confusion and disagreements over how the right-of-way area should be maintained with regard to vegetation control and debris management. We abutting property owners would appreciate clarity regarding use of and responsibilities for the segment.

Using the City's own plans, processes, and criteria, this ROW segment is not needed for City purposes. We therefore petition the City through this owner-initiated request to vacate the Aldine ROW, retaining utility easements (Figure 2).

Thank you.



Figure 2. Utilities in and near the Aldine Street right-of-way. Red depicts storm sewer location, and orange depicts sanitary sewer location.

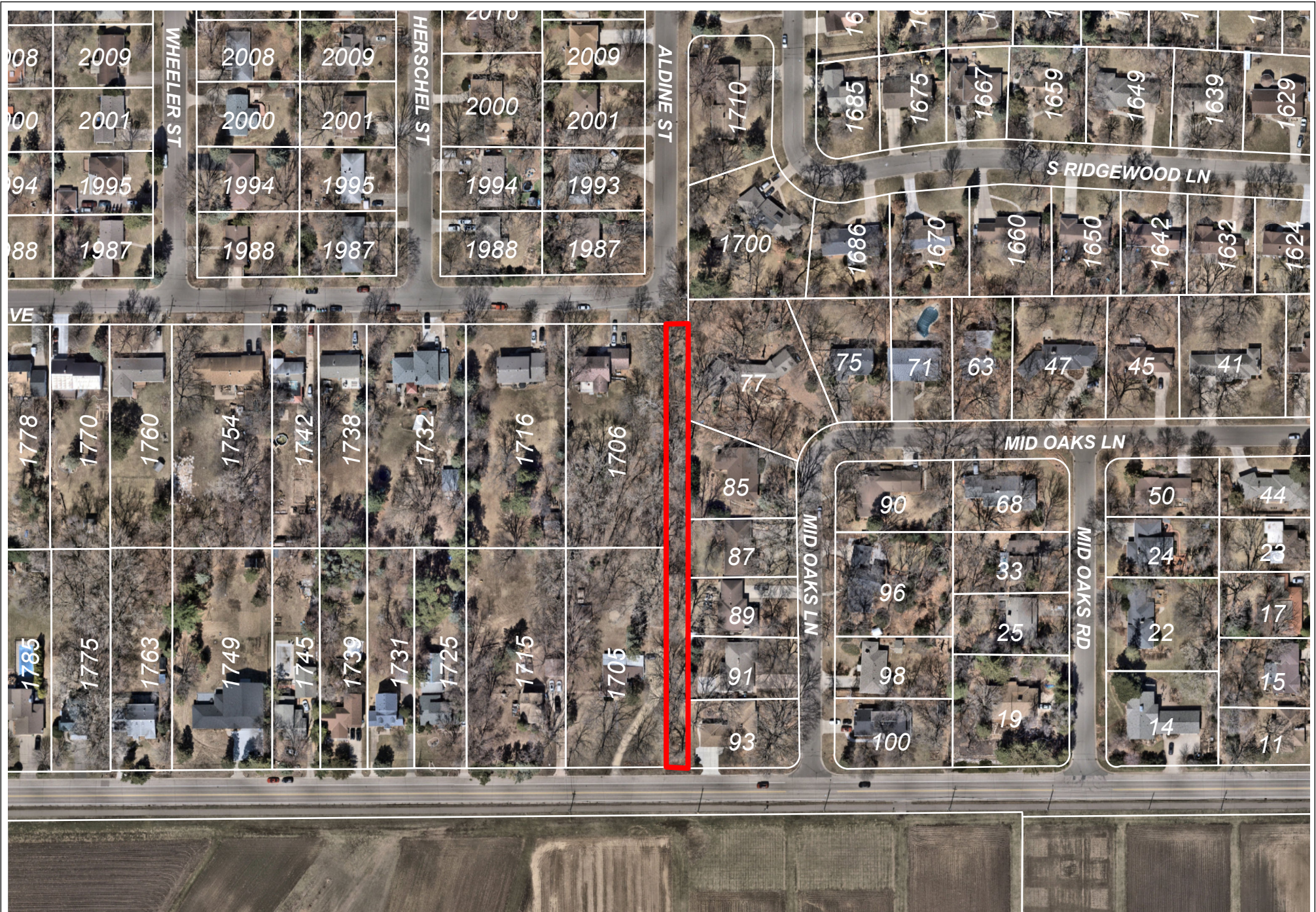


Exhibit V: Aldine Ave Right-of-Way Vacation



Prepared by:
Engineering Department
May 21, 2025



Right-of-Way Vacation Area

Data Sources and Contacts:
* Ramsey County GIS Base Map (5/1/25)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
2660 Civic Center Drive, Roseville MN

DISCLAIMER:
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) data used to prepare this map are error free, and the City does not represent that the GIS data are fit for use for engineering, planning or any other purpose requiring accurate measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-725-1075. The user assumes all liability for any damages, and agrees to release, defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.

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





Regular City Council Meeting Minutes
City Hall Council Chambers, 2660 Civic Center Drive
Monday, June 16, 2025

1. Roll Call

Mayor Roe called the meeting to order at approximately 6:00 p.m. Voting and Seating Order: Schroeder, Groff, Bauer, Strahan, and Roe. City Manager Patrick Trudgeon and City Attorney Rachel Tierney were also present.

2. Pledge of Allegiance

Mayor Roe acknowledged the tragic murder of former Speaker of the House Melissa Hortman and her husband Mark, as well as the shooting of Senator Hoffman and his wife, who miraculously survived.

A moment of silent reflection was observed.

3. Approve Agenda

Groff moved, Schroeder seconded, approval of the agenda as presented.

Roll Call

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

Nays: None.

4. Public Comment

Mayor Roe called for public comments by audience members on non-agenda items. No one came forward to speak.

5. Recognitions, Donations, and Communications

a. Proclaim July 2025 Parks and Recreation Month

Mayor Roe read the proclamation for Parks and Recreation Month. The proclamation highlights the importance of parks and recreation in promoting community health, economic prosperity, and environmental well-being.

Strahan moved, Groff seconded, proclaiming July 2025 Parks and Recreation Month.

Council Discussion

Councilmember Strahan thanked Mr. Matt Johnson, Director of Parks, for his continued attentiveness to the public and his sensitivity to everyone's needs. She pointed out that on Saturday or Sunday afternoons, anyone can visit a park, and the

Mayor Roe suggested that Nine North should keep considering appropriate policies for video content, especially as AI technology progresses. He thanked Mr. Ongstad for the presentation.

b. Consider Approval of Aldine ROW Vacation

Public Works Director Jesse Freihammer briefly highlighted this item as detailed in the Request For Council Action and related attachments dated June 16, 2025.

Mr. Freihammer provided background on the Aldine right-of-way vacation, noting that the city owns only the eastern 30 feet of the right-of-way. He explained that the feasibility report indicated constructing a pathway would impact numerous trees and cost between \$84,000 and \$177,000.

Councilmember Groff asked whether city staff had been going through Roseville to identify pieces of land that have not been used or connected, and that the Council has been initiating some of those.

Mr. Freihammer explained that back in 2022, the staff submitted a list to the council of properties the city wanted to vacate, and this right-of-way was included on that list. This marked the fifth phase of right-of-way vacations brought back for review.

Councilmember Groff explained that when this item was first presented, the city was unaware of the pathway.

Mr. Freihammer indicated that it was correct. The city was not aware of an existing pathway, which was not identified on the pathway master plan.

Councilmember Strahan asked Mr. Freihammer if he could confirm whether a pathway had been cut there for a potential path.

Mr. Freihammer indicated that on the north side of Ryan, there is a curb cut, but he did not have any history about why it exists. However, it was probably done in the 90s when the road was redone.

Councilmember Schroeder asked if the city were to proceed with the pathway, a number of mature trees would have to be removed.

Mr. Freihammer indicated that it was correct. Creating any type of improved pathway there would impact the trees, resulting in significant tree loss.

Mayor Roe sought clarification on the impact of asphalt on tree health, even if no trees would be removed.

Mr. Freihammer explained that, depending on the type of tree, some trees are more susceptible than others. If the city were to improve the pathway, it would need to

meet ADA requirements and be leveled to some degree, which would also impact the trees.

Councilmember Strahan asked for confirmation on whether any items in the pathway could obstruct it, such as semi-permanent fixtures, fences, and the like.

Mr. Freihammer explained that he had walked that corridor once, and a complete survey had not been conducted, so he did not know for certain, but he thought there were probably some encroachments.

Councilmember Bauer asked which side of the street the public utilities are on and whether the city needs to secure them.

Mr. Freihammer explained that the city has a sanitary line running along most of the corridor and a storm sewer that spans the entire length of the corridor. He noted that these are located within the existing twenty feet. He also indicated that staff will need to collaborate with the City Attorney on a process to ensure the city secures those easements.

Mayor Roe asked if the city also has any utilities in the thirty-foot segment.

Mr. Freihammer explained that the city lacked utilities in that corridor, but there are power lines and other semi-public utilities. This is why there is a thirty-foot easement retained in the proposed vacation resolution: to access those utilities.

Mayor Roe opened the floor for public comment and explained the rules, with Councilmember Strahan emphasizing the need for civility from everyone.

Public Comment

Ms. Anne Lottie, 90 Mid Oaks Lane

Ms. Lottie shared her family's experience and conveyed a message of unity and hope regarding the path issue at hand. She indicated that she had mixed feelings and could empathize with both sides. She noted that her family uses the path regularly and has friends and neighbors who live along it. She found it sad to see the tight-knit community become divided, as the path has been connecting people and neighbors for decades. She addressed safety concerns regarding the children who walk the path, as well as the sense of community that surrounds it. She also discussed the environmental impact of paving the pathway and mentioned that a less formal option, such as a natural footpath or low-impact pathway, could be constructed. She advocated for some form of compromise. She explained that the Aldine path has contributed to the community's fabric and connections for decades. She urged the council to maintain the right-of-way as it is for now, hoping for a plan that preserves an informal, quiet, natural footpath.

Ms. Eleni Skevas, 17 Mid Oaks Lane

Ms. Skevas addressed the council and thanked Ms. Lottie for her excellent presentation. She also advocated for the city to maintain the right-of-way and highlighted that the footpath provides access to Evergreen Park and Brimhall, making it a lovely walk for the community.

Mr. Joe Donaghue, 1642 Ridgewood Lane South

Mr. Donaghue explained that he uses the pathway twice a day and has done so for years, since he discovered it while walking his dogs. He thought it was a wonderful pathway filled with nature, and he enjoyed it. He agreed with the previous speakers.

Ms. Mary Bland, 1639 Ridgewood Lane

Ms. Bland indicated that she has been walking the pathway for between 40 and 50 years and feels it is a little piece of heaven. She hopes the council will consider preserving it for future generations to enjoy as well.

Mr. Andrew Rehmann, 44 Mid Oaks Lane

Mr. Rehmann stated that he has been using the pathway since 1994. He mentioned having a five-year-old son who will start at Brimhall, and he is looking forward to his son being able to use the path. He indicated that he used the pathway as a child and hopes his children will have the same opportunity.

Mr. Art Quinn, 89 Mid Oaks Lane

Mr. Quinn indicated that he supported keeping the path. He explained that he didn't mind people walking up and down it. He noted that he would consider the idea of a natural path because he didn't want trees to be removed for a paved pathway.

Ms. Olivia Gault, 2021 Herschel Street

Ms. Gault stated that she spoke at the last meeting in support of maintaining a natural pathway. She expressed her surprise at the animosity toward people using the path. She explained that she and two other neighbors collected 98 signatures from fellow residents in just one week, asking to preserve the path.

Mr. Kyle Fitzwater, 32 Mid Oaks Lane

Mr. Fitzwater indicated that he and his husband have lived at 32 Mid Oaks Lane for the past 21 years. He urged the council to vote against vacating the land in question. He explained that generations of families have come to rely on the access and use of the pathway. The path has become a safe alternative that allows adults, children, and pets to avoid traffic. The path is a neighborhood asset and serves many residents and neighbors.

Ms. Michelle Pribyl, 1738 Skillman Ave

Ms. Pribyl explained she was at the meeting to speak in favor of not vacating the pathway. She frequently uses the trail to walk her dog and enjoy a beautiful stroll in the neighborhood. They appreciate the woodland path as it is and support keeping it as an informational pathway while preserving as many trees as possible.

Ms. Carla Lewis, 71 Mid Oaks Lane

Ms. Lewis indicated that she lives in the neighborhood and considers herself a neutral party. Her concern is that there is considerable confusion regarding what will happen with the pathway. She mentioned that some residents who do not use the path and do not have dogs are worried about its appearance. She understands that for liability reasons, there may need to be pavement, maintenance, and additional liability considerations. She would like to know what the pathway will look like and how it will impact those who live very close and own property adjacent to it.

Mr. Kevin Watson, 2001 Aldine Street

Mr. Watson explained he lived three doors up from the start of the path. He has three kids, a large dog, and uses the path frequently. He understood that many people use the path and enjoy it, but he thought they have to think about the people who are coming with new development in the area, and he thought it would be a nice connection to a neighborhood to connect with people or places that are across Roselawn.

Mr. Tim Brown, 93 Mid Oaks Lane

Mr. Brown indicated that he attended the meeting a couple of months ago and was one of the adjacent property owners who, for several reasons, prefer the vacation of the right-of-way. He explained that one of his concerns was about the talk of a “magical dirt trail” and how it would become an amenity the city planned to engage in and take responsibility for, but it might not be suitable for everyone unless it was ADA compliant. He believed the Council needed to consider that whatever is approved should be accessible to people in wheelchairs and those with limited mobility. He noted that many bikers zoomed through the trail, which raised safety concerns for pedestrians. He believed that making the pathway ADA compliant and ensuring a safe connection at Roselawn was necessary for public safety.

Ms. Cindy Gallaher, 2009 Herschel Street

Ms. Gallaher indicated that she attended the last meeting and believed that, regarding ADA compliance, the pathway could use crushed rubber or limestone instead of asphalt, as this would have a less significant impact on the area.

Ms. Mindy Erickson, 93 Mid Oaks Lane

Ms. Erickson asked the Council to vote to vacate the Aldine Street right-of-way. She indicated that the right-of-way was established about seven decades ago for a street that was never built and was identified by city staff in 2022 as no longer necessary for public benefit. This segment is not included in the Roseville pathway plan because it is approximately a quarter mile from existing paths along both Fairview and Snelling, and the existing path spacing already meets the layout goals. In addition to deviating from layout norms, a city path on this right-of-way could create a peculiar singular deviation from path location norms. It would create the first and only city path situated between eight residential properties. The segment

ranks very low when all city path priorities are taken into account. She asked the council to vote for the original city proposal, which included the complete vacation of the Aldine Street right-of-way.

Ms. Rachel Brown, 1705 Roselawn Avenue West

Ms. Brown believed the staff did an excellent job presenting the two options and explaining the reasoning behind the vacation. However, she found the pathway to be intrusive, noting that part of it crosses private property. She agreed that if the pathway were to be constructed, it should be done correctly and made ADA accessible.

Ms. Sherri Middendorf, 87 Mid Oaks Lane

Ms. Middendorf indicated that her property abuts the path and that she supports the vacation because much of the path currently runs on private property. Rerouting the path would disrupt a lot of the tree canopy that everyone cherishes.

Mr. Joe Pribyl, 1738 Skillman Avenue

Mr. Pribyl requested that the city consider a broader context. There is a nice right-of-way between Aldine and Roselawn. Still, there is also a network of other right-of-ways in the neighborhood that work in conjunction with this one, making the area more walkable and inherently safer, especially when pedestrians and those using these walkways do not have to share a surface with motorists. He concurred with all the comments regarding what contributes to the greatest good achievable with the available resources. He acknowledged the need for ADA compliance but believed it unnecessary to engage in further discussion about the idea that if it were not ADA compliant, it could not be used by anyone with a disability. They aim to be sensitive to everyone. He felt they could collaborate to create a solution that works well for all, maintaining a public space that serves the greater good and benefits the most significant number of people, allowing everyone to contribute in a way that benefits them.

Ms. Stephanie Kiihn Ashenbrenner, 2016 Herschel Street

Ms. Kiihn Ashenbrenner explained that she had spoken at the last meeting, where this was presented, and she believed a more creative response was needed that struck a balance, allowing for a win-win situation. She questioned whether the decision needed to be made at this meeting, suggesting that there were still alternatives to consider and that a full evaluation of them might be in everybody's best interest.

Ms. Sarah Quinn, 89 Mid Oaks Lane

Ms. Quinn explained that she has lived in her home for four years, even though the property technically belongs to the city; she had taken care of it lovingly. She indicated she has eliminated all of the buckthorn and has a beautiful understory of wooded plants there. She noted that she had never minded the people walking back there, but she wanted to save the trees. Given that the entrances were each on private

property, she did not know how the path could exist as it did now. She asked the council to vacate the right-of-way.

Mayor Roe closed public comment. He thanked the public for their comments and emphasized the importance of finding a solution that benefits the community.

The council discussed the feasibility of constructing a pathway, the impact on trees, and the potential costs involved.

Councilmember Groff asked about the public use of the right-of-way and the city's ownership of utilities in the area.

Mr. Freihammer confirmed that the city owned the sanitary and storm utilities in the area and would work with the city attorney to secure the necessary easements.

The Council considered the options of vacating the right-of-way or retaining it for a public pathway, with a focus on finding a compromise that addressed community concerns.

The Council acknowledged the complexity of the issue and the need for further discussion and evaluation.

Groff moved, Strahan seconded, denying the right-of-way vacation of Adline, not adopting the Resolution.

Council Discussion

Councilmember Groff indicated these issues are challenging, having listened to the comments tonight. However, once the council approves a right-of-way vacation, there is no turning back. If this occurs, that property is permanently lost, and the city will never regain it. He believed enough discussion was presented tonight regarding pathways and other alternatives. Perhaps considering a different type of pathway or exploring a surface that could be ADA compliant is worthwhile. As a councilmember, he felt uncomfortable proceeding with a decision that would result in the permanent dissolution of the right-of-way, which is why he is voting to deny the vacation.

Councilmember Strahan reiterated her earlier comments and expressed hope that this would not serve as a divider in the neighborhood, but rather as a chance for opportunity.

Councilmember Schroeder explained that if this passes, it must be acknowledged that twenty feet is no longer available, making that part of the path not an option for people to walk through others' property. Please respect the owners' rights and

wishes. She stated she did not want to see anything done to the mature trees, so she would not support making this an official path.

Councilmember Bauer agreed with Councilmember Schroeder. His concern for the future is that if the city were to return this property to the neighborhood for their decision, what would happen? He worried that if the city continues to designate this as a right-of-way, it will be necessary to improve the pathway, potentially resulting in the loss of trees. Vacating this property does not mean a path cannot exist; it simply means the neighborhood will have the authority to decide. He believed it made sense to vacate this and hand it back to the neighborhood to determine the next steps. He expressed significant concern that the city should not maintain involvement.

Mayor Roe reminded everyone that the motion is not to adopt the resolution or vacate the right-of-way, essentially maintaining the status quo. He was not sure that this is the ideal solution due to many of the points made. For example, a point was made about the current setup being unavailable because it could be on private properties, which would require workarounds. If the city pursues the step of identifying it as a planned pathway, the status quo may be impaired because development will be ongoing. The City still has the issue of private property conflict. He believed that vacating it provides some certainty to the property owners, but it does not address access and long-term use. There may be other solutions out there that none of them are aware of at this point. In the future, there could be some kind of action to return the property to a form of private ownership that might not necessarily involve the adjacent property owners.

Mayor Roe explained that if this is a City facility, it is City property, and the City must take action to improve it. He noted he would support maintaining the status quo although it is not an ideal solution.

Roll Call

Ayes: Groff and Strahan.

Nays: Bauer, Schroeder, and Roe

Mayor Roe indicated the motion failed and asked if there was another motion to be made.

Schroeder moved, Bauer seconded, adoption of the Resolution (Attachment 1) entitled, "Resolution Approving the Vacation of a Certain Portion of Aldine Street".

City Manager Trudgeon noted a bench handout for the resolution.

Mr. Freihammer clarified the bench handout regarding the maintenance of the utility easement along the right-of-way.

Mayor Roe confirmed with the maker and seconder of the motion that the bench handout resolution was what was being moved.

Councilmember Schroeder stated that this is what the staff presented. Initially, it was meant to pass this as the city has done with many other properties. She expressed significant concern about the tree canopy, and now that the city doesn't have the twenty feet, it changes many things.

Councilmember Bauer seconded Councilmember Schroeder's thoughts. He indicated that he had complete confidence that the best use of this for the neighborhood is to vacate it, giving it back to the neighborhood, allowing them to decide what to do with it going forward, and providing clarity for the future.

Councilmember Groff did not believe it would be returning to the neighborhood. It conveys the property to the adjacent property owners. He did not want to mislead the residents by suggesting that it was being returned to the neighborhood, as they do not have the option to work on and build a pathway through that area.

Councilmember Bauer clarified that returning it to the neighborhood would allow them to develop their solutions and collaborate on either maintaining this path or considering other options, as the mayor previously mentioned, such as forming a pathway association or something similar.

Councilmember Strahan agreed with Councilmember Groff. If the city returns this pathway to the owners on the east side, it effectively becomes their property and is no longer available for the community to consider.

Mayor Roe expressed uncertainty about whether the vacation was the right decision at this time. He believed he had the luxury of opposing both motions while maintaining the status quo.

Roll Call

Ayes: Schroeder and Bauer.

Nays: Groff, Strahan, and Roe

Mayor Roe clarified that the motion to vacate the right-of-way has failed, and the status quo remains in effect. He acknowledged the need for further investigation and possible future actions to address the right-of-way and pathway issues.

Recess

Mayor Roe recessed the meeting at approximately 8:00 p.m. and reconvened at approximately 8:08 p.m.

c. Joint Meeting with Finance Commission

Mayor Roe briefly highlighted this item as detailed in the Request For Council Action and related attachments dated June 16, 2025.

From: [Olivia Gault](#)
To: [Dan Roe](#); [Robin Schroeder](#); [Julie Strahan](#); [Wayne Groff](#); [Pat Trudgeon](#); [Matt Bauer](#); [Jesse Freihammer](#)
Cc: [Stef Kihn](#); [Cindy Gallaher](#); [Olivia Gault](#)
Subject: Aldine to Roselawn Right of Way, Request for Land Survey
Date: Tuesday, June 17, 2025 4:57:55 PM
Attachments: [H PathEmerging FromWoods.heic](#)
[G PathInWoods4.heic](#)
[F PathInWoods3.heic](#)
[I Path Approaching Roselawn1.heic](#)
[J Path Approaching Roselawn2.heic](#)

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

Dear Mayor Roe, Council Members Strahan, Council Member Groff, Council Member Schroeder, Council Member Bauer, Mr. Trudgeon, and Mr. Freihammer,

Thank you very much for representing our city. Roseville is a wonderful place to live -- and your leadership helps to ensure that.

After last night's Roseville City Council meeting, the future of the path in the Aldine to Roselawn right-of-way remains a bit vague. We have taken several photos to help illustrate our concerns to you (see attached photos A-J).

As we understand it, the scope of the city's "vacation" plan to cede land to property owners adjoining the right-of-way has been revised. The 20 feet along the west side of the right-of-way has been ceded by the city to those two property owners: one on Ryan at the north end of the path, and one on Roselawn at the south end of the path. The property owner along the south (1705 Roselawn) has paid to have her property surveyed. There are wooden stakes with orange flags marking her property line. The new western edge of the right-of-way is to the east of those stakes -- except for two stakes which fall inside her current fencing, which may be encroaching on the right-of-way (see photo G).

The right-of-way was 50-feet wide; it is now 30-feet wide. The remaining 30 feet of the right-of-way borders properties along Mid Oaks Lane. Access to the right-of-way is currently partially or fully-blocked, as shown by attached photos: at the north end by bushes (see photo A); and at the south end by a chain link fence across the yard of 93 Mid Oaks Lane, that was installed by a previous property owner in the early 1990s (see photos I and J); the fence was not there in 1993. The right-of-way still runs from Aldine to Roselawn.

Last night, led by Council Members Wayne Groff and Julie Strahan, the city council voted not to vacate the remaining 30-foot right-of-way, i.e., not to cede it to the adjoining property owners. They did not vote to add the right-of-way to the city's pathway masterplan. They voted to leave it as-is.

There was much contention about the path, with many people asking for it to remain as a safe, much-enjoyed, and much-used neighborhood connector. Some who live along it said the path is intrusive to their privacy. City staff and those who live along the path presented the argument that creating a formal pathway would require taking down trees. We have taken photos of the path, going south from Aldine/Ryan to Roselawn, which are attached. As you can see, other than at the very south end (photos I and J), there are no trees in the pathway.

It was informally suggested that there may be room for a creative third option: the neighborhood working together to create and maintain an informal path in the right-of-way, perhaps a wood chip path that winds around the few trees at the south end. Toward this option and as a starting point, we are asking the city to formally survey the remaining right-of-way, so that it is clear what land is and is not included in the right-of-way.

Thank you.

Sincerely,
Olivia Gault
Cindy Gallaher
Stef Kiihn Aschenbrenner



A PathFrom Aldine1.heic



B PathFrom Aldine2.heic



C PathFrom Aldine3.heic



D PathInWoods1.heic



E PathInWoods2.heic







From: [Kevin Watson](#)
To: [Dan Roe](#); [Julie Strahan](#); [Jesse Freihammer](#); [Pat Trudgeon](#); [Wayne Groff](#); [Robin Schroeder](#); [Matt Bauer](#)
Subject: Fwd: Aldine Street Trail [REDACTED]
Date: Friday, June 20, 2025 7:56:32 PM
Attachments: [Unpaved Trail comparisons.pdf](#)

Some people who received this message don't often get email from [REDACTED] [Learn why this is important](#)

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

Mayor and Council,

Bear with me as I know this email is long and you're all busy. If you don't want to read my detailed concerns below, these are the highlights I'd like you to consider:

1. It's easy to forget, but this conflict was forced upon the neighborhood by the City of Roseville. Admittedly unforeseen. Nonetheless, the City created this problem and I believe the City has a responsibility to mediate a solution.
2. There's no rush. The trail has existed since the 60s/70s it appears. There's no reason you couldn't give staff time to explore a variety of opportunities for the Council to consider.
3. Do a survey of the ROW so the neighborhood knows the lay of the land. Where's the trail? Illegal fences? etc.
4. Explore a prescriptive easement over the current path that may now be on private property. The City will be doing the same exercise when it has to pay for a prescriptive easement for the underground utilities. Throw in the trail in that research.
5. Remove the fence at the end of the ROW near Roselawn that's been illegally installed on property owned by the citizens of Roseville.
6. This pathway is comparable (and arguably the same) as the path created by the neighborhood at the west end of Heinel Drive after it crosses the railroad tracks. Like Aldine, it appears to be unused ROW from Heinel Dr. It's included in the Roseville Pathways Project as a potential future trail. What's its rating?? It's been paved north of the RR tracks and unpaved south of the tracks for 20yrs. What makes this neighborhood and situation different than the Aldine neighborhood.
7. The trail can remain unimproved and does NOT need to be paved. Pave it when the underground infrastructure needs to be repaired.

I'm requesting City Council direct staff to find a creative solution to this Aldine Trail problem the City has unknowingly created by its choice to pursue this ROW vacation. This wedge that the City has hammered into this neighborhood has clearly struck a nerve with most of the residents in the neighborhood(s). So much so you had a woman crying as she testified. You had another individual tell a story how he walked this path growing up and now that he has a son he hopes to use this path to walk to Brimhall. These heartfelt stories are a clear sign of what makes this community connection great. The residents of these three neighborhoods that surround and use this trail have asked and pleaded with you to keep this trail as is. I kept waiting for the Council to direct staff to bring back some options that could appease both sides of this issue. But to my surprise, that direction never came. The only direction I did hear were hints to the abutting neighbors, "... if you make a ROW vacation request, it only takes three votes instead of four." Or there was a loose suggestion the neighbors create some type of non profit and buy it? I'm not sure either of these restore the friction in the neighborhood that's

been created by this process. I get it's complicated and the easy answer is to just vacate the ROW and move on, but this trail is one of the things that makes this neighborhood special and stand out from any other neighborhood in town. Below I have a handful of thoughts and ideas I'd like you to consider and direct staff to bring back for discussion.

- The City needs to conduct a survey of this ROW. Where is the path, where are the fences, sheds, big trees, etc.? That's the first step to make a decision about the future of this path.
- The comment at the meeting after both votes failed was that status quo remains. But that's not the case because the western portion of this trail is more than likely on private property as the western 20ft of ROW were given back to the properties to the west. Now you have residents knowingly or unknowingly walking on private property along this trail. The status quo for the past 50 years is most likely gone. Again, a survey should be conducted.
- The western 20ft of ROW that never was is peculiar. Clearly a mistake by the forefathers of the City. Mistakes happen. The City never did the correct title work and installed city infrastructure under private property. The only way for the City to remedy that is to pursue a **prescriptive easement** and to pay the market rate for that easement after an appraisal. I believe when you are pursuing this acquisition, you could do the same for the trail and pay for the path to remain on private property through that easement. The public has been using this path, similar to the infrastructure underground, for over 50 years and likely has a legal right to continue to use the path. Shouldn't be too heavy of lift since the City will already be pursuing this for the underground infrastructure. If the City does pursue this, I'd suggest they adequately delineate the path to ensure people don't walk on private property. A low split rail fence should be sufficient.
- The other option is to reroute a path on the 30ft ROW. I think you have a willing group of volunteers that would clear buckthorn, weed trees, etc. to make a new path. This is my assumption. I'm sure the neighbors would take any help the City public works staff would give them as well. A day or two by them would clear it pretty quick. Prime the clearing with a week or two of goat munching perhaps??? Scapegoat Farms is one I'm familiar with. But the problem with a new path is the fenced yard along Roselawn.... and by association, the fence at the intersection of Ryan/Aldine off the corner Mid Oaks property.
- The fenced yard is a problem. It's been there for 20+ years. How was it permitted in ROW? Was it permitted? I believe the City should ask the property owner to move the fence onto private property. If the City did in fact permit this fence, the City should pay to move the fence back to private property. Right this wrong. I understand the path used to travel through the fenced area before the fence was installed.
- Lastly, so much was made about this path being ADA and needing to be concrete or asphalt to do so.... and in turn destroying the trees to make the room. Liability concerns were thrown around loosely which needed clarity on it's accuracy. Is this ADA requirement a city policy? If so, does the Pathways Master Plan contradict that policy. The plan states, "Non-paved pathways will be limited in use (walking, hiking, etc.)." Limited is not the same as never. Regardless, city policies can always be tweaked by the will of the City Council. The neighborhood **DOES NOT want a paved or concrete path**. The abutting neighbors don't want that either. I believe I heard many abutting neighbors say they only supported the vacation because they didn't want an asphalt path that destroys the trees. One abutting neighbor said he would be ok if the path just remained as is. This focus by the City that the path needs to be paved and ADA is

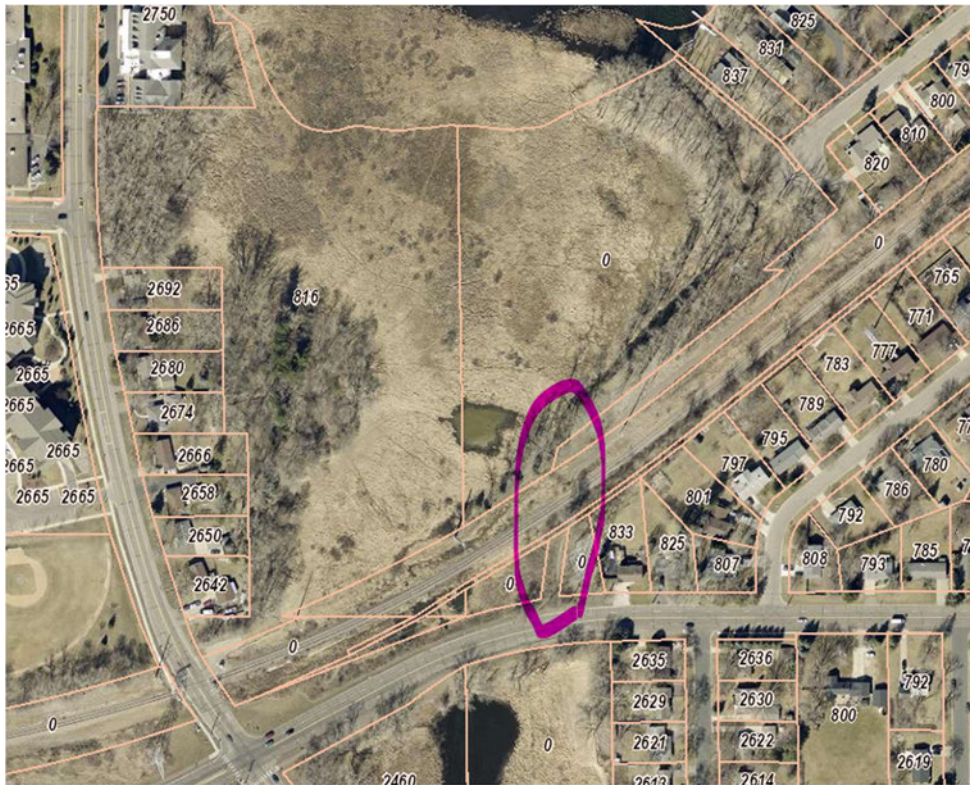
distracting and is exacerbating that animosity between neighbors. Someday, when the underground infrastructure needs to be replaced, and the trees are cut down to do so, put in the asphalt ADA path. But there are plenty of examples in Roseville and the northeast metro where pathways are dirt, bark chips, grass or gravel. While many are in parks (county parks especially), there are some that serve as shortcuts or neighborhood connections. Attached you'll find a pdf I put together that I started compiling 'non-paved' paths over the past several weeks as I visited different communities in the area. I took some pictures (some from google maps) and attached a map for each.

- In the first example, it's the best example I could find in Roseville to the situation we are dealing with. Maybe some of you are familiar. At the west end of Heinel Dr., there's a paved path that travels west for about 800 feet. Then it terminates as there's a railroad crossing that never got completed. Probably because Railroads don't like ped crossings and they are notoriously difficult to deal with. But the resiliency of the neighborhood prevailed and they have completed the connection with a dirt footpath up to County Rd C and outlets just East of the Victoria/County Rd. C intersection. Looking at old aerials, I think this is old Heinel Dr. ROW that used to cross the railroad. It's a very similar situation and by all accounts, the neighborhood accepts it as a dirt path. It's not ADA compliant. Is the City any more liable for this path than the Aldine scenario. More so since theres an actual paved trail that deadends? A trail to nowhere for those in a wheelchair. I don't think there's any liability in either situation. These paths just exist because the neighborhood/community wants them, not necessarily because formal city decisions choose where paths should be.

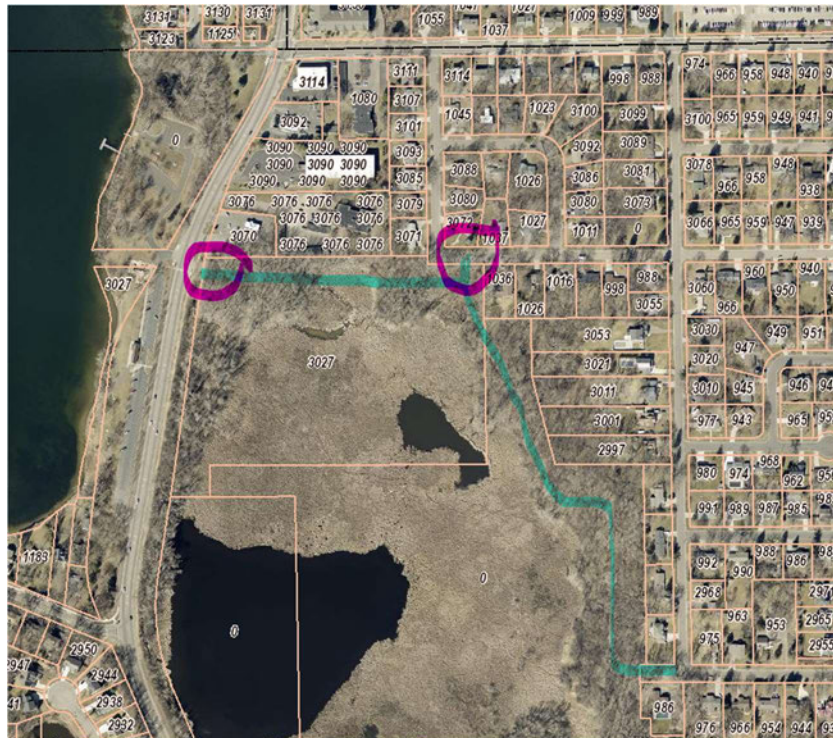
If you've gotten this far, I appreciate your interest and support to help keep the Aldine trail connection. I'm asking the City Council to be creative and do the right thing to keep this community asset and also respect the private property owners rights to enjoy their properties. You have talented staff I know can present you with a variety of options that can satisfy the neighborhood and the abutting neighbors. The City staff may not have known about it, but it's still a community asset organically created by generations of neighbors. Don't strip this away from our neighborhood because once the ROW is vacated, the trail is never coming back no matter how good the neighbors get along.

Bottom line, this trail can exist in Roseville. It SHOULD continue to exist. There are examples of trails like this in Roseville and the surrounding region. Lets slow down..... and keep these vital community connections!

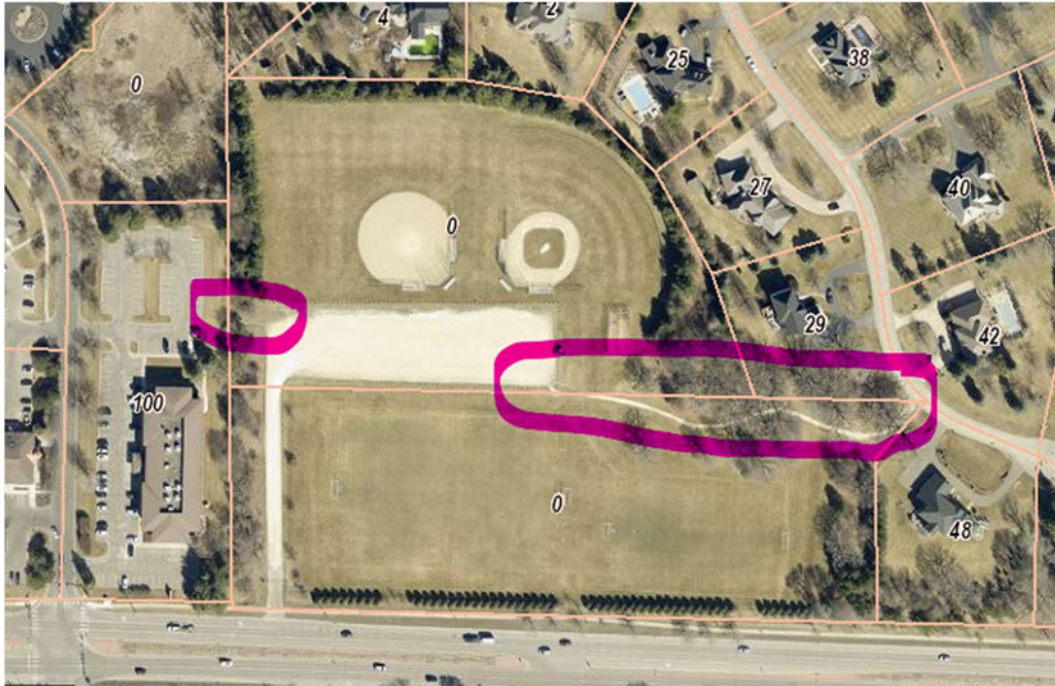
Trail Connection from County Rd. C to Heinel Dr. There's a bituminous path from the end of the Heinel culdesac to the west until it crosses the railroad track. The asphalt trail doesn't continue over the tracks but becomes a dirt path up to County Rd. C. The dirt path is not ADA accessible. The day I visited, I saw a woman on a bike ride up the trail on the southside of County Rd. C on the trail. Walk her bike across the county road, jumped on her bike on the dirt path. There are no ped ramps to access this trail on County Rd. C.



The Lake Josephine County Park has parkland east of Lexington Ave. There are no amenities but there is a trail connection that connects the neighborhood to Lexington Ave, the Dairy Queen and the Lake. There's also connections between the neighborhood as well. It's a dirt path in Roseville and not ADA accessible with no ped ramps from Brenner Ave. or Lexington Ave. I'd guess most users are neighbors that use it to walk their dog and loop the neighborhood.

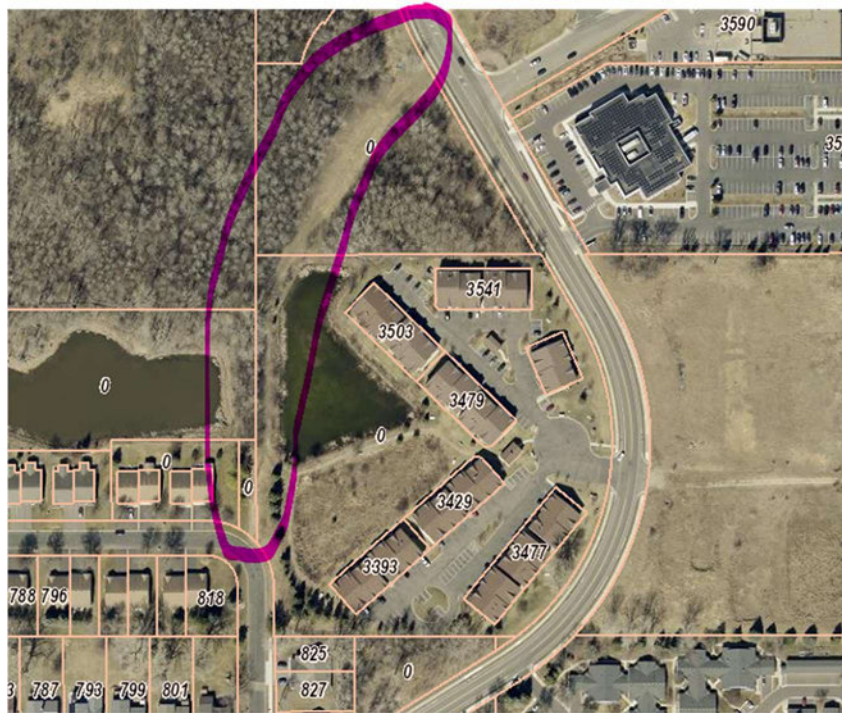


In North Oaks at their Southpointe Park, they have a gravel path that connects the parking lot to the neighborhood. Additionally there's a dirt path between the City of North Oaks parking lot and the park. This trail is organic and allows for overflow parking. Clearly accepted by the City.

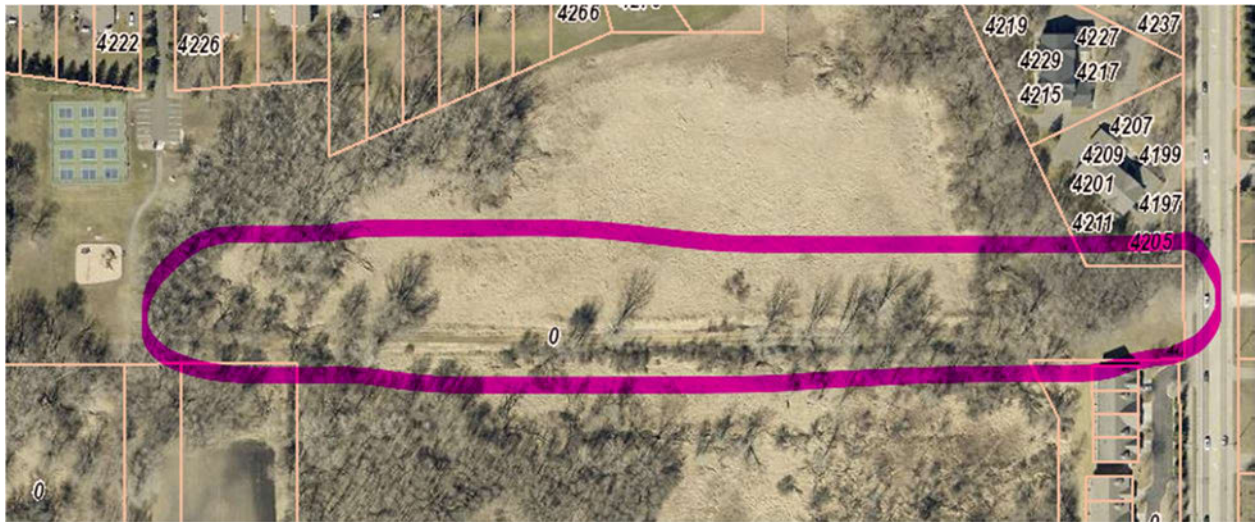




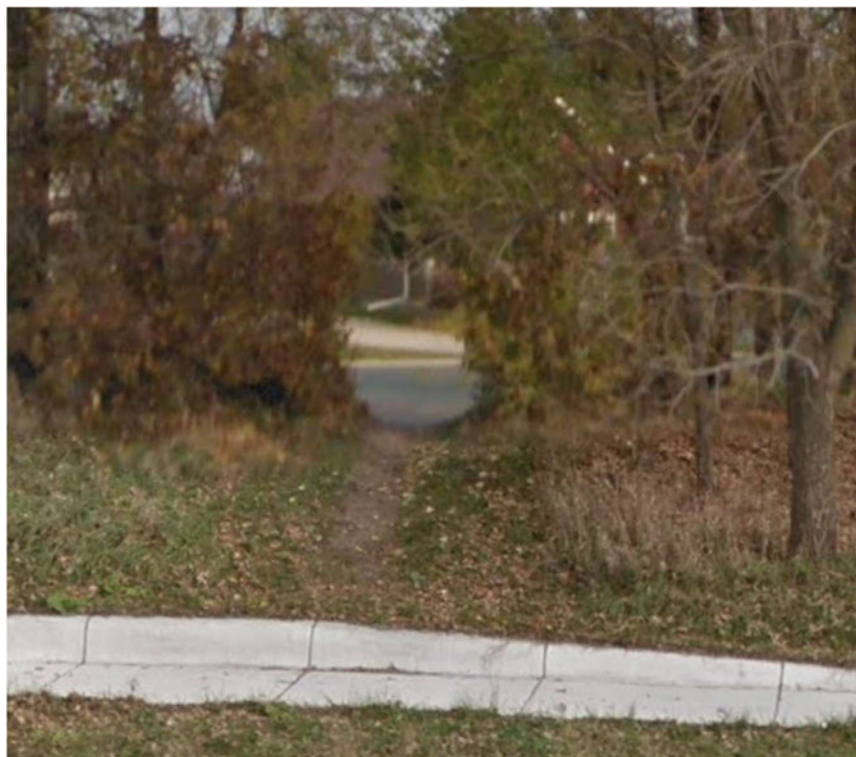
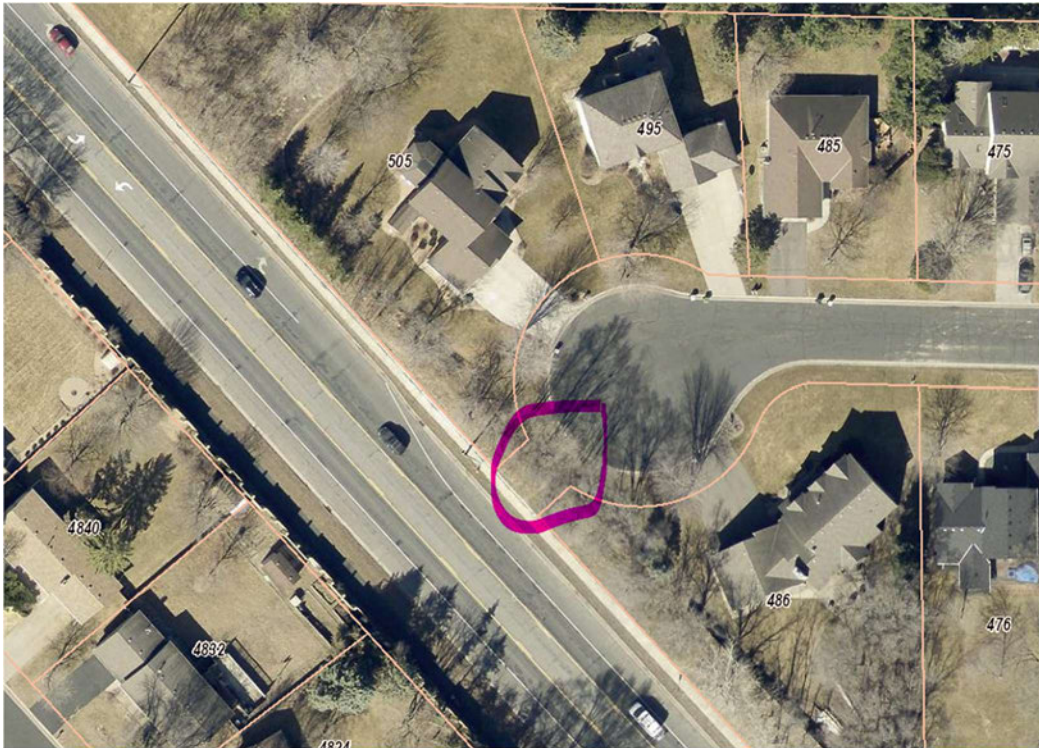
The City of Vadnais Height has a grass path connection between Garceau Lane and Arcade Street. A great connection for a dog walk or walking to the commercial district.



Also in Vadnais Heights there's a grass path between Centerville Road and the Bridgewood Park which connects to a couple other neighborhoods.



In Shoreview off Hodgsen, the Old Farm Road culdesac dead ends and there's a dirt path trail connection over to Hodgsen. Clearly created by the neighborhood over public ROW.



In Falcon Heights, there used to be a dirt path connecting these streets near the school together. It worked this way for decades. Again, there's no rush to pave this trail. Falcon Heights Community park has a network of unpaved trails with a partially paved connection to the neighborhood.



From: Constance Gruen [REDACTED]
Sent: Tuesday, July 15, 2025 8:46 PM
To: Pat Trudgeon <pat.trudgeon@cityofroseville.com>
Subject: For City Council members, please

You don't often get email from [REDACTED] [Learn why this is important](#)

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

First, thank you for serving our community on the City Council. It takes knowledge, expertise -- and your willingness to decide sometimes difficult issues.

I've become more informed about the pathway that is a public/non-public, easement/but not. I've thought about how I would decide this matter, and I have not followed every piece of information and don't mean to say that I know everything. I know the matter has been tabled, but I don't know if that is still the situation.

I would follow the letter of the law. I do not always like one law or another. I think some should be relaxed, officially. I know some are slighted, because there is little personal consequence or bad effect, such as jaywalking. I slight some of them myself when there appears to be little consequence to self or community. (I do pick up trash! I do recycle! I do use sidewalks rather than walk across other people's grass!)

In this situation that apparently has become more contentious, I think it's best to use existing law or code or property law to make the decision. We are -- and are trying to be, I hope -- a society based on law for the purpose of protecting individual and community interests. Use it. It's a basis for agreement or disagreement, as it is the guidance that currently is in force. This takes decisions out of the realm of opinion, an advantage in difficult situations. Better to take the objective approach at this time, rather than to open the situation to a new situation. At least not now.

Thank you, again, for your willingness to work on decisions big and little, affecting individuals and affecting community.

Constance Gruen

2680 Oxford St N #128
Roseville 55113
[REDACTED]

From: [Cynthia Gallaher](#)
To: [Dan Roe](#); [Robin Schroeder](#); [Julie Strahan](#); [Wayne Groff](#); [Pat Trudgeon](#); [Matt Bauer](#); [Jesse Freihammer](#)
Subject: Additional considerations concerning the Aldine Row Path.
Date: Wednesday, July 16, 2025 8:44:09 AM

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

Dear Mayor Roe, Council Member Strahan, Council Member Groff, Council Member Schroeder, Council Member Bauer, Mr. Trudgeon, and Mr. Freihammer,

On Monday, July 21st, you will be addressing the requests to vacate the 30 feet of land behind the property owners on Mid Oaks lane. I am aware that you have received a number of communications concerning the vacation with requests to retain a portion of the land for a public footpath that connects the 2 neighborhoods and allows access to the walking path along Roselawn Avenue. I am writing to share 2 considerations in the decision-making process.

First is the consideration of disconnecting the neighborhoods.

Since the June 23rd council meeting, the path has been closed off. I have received a text requesting that I do not use the route because I walk the last short section on private property. As you have been told in previous emails, the chain-link fence currently on Roselawn public property prevents one from passing without stepping on private property and is now identified as trespassing. Consequently, I route over to Fairview then into the agriculture fields, then back to Fairview, then into the neighborhood. Routing to the Snelling Ave frontage road is always an option but unpleasant. The sidewalk is narrow in places because of overgrowth and the frontage road does not have a shoulder. Also, on Fridays, the trash and recycling cans can obstruct passage without stepping into the street. The effect is that the Mid Oak acquaintances I have made over the years, I no longer see. The neighborhoods are isolated from each other and disconnected. It is a very sad future for walkers and children that could be avoided with a simple foot path.

Second is the consideration of giving 30 feet of public land away.

It is extremely unclear why the 5 homeowners (the 2 northern Mid Oaks homes are owned by the same homeowners), should be given 30 feet of land that is probably worth considerable city dollars if sold. Apparently, Falcon Heights made the decision many years ago to sell 50 feet of land that had been retained on the south side of Larpentuer, in the case that the City would decide to extend Holton south. The homeowner bought the 50 feet of land and consequently has what looks like a double lot. It seems that offering for sale some portion of the 30 feet but retaining 10 feet would be equitable, good financially, and good for the future of keeping corridors open.

Please add these notes to your consideration.

Kind Regards,
Cindy Gallaher
2009 Herschel Street
Roseville

From: Mindy Erickson [REDACTED]
Date: Jul 16, 2025 4:19 PM
Subject: Letter for July 21 City Council Meeting Packet
To: Pat Trudgeon <pat.trudgeon@cityofroseville.com>, Jesse Freihammer
<jesse.freihammer@cityofroseville.com>
Cc: Mindy Erickson [REDACTED]

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Mr. Trudgeon,

Please include the following letter in the packet for the July 21 City Council meeting. Thank you.

Vote YES to vacate Aldine St ROW

Mayor Roe and City Council members -

We write today to ask for your support of the owner-initiated petition to vacate the Aldine Street right-of-way (ROW), which will come before the City Council on July 21.

The recent land survey by the City established that the much-discussed dirt shortcut was substantially on private property in the open area that overlies the storm sewer. The sewer alignment is lower than adjacent Mid Oaks Lane yards, so there is a slope down from yards to the storm sewer. Many abutting homeowners have purposefully established beneficial vegetation in the ROW to stabilize slope erosion and prevent dirt from washing downhill to storm sewer inlets. Without an engineered and maintained surface, increased bike and foot traffic would wear away the ROW vegetation to bare dirt.

The City establishes processes and plans to guide unbiased decision-making amid conflicting opinions and emotion. Using the City's own plans, processes, and criteria, City staff found in 2022 and again over the past few months that this ROW segment is not needed for City purposes. There is no longer a planned roadway. Building an accessible City path would be

both environmentally damaging and expensive, and the segment was ranked extremely low compared to paths that are already planned across the City. The segment was not added to the Roseville Pathway Plan.

Owners of all 8 abutting properties favor ROW vacation and signed the Petition for Vacation. As noted in the staff memos from both the April 21 the June 16 Council Meetings, ROW vacation would help with confusion and disagreements over how the area should be maintained with regard to vegetation control and debris management. Abutting property owners would appreciate clarity regarding use of and responsibility for the segment.

Please cast your vote to respect the City's processes and plans, safeguard dozens of mature trees, value the substantial investments already made in building accessible paths along both Fairview and Snelling, and direct the City's limited resources – both time and money – toward the high-priority issues facing our city.

Please vote to vacate the Aldine Street right-of-way on July 21.

Thank you for your service to our community.

Melinda Erickson and Tim Brown

Mid Oaks Lane



Public Works Department

Memo

To: Roseville City Council

From: Jesse Freihammer, Public Works Director

Date: June 10, 2025

Re: Feasibility Memo: Pathway Installation within Aldine Street Right-of-Way Corridor

1. Executive Summary

The City of Roseville Public Works Department is evaluating the feasibility of constructing a public pathway within the Aldine Street right-of-way corridor between Ryan Avenue West and Roselawn Avenue West. This analysis was initiated in response to the City Council tabling a resolution on April 21, 2025 to vacate certain portions of Aldine Street (public right-of-way) following a public hearing where residents expressed differing opinions regarding the proposed vacation. While residents abutting the right-of-way supported the vacation to eliminate pedestrian traffic near their homes and obtain rights to the land, others advocated for preserving pedestrian access and incorporating the corridor into the City's pathway network.

This memo assesses the feasibility of formalizing a pathway through the corridor and includes planning context, constructability analysis, cost implications, and environmental and neighborhood impacts.

2. Purpose

This memo is intended to address the request by the City Council on the April 21, 2025 council meeting to provide a feasibility analysis regarding the potential installation of a public pathway within the Aldine Street right-of-way corridor. The north-south pathway would connect Roselawn Avenue W to Ryan Avenue W, with a focus on addressing concerns raised during a public hearing regarding the vacation of this right-of-way and the desire of some residents to maintain the currently informal walking path as well as residents who expressed a desire for a full vacation with no pathway installation.

3. Background

Aldine Street right-of-way is an unimproved right-of-way that extends from Ryan Avenue W to Roselawn Avenue W. The right-of-way was initially identified for vacation by the City on April 11, 2022, as there are no plans to construct a road through the area. Additionally, the 2021 Pathway Master Plan had not identified this corridor as a pathway connection as both Fairview Avenue and Snelling Drive have existing north-south pathways that meet the goals and intent of the plan. This, along with numerous other rights-of-way identified by staff as no longer necessary for public benefit were brought before the Council over five (5) phases since 2022, with a sixth and final phase still planned to be presented to Council at a future date.

The Aldine Street corridor, presented for vacation with the fifth phase of vacations on April 21, 2025, is generally wooded and features a well-worn path, used by local residents for walking, but not officially designated or maintained as a public pathway. During the public hearing regarding the Aldine Street vacation, residents expressed concerns about the loss of this informal pathway and requested that portions of the right-of-way be preserved as a pathway easement.

While some residents support the idea of keeping the right-of-way intact and converting it to an improved pathway (concrete or bituminous), others preferred to keep the pathway “natural” and unpaved, while others, particularly those with properties abutting the proposed vacation area, expressed opposition to any public access, preferring to retain the property rights that would be granted if the right-of-way was vacated. As a result of these differing viewpoints, the City Council tabled the resolution to vacate the right-of-way and directed staff to prepare this feasibility memo.

4. Right-of-Way Overview and Constraints

The Aldine Street right-of-way corridor extends approximately 590 feet in a north–south alignment between Ryan Avenue W and Roselawn Avenue W. The corridor lies between 1705 Roselawn Avenue W, 1706 Ryan Avenue W, and the rear lots of 77, 85, 87, 89, 91, and 93 Mid Oaks Lane. Historically, the corridor has remained unimproved and is primarily wooded, with a well-worn informal footpath that has developed over time through use.

Initially, the right-of-way was understood to include a 30-foot easterly portion, dedicated through the Mid Oaks plat in 1938, and a 20-foot westerly portion that appeared to have been established through condemnation proceedings in 1951. Because there was no clear record of the condemnation being formally recorded, the proposed vacation resolution presented to the City Council included language to vacate the 20-foot westerly portion out of an abundance of caution, essentially functioning as a quit-claim action to release any potential interest the City may have had.

Following the public hearing, further investigation was conducted by staff and the adjacent property owners in coordination with the Ramsey County Recorder’s Office. This effort confirmed that no right-of-way or easement over the western 20 feet was ever recorded, and as such, the City does not legally hold right-of-way over that portion of land and it is considered private property. Consequently, only the 30-foot easterly portion of the corridor is public right-of-way. County/City GIS data has been updated to reflect this clarified status.

The public right-of-way is currently encumbered by public utilities that accommodate existing sanitary sewer and storm sewer infrastructure, as well as private utilities such as the overhead electric that extends along the full-length of the eastern boundary of the corridor. These utilities and required easements will remain in place regardless of whether the right-of-way is vacated or retained.

The 30-foot easterly portion of the corridor is densely wooded, with numerous mature trees that would be affected by any pathway development. The informal path currently in use traverses both the now known private property and this wooded area but is not improved, maintained, or part of the City's 2021 Pathway Master Plan.

While a 30-foot right-of-way currently exists, a formal pathway typically requires a 20-foot wide easement in order to properly maintain the improvement. If a pathway were installed, the right-of-way would still be vacated after the improvement was installed and a pathway easement would be retained through the vacation process. This would be similar to other vacations the city has approved since 2022 where existing, formal pathways existed.

5. Constructability Analysis

The existing conditions of the Aldine Street corridor, while not ideal for immediate pathway installation, do present an opportunity to construct an improved pathway. The corridor is mostly flat and lies within a 30-foot-wide right-of-way corridor that could facilitate the construction of a pathway. However, several challenges must be considered for pathway installation.

First, the only alignment that can be considered is within the 30 feet of the right-of-way platted with Mid Oaks, and not in areas where the pathway meanders into private property unless easements are granted by those property owners. The construction of an improved path would require the removal of trees, many of which are large and mature. Staff conducted a tree survey of size and count within this portion of right-of-way, seen in the table below. Tree classification, or the species of trees, was not determined during this survey.

Size	4"-8"	10"-14"	15"-18"	20"	24"	27"	30"	36"
Quantity	32	10	9	1	8	2	2	2

The removal of these trees could generate concern regarding the loss of canopy and neighborhood aesthetic. While it is unknown how many trees would ultimately be impacted without a formal survey and initial grading plan, based on staff's experience a majority of the trees would be anticipated to be impacted.

In terms of construction, the pathway would need to meet the standards of the 2021 Pathway Master Plan for off-road paths and its considerations for accessibility, e.g. requiring an improved surface such as concrete or bituminous. Additionally, an appropriate width that accommodates both pedestrian and potentially cyclist traffic (multimodal) must be considered. While the 2021 Pathway Master Plan identifies widths that vary between 6-12 feet, the typical minimum width is 8 feet to accommodate multimodal use, with a 12 feet width being the maximum. This would involve grading throughout the corridor to ensure a proper base section for the pathway while also maintaining adequate drainage, with more impactful grading near Roselawn Avenue W in order to match the existing grade of the

street. In addition, bituminous pathways typically have two-foot clear zones on either side of the path for safety and maintenance.

Once the path reaches Roselawn Avenue W, there isn't a pathway to directly connect to on the north side of Roselawn. Pedestrians and cyclists would either need to use the painted parking lane/shoulder along Roselawn or cross to the existing pathway on the south side of Roselawn, which is in the city of Falcon Heights. Providing a safe and accessible mid-block crossing of Roselawn Avenue W at that location would require further design efforts to identify the appropriate treatment and ensure the improvements meet the city's current Crosswalk Policy.

6. Cost Considerations

A preliminary estimate for the construction of an improved pathway along the Aldine Street right-of-way would vary based on the final design, materials, and width chosen. The City typically installs 8- to 10-foot-wide multimodal pathways for these types of connections, but could elect to install a 6-foot wide concrete sidewalk. General construction costs are estimated as follows:

- 6-foot-wide concrete sidewalk: Estimated at \$80–\$100 per linear foot
- 8–12-foot-wide bituminous pathway (multimodal): Estimated at \$100–\$130 per linear foot

For a 590-foot pathway, the estimated cost for installation would range between \$47,000 and \$77,000, depending on material choice and width.

Additional costs would include tree removal (estimated at \$25,000–\$75,000), signage/amenities (estimated at \$2,000–\$5,000), and ADA-compliant curb ramps (estimated at \$5,000–\$10,000 each). With engineering costs factored in, the installation of a pathway is estimated to cost between \$84,000 and \$177,000. The wide range of costs is contingent upon the various unknown factors not readily available at the time of this feasibility memo. Additional considerations such as tree plantings, fencing, minor stormwater conveyance, and intersection lighting were not able to be considered at this stage.

In addition to pathway construction, costs for potential mid-block crossing improvements at Roselawn Avenue W must be considered. These improvements might include curb bump-outs, median refuges, or other more intensive enhancements, with costs ranging between \$45,000 and \$80,000 based on the complexity of the treatment. If mid-block crosswalk enhancements were installed, the total cost for a pathway could be between \$129,000 and \$257,000.

7. Environmental and Natural Resource Impacts

The Aldine Street corridor is heavily wooded, particularly within the 30-foot right-of-way, where large, mature trees are present. Removal of these trees would be necessary to accommodate a pathway, and such actions would impact the neighborhood and adjacent land owners.

In terms of stormwater, the introduction of impervious surfaces would increase runoff, but the corridor is already served by existing storm sewer infrastructure, meaning no major drainage issues

are anticipated, yet additional stormwater improvements may be necessary such as drain tile or other conveyance piping. This project would be exempt from Rice Creek Watershed District stormwater management standards since it is a pathway in right-of-way and under 10,000 square feet of impervious.

8. Neighborhood and Community Impacts

The Aldine Street corridor directly abuts several residential properties, and any change to the unimproved right-of-way will have seemingly significant implications for these homeowners. Some residents, particularly those with properties directly adjacent to the right-of-way, have voiced strong opposition to retaining public access. They express concerns about reduced privacy and increased pedestrian traffic behind their homes. Many prefer the vacation of the right-of-way, as it would expand their property lines and eliminate public access.

Conversely, surrounding residents have advocated for the pathway, particularly those who currently use the informal walking path. They view the installation of a formal pathway as an improvement to pedestrian connectivity. Without the potential 590' pathway, pedestrians and cyclists wishing to get to Roselawn Avenue would need to travel roughly a third of a mile (or 3.3 times further) via Fairview or a half mile (nearly 5 times further) via West Snelling Drive. It is understandable why there is currently a worn dirt pathway as the corridor does provide a direct connection to Roselawn Ave W, albeit does not currently direct people to a safe crossing as outlined as a one of the benefits per the Pathway Master Plan if people were trying to access the existing pathway on the southside of Roselawn Avenue.

To illustrate the preference of a potential pathway installation within the Aldine Street right-of-way, staff calculated its score in accordance with the six criteria outlined under Section 6 of the 2021 Pathway Master Plan. The six criteria are:

1. Connects to multiple destinations
2. Volume of usage
3. Connects to regional system
4. Addresses a gap or barrier in the transportation network
5. Connects to transit, and
6. Connects high-density residential to transit or parks

Based on these criteria and the applicable scoring, with a higher score giving higher preference to the installation, the Aldine Street pathway scored a total of 7 points. The current plan has pathways scoring in a range from 25 points to 5, therefore the proposed path would be a lower preference installation.

While the score does not determine whether a pathway should or should not be installed in any right-of-way corridor, this evaluation simply provides the preference of installation between approved pathways within the plan.

9. Options and Staff Summary

Given the feedback from residents and the various factors outlined in this memo, the following options are available for City Council consideration:

a. Proceed with Full Vacation of the Aldine Street Right-of-Way

This option would eliminate public access through the corridor, granting the land to adjacent property owners, subject to utility easements. It would address concerns regarding privacy and property rights but remove the opportunity for future pedestrian access.

b. Retain Right-of-Way and Designate a Public Pathway; Update Pathway Master Plan

This would preserve the 30-foot right-of-way and initiate an update to the Pathway Master Plan. A formal pathway would be scored and prioritized through the evaluation process and constructed in the future, requiring tree removal, grading, and capital funding. Once constructed, the right-of-way would be vacated and a pathway easement retained.

c. Do Nothing - Retain Right-of-Way with No Pathway Improvements

The City could maintain the right-of-way without pursuing pathway improvements at this time. This option would preserve the land for potential future use while deferring the financial and design decisions until a later date.

Correspondence Summary:

All public correspondence received through the date of this memo's finalization is included in Appendix A for reference. This includes written comments, emails, or petitions submitted by residents in support of or in opposition to either pathway installation or vacation.



Fifth Street Towers
 150 South Fifth Street, Suite 700
 Minneapolis, MN 55402
 (612) 337-9300 telephone
 (612) 337-9310 fax
 kennedy-graven.com
 Affirmative Action, Equal Opportunity Employer

RACHEL G. TIERNEY

Attorney at Law
 Direct Dial: (612) 337-9234
 Email: rtierney@kennedy-graven.com

To: Patrick Trudgeon, City Manager

From: Rachel G. Tierney, Attorney at Law
 KENNEDY & GRAVEN, CHARTERED

Date: July 15, 2025

Re: Future use of land dedicated as right-of-way.

BACKGROUND AND QUESTION

On April 21, 2025, the Council held a public hearing to consider the Aldine right-of-way (ROW) vacation. The ROW was dedicated as right-of-way as part of the Mid Oaks Plat. City staff initiated the proposed vacation. Therefore, approval of the vacation required a four-fifths vote of the City Council. At the April 21st public hearing, several residents testified both in favor of the vacation and against the vacation. Residents who opposed the vacation expressed support for formally converting the right-of-way to a pathway or a park. The Council requested further information from staff on the feasibility of using the ROW as a pathway. On June 16, 2025, the motion to approve the vacation failed for lack of a four-fifths vote.

I have been asked whether the ROW could be converted into parkland so that it could be left natural with a woodland path similar to other paths found in parks.

ANALYSIS

The city obtained the ROW easement as part of the Mid Oaks Plat. In general, property dedicated on a plat must be put to the designated use. Minnesota courts have examined the conversion of property dedicated as a public square. In City of Zumbrota v. Stafford Western Emigration Co., the Court held that the sale of property dedicated as a public square could not be sold to a private developer for construction of a senior citizen's residence. 290 N.W.2d 621, 623 (Minn. 1980). In Headley v. City of Northfield the Court enjoined the conversion of a public square into athletic fields and a playground for a school. 35 N.W.2d 606 (Minn. 1949). In the Hadley case, the Court explained that the city, as trustee of the public square, "had a duty to devote to the public square the uses intended by its dedicator."

On the other hand, courts have permitted cities to alter future uses from the strict language of the dedication provided that they are consistent with the reason for conveyance. For example, a donor

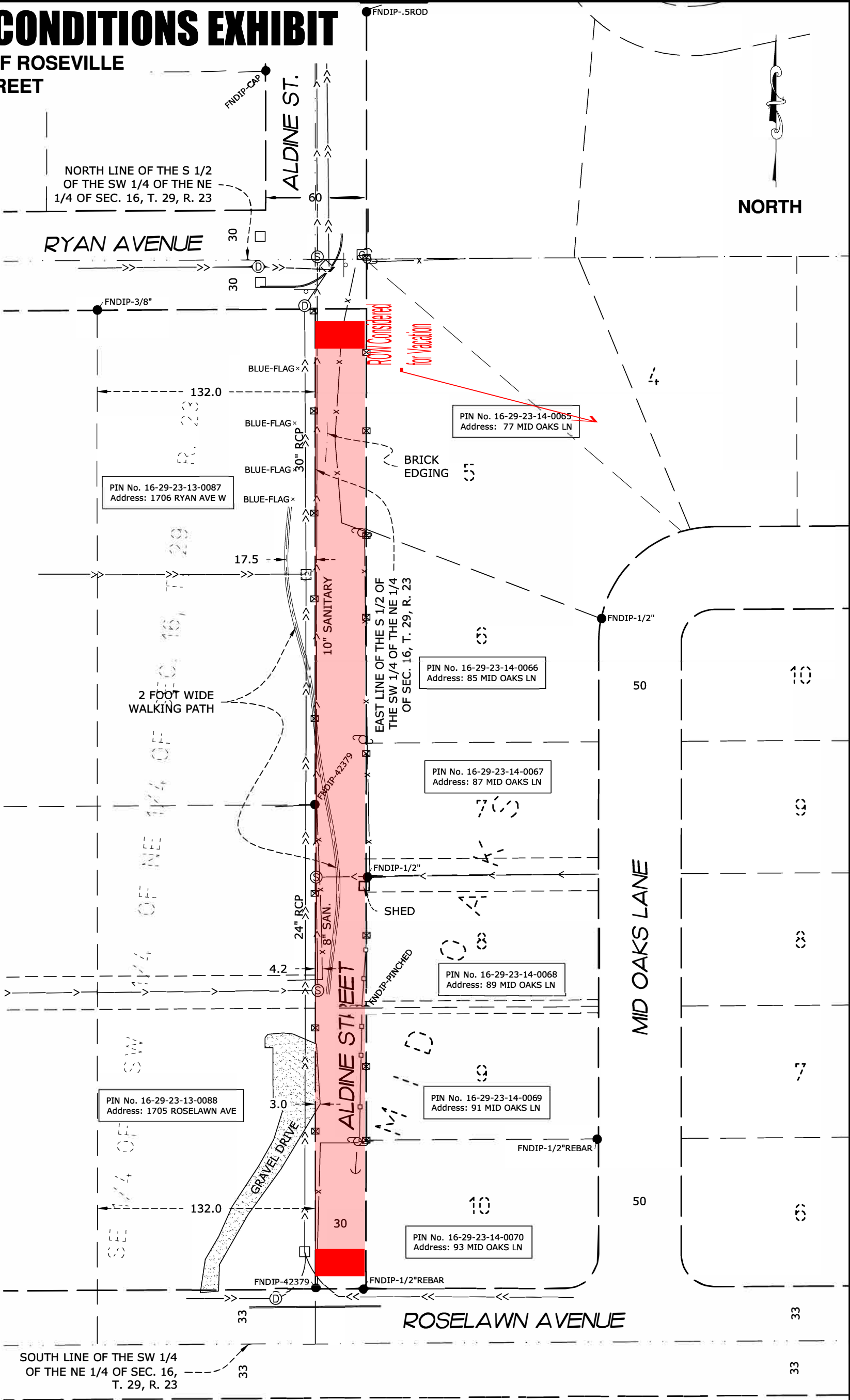
conveyed an auditorium to the city of Red Wing. John Wright & Assocs., Inc. v. City of Red Wing, 106 N.W.2d 205, 207 (Minn. 1960). The auditorium was later converted to a movie theater and leased to a private entity to operate. The Court upheld the lease. In doing so, the Court relied on a case from 1896 that examined whether a city could construct a warehouse on property dedicated to the city for public use as a “levee” or “landing.” Regarding the future use of property conveyed to the public, the Court explained:

It is elementary and fundamental law that, if a grant is made for a specific, limited, and definite public use, the subject of the grant cannot be used for another and different use. Its use must be restricted to that for which it was dedicated. . . . However, no narrow or unreasonable definition should be placed upon the nature of the use . . . nor any unreasonable limitation imposed[.] . . . It is only when there has been a clear diversion of the property to a use inconsistent with that for which it was dedicated that courts would feel warranted in interfering; and this will usually be largely a question of fact, depending on the facts and circumstances of each particular case.

City of St. Paul v. Chicago, M. & St. P. Ry. Co., 68 N.W. 458, 460 (Minn. 1896). In the current situation, the developer of the Mid Oaks Plat dedicated the land as right-of-way. Certainly, creation of a pathway would not be “a clear diversion of the property” to an inconsistent use. Further, it is unlikely, in my opinion, that a court would be concerned over which city department is responsible for maintaining the ROW, provided that, to the extent it is improved, such improvement is consistent with use as a right-of-way. It is less clear how a court would view a conversion simply to a park with no pathway. If the Council seeks such a result, I recommend that the Council make specific findings in support of how a park use with no pathway is consistent with the right-of-way designation.

EXISTING CONDITIONS EXHIBIT

~for~ THE CITY OF ROSEVILLE
ALDINE STREET



LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
 - ⊠ DENOTES SET LATH ON LINE
 - ⊡ DENOTES CABLE PEDESTAL
 - DENOTES CATCH BASIN
 - ⌋ DENOTES GUY WIRE
 - ⊙ DENOTES POWER POLE
 - ⊕ DENOTES SANITARY SEWER MANHOLE
 - ⊖ DENOTES SIGN
 - ⊗ DENOTES STORM SEWER MANHOLE
- x—x— DENOTES FENCE
 - o—o— DENOTES WOOD FENCE
 - ▨ DENOTES GRAVEL SURFACE
 - >—>— DENOTES EXISTING SANITARY SEWER
 - >>—>>— DENOTES EXISTING STORM SEWER

DATUM: Ramsey County

JOB NO. 25.0719ED

REVISIONS			
1			
2			
3			
NO.	DATE	DESCRIPTION	BY

**E. G. RUD & SONS, INC.**
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701
www.egrud.com

SCALE: 1" = 60'
DATE: 7/16/2025
DRAWN BY: BPN
CREW: JH/CB

6. PREFERENCE LIST OF PATHWAY SEGMENTS

Previous versions of the Pathway Master Plan included a list of priority projects and ranking based on qualitative evaluation criteria as defined by the Pathway Advisory Committee (a defunct group of citizens that served as a steering committee for the Pathway Master Plan). Committee members identified the list of priority projects and individually scored them based on the evaluation criteria. The scores were then weighted and added up to provide a composite score and rank for each project. While the ranking process was beneficial, there was concern that scoring system provided inconsistent results, and that future updates could result in different ranking results.

As part of the 2017 Pathway Master Plan update, the PWETC revised the scoring system and evaluation criteria for use in this plan. The updates were intended to be simplified, quantitative, and easily replicated for future use. The PWETC assessed and consolidated the 10 previous evaluation criteria down to 6 criteria. The PWETC then modified the scoring for each criterion and established quantifiable measurement tools using readily available GIS data and City maps. In addition, the PWETC revised the list of projects for evaluation to eliminate previously completed pathway segments and divide up longer segments to reduce the potential for over-scoring due to project length. Based on the updated evaluation criteria, City staff utilized GIS data to apply the scoring system to the updated list of preferred projects.

The following evaluation criteria were used by the PWETC to rank projects based upon the applied scoring system.

Evaluation Criteria

1) Connects multiple destinations.

Provides safe and convenient access to businesses, schools, churches, work, parks and other community amenities and destinations.

Add one point for each type of destination within 1/4 mile of pathway

- 1-Each-Institutional use (school, university) within 1/4 mile
- 1-Each-Park/Open Space use within 1/4 mile
- 1-Each-Public facilities within 1/4 mile
- 1-Total-Industrial/Office use (employment centers) within 1/4 mile
- 1-Total-Commercial use within 1/4 mile

Measurement tool: City's Future Land Use Map

2) Volume of usage.

The pathway corridor has shown a consistent need for facility development based on its ability to serve the surrounding population and employment base.

Total population within 1/4 mile of pathway

- 3-Population is 3,000 or greater

- 2-Population is 2,000 to 2,999
- 1-Population is 500 to 1,999
- 0-Population is less than 500

AND

Total employment within 1/4 mile of pathway

- 3-Employment is 3,000 or greater
- 2-Employment is 2,000 to 2,999
- 1-Employment is 100 to 1,999
- 0-Employment is less than 100

Measurement tool: US Census Block Dataset

3) Connects to regional system.

Provides linkage to the larger network of pathways that extend beyond Roseville. The pathway serves longer trips within Roseville and into neighboring cities.

- 3-Regional corridor (county road, regional/state trail, RBTN route)
- 2-Local pathway that directly connects to regional corridor or Parks & Recreation System Master Plan Trails and Parks Constellation Link.
- 1-Pathway provides local connection only

Measurement tool: City's Pathway map and regional bikeways mapping

4) Addresses a gap or barrier in the transportation network.

Addresses a pathway network gap along the transportation network and/or crosses a major barrier. Eliminates a major barrier or safety concern in the pathway network that may inhibit bicycle or pedestrian travel.

- 5-Provides enhanced safe crossing (grade separated or improved intersection) of major highway (I-35W, TH 36, Snelling Avenue) or railroad
- 4-Completes pathway along A-Minor Arterial roadway
- 3-Completes pathway along Other Arterial roadway
- 2-Completes pathway along Major Collector roadway
- 1-Completes pathway along a Local roadway

Measurement tool: City's Roadway Functional Classification Map

5) Connects to Transit

Connects bus stops, transit hubs, or provides a connection to other transit.

- 3-Transit Center or park and ride within 1/4 mile of pathway
- 2-A-BRT Station within 1/4 mile of pathway
- 1-Bus stop within 1/4 mile of pathway

Measurement tool: GIS, transit routes and stops

6) Connects High-Density Residential to Transit or Parks (Max 5 Points)

Improves access for densely populated areas to the City's transit and park facilities.

- 2-Per 100 units-Pathway connects multi-family residential or mixed use area to transit stop or park within 1/8 mile walking distance
- 1-Per 100 units-Pathway connects multi-family residential or mixed use area to transit stop or park within 1/4 mile walking distance

Measurement tool: GIS, City's Existing Land Use Map, transit routes and stops

Scoring Results

The following table shows the cumulative results of scoring the preference list of pathway projects using the evaluation criteria established by the PWETC. See Attachment 6 for a more detailed Project Preference List and Scoring Results. Segments with * next to the project name are new segments added to the plan. Segments with # next to the project name are segments that are shown on the Parks & Recreation System Master Plan Trails and Parks Constellation link.

Segments that are highlighted in green are pathway segments on arterial roadways with volumes greater than 4,000 ADT which do not have a pathway on either side of the roadway.

Project Preference List			
Map Ref.	Project Name	Total Points	Pathway Master Plan and Parks Constellation Plan Rank
Pathway Master Plan Segment on Arterial Roadway with more than 4,000 ADT, with no pathway on either side of the roadway.			
Parks and Recreation Master Plan Constellation Link			
28	Snelling Avenue*	25	1
4A	County Road C (A)	23	2
9	Snelling Avenue South of Highway 36	22	3
16	Rosedale to HarMar Connection	22	3
12C	Lexington Avenue (C)	22	3
12A	Lexington Avenue (A)	21	6
12B	Lexington Avenue (B)	19	7
4B	County Road C (B)	19	7
3A	County Road C-2 (A)	18	9
4C	County Road C (C)	18	9
4D	County Road C (D)	18	9
6	Cleveland Avenue	17	12
13	Rice Street	17	12
25A	Hamline Avenue A	17	12
10	Victoria Street (north of C)	16	15
CC-3	Constellation Link C3	16	15
36	Snelling Service Dr E	16	15
2	County Road C-2 West of Snelling	15	18
8	TH 51 connection to Old Snelling (Arden Hills)	15	18
25B	Hamline Avenue B	15	18
3B	County Road C-2 (B)	15	18
CD-1	Constellation Link D1	15	18
27	Tamarack Park Connection*#	14	23
CC-2	Constellation Link C2	14	23
CK-2	Constellation Link K2	14	23
35	Fairview Ave, west side B2 to C2	14	23
29	Commerce Street*	13	27
CF-3	Constellation Link F3	13	27
CI-1	Constellation Link I1	13	27
37	Lydia Avenue	13	27
5	County Road C Sidewalk	12	31

Project Preference List			
Map Ref.	Project Name	Total Points	Pathway Master Plan and Parks Constellation Plan Rank
Pathway Master Plan Segment on Arterial Roadway with more than 4,000 ADT, with no pathway on either side of the roadway.			
Parks and Recreation Master Plan Constellation Link			
7	Fairview Avenue C (north of B-2)	12	31
31	Pascal Street*	12	31
CC-1	Constellation Link C1	12	31
CF-2	Constellation Link F2	12	31
18	Judith to Iona Connection#	11	36
CA-1	Constellation Link A1	11	36
CH-1	Constellation Link H1	11	36
CHI	Constellation Connection H to I	11	36
CN-1	Constellation Link N1	11	36
1	County Road D	10	41
11	Dale Street South	10	41
19	Lovell to Minnesota Connection	10	41
21	Millwood to County Road C2 Link	10	41
24	Alta Vista Drive	10	41
30	Albert Street*	10	41
CB-2	Constellation Link B2	10	41
CG-1	Constellation Link G1	10	41
CG-2	Constellation Link G2	10	41
CH-2	Constellation Link H2	10	41
CL-1	Constellation Link L1	10	41
CL-3	Constellation Link L3	10	41
CM-2	Constellation Link M2	10	41
CM-4	Constellation Link M4	10	41
CN-3	Constellation Link N2	10	41
34	Marion Street	10	41

Project Preference List			
Map Ref.	Project Name	Total Points	Pathway Master Plan and Parks Constellation Plan Rank
Pathway Master Plan Segment on Arterial Roadway with more than 4,000 ADT, with no pathway on either side of the roadway.			
Parks and Recreation Master Plan Constellation Link			
23	Cohansey St to HANC Connection	9	57
CA-2	Constellation Link A2	9	57
CB-1	Constellation Link B1	9	57
CE-3	Constellation Link E3	9	57
CG-3	Constellation Link G3	9	57
CK-1	Constellation Link K1	9	57
CL-4	Constellation Link L4	9	57
CM-1	Constellation Link M1	9	57
CM-3	Constellation Link M3	9	57
33	Tamarack Park	9	57
20	Villa Park Connections	8	67
CF-1	Constellation Link F1	8	67
CF-4	Constellation Link F4	8	67
CL-2	Constellation Link L2	8	67
17	Heinel Drive Connection	7	71
CE-2	Constellation Link E2	7	71
CJ-1	Constellation Link J1	7	71
32	Eustis Street	7	71
14	Langton Lake Loop	6	75
22	Eustis to St. Croix Connection	6	75
CE-1	Constellation Link E1	6	75
CA-3	Constellation Link A3	5	78
CD-2	Constellation Link D2	5	78

The results of the scoring exercise will be used by the City to assist in prioritizing future pathway projects as part of the annual capital improvement program update. However, it is important to note the list of preferred projects will not be implemented based on the ranking results, as this list is intended to be updated periodically. In addition, there are several factors that can affect the timing and cost of developing pathway projects. These factors include coordination with planned roadway improvements (when it may be most feasible to construct new pathway segments), the availability of right-of-way, utilities, constructability, and magnitude of project in terms of both length and cost. For example, if a proposed pathway project is located along a roadway that is programmed for reconstruction, then coordinating the pathway improvements with the road improvements is the best opportunity to implement the project (regardless of project ranking). Likewise, the ability for a proposed pathway project to obtain external funding could also accelerate the development of such a project.

Aldine Petitioned ROW Vacation

Public Works



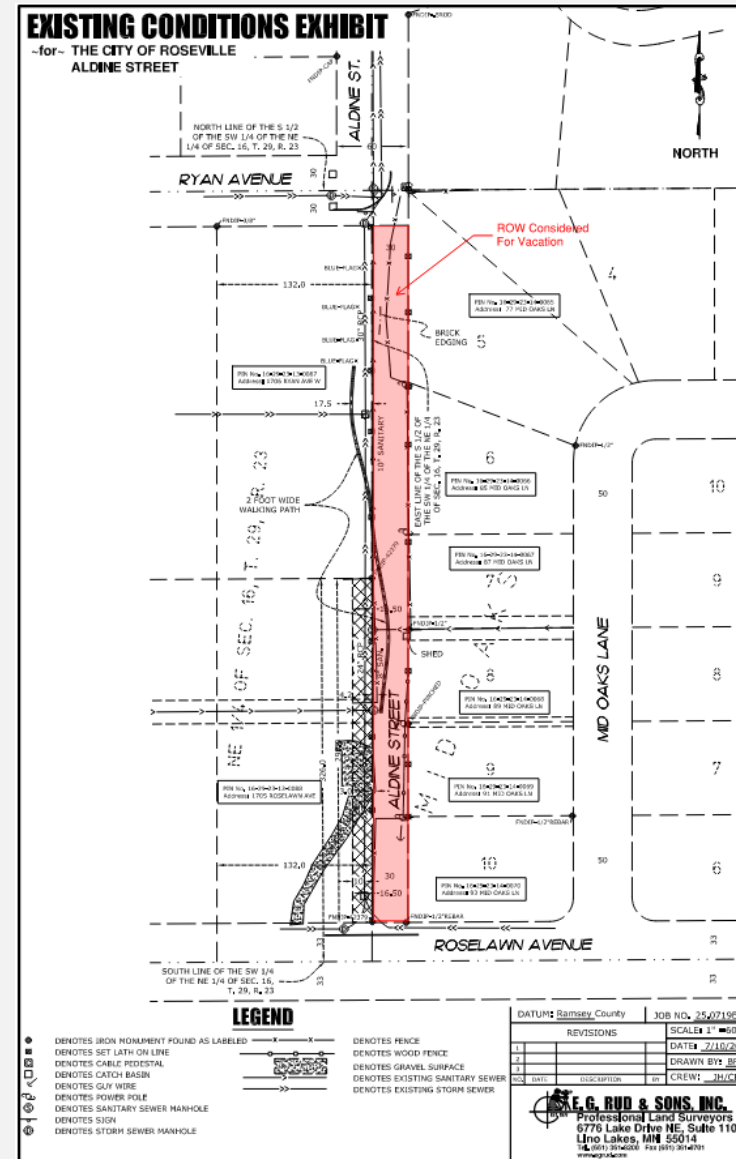
PORTION OF ALDINE STREET THAT LIES WITHIN THE PLAT OF MID OAKS

30 feet of ROW as dedicated in the Mid Oaks Plat.



Aldine Vacation

Existing Conditions



Survey shows the “existing pathway”

Aldine ROW Vacation

Memo

Pathway Feasibility Memo Summary

1. Only have 30' of potential ROW for a pathway
2. There is some support and some opposition to using this ROW for a pathway
3. Segment is 590' long. The 30' segment has significant amount of trees and would be impacted if a pathway was constructed.
4. Costs – Could be either a sidewalk or trail. Costs vary between \$84,000 - \$177,000 plus additional cost for crosswalk treatments if enhancement were determined to be needed.
5. 590' long pathway would provide ¼ mile connection. Without the connection the walk is approximately 1,900 feet (~3.3x) further via Fairview or approximately 2,700 feet (~5x) further via Snelling.
6. Based on Pathway Master Plan scoring criteria, the preference points are 7. The current plan has pathway that go from 5-25 so this is on the lower end.

City Attorney Future use of land dedicated as ROW Memo

1. Reviews if ROW could be converted into parkland so it could be left natural with a woodland path or similar as in other parks
2. Recommends that the Council make specific findings in support of how a park use with no pathway is consistent with the right-of-way designation.

Aldine ROW Vacation

Requested Council Action

Open Public Hearing

Consider approval of a resolution approving the right-of-way vacation of a portion of Aldine Street that is located between the properties located adjacent to 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. [Attachment 1]

A 3/5th vote is required since this is a petitioned vacation.

Alternative action

Consider a motion to approve retaining right-of-way and designate a public pathway and to update the Pathway Master Plan

If the vacation is not approved, and no other motion is made and approved, the status of vacation will remain as-is.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 7/21/2025

Item No.: 7.d.

Department Approval



City Manager Approval



Item Description: Receive County Road C Project Update and Crossings to Acorn Park

Background

On January 6, 2025, a petition was brought before City Council from neighboring residents in opposition to the eight-foot bituminous pathway proposed on the north side of County Road C between Western Avenue and Rice Street. That proposal also had two median-protected pedestrian crossings mid-block between Virginia Avenue and Farrington Street and another between Matilda Street and Galtier Street. Council voted to not support the construction of the pathway, but to keep the segment in the Pathway Master Plan. Council also noted a desire to see a crossing on the east side of Matilda Street (see Minutes in Attachment 5).

The project team, including consultants and county staff, in coordination with City staff, reviewed crossing options after the removal of the proposed pathway on the north side. Existing crosswalk markings at Farrington Street and Galtier Street do not meet the current county crosswalk policy and will be removed with the project. City staff, including Parks and Recreation, had concerns about the number of people attending ball games that park on Farrington Street, and cross County Road C at Farrington Street. To accommodate that pedestrian movement, the ballfield parking lot is proposed to be changed to a one-way (eastbound) and a median-protected crossing is proposed just east of Farrington Street. To provide a safe crossing for residents further east of Farrington Street, and not prohibit any vehicular movements into the park nor onto side streets, a median-protected crossing could be provided near the tennis courts between Matilda Street and Galtier Street if the crossing was connected with a 6-foot-wide sidewalk between Matilda Street and Galtier Street. Attachments 3 and 4 show the crossing at Farrington Street and the option of the crossing at the tennis courts. The proposals shown in the attachments could be built with the project with no permanent right-of-way easements and minimal or no temporary easements.

After an introduction by City staff, John Mazzitello, Ramsey County Deputy Director of Public Works, and Luis Flores, Ramsey County Traffic Engineer, will give an update on the 2026 4-to-3 lane conversion of County Road C design and schedule, and also plans for the reconstruction of the County Road C bridge over the railroad between Lexington Avenue and Victoria Street.

Policy Objectives

It is a City goal to create a sustainable, safe, and accessible transportation network by encouraging more efficient use of existing roadways and limiting the need for future roadway expansion.

Equity Impact Summary

The action is asking for feedback, not approval. Providing an ADA-compliant, median-protected pedestrian crossing from the neighborhood to the park and sidewalk will provide more equitable and safe access. However, the impacts to the boulevard, within the existing Ramsey County right-of-way, may be perceived as impacting private property.

Budget Implications

Per Ramsey County's Cost Participation Policy, Roseville and Little Canada may participate in the design fees, right-of-way acquisition, and construction currently budgeted in the County's Transportation Improvement Plan (TIP). Based on similar projects on county roads, costs for pathway improvements and any right-of-way are split 50:50 between the County and the City. Due to changes in the project, Roseville anticipates significantly lower costs than the \$500,000 in the last draft of the County TIP. Roseville anticipates using Municipal State Aid funds for our share. A cooperative construction agreement would be prepared and would include the City's costs. This would be brought to Council for final approval.

Staff Recommendations

Receive update and provide feedback.

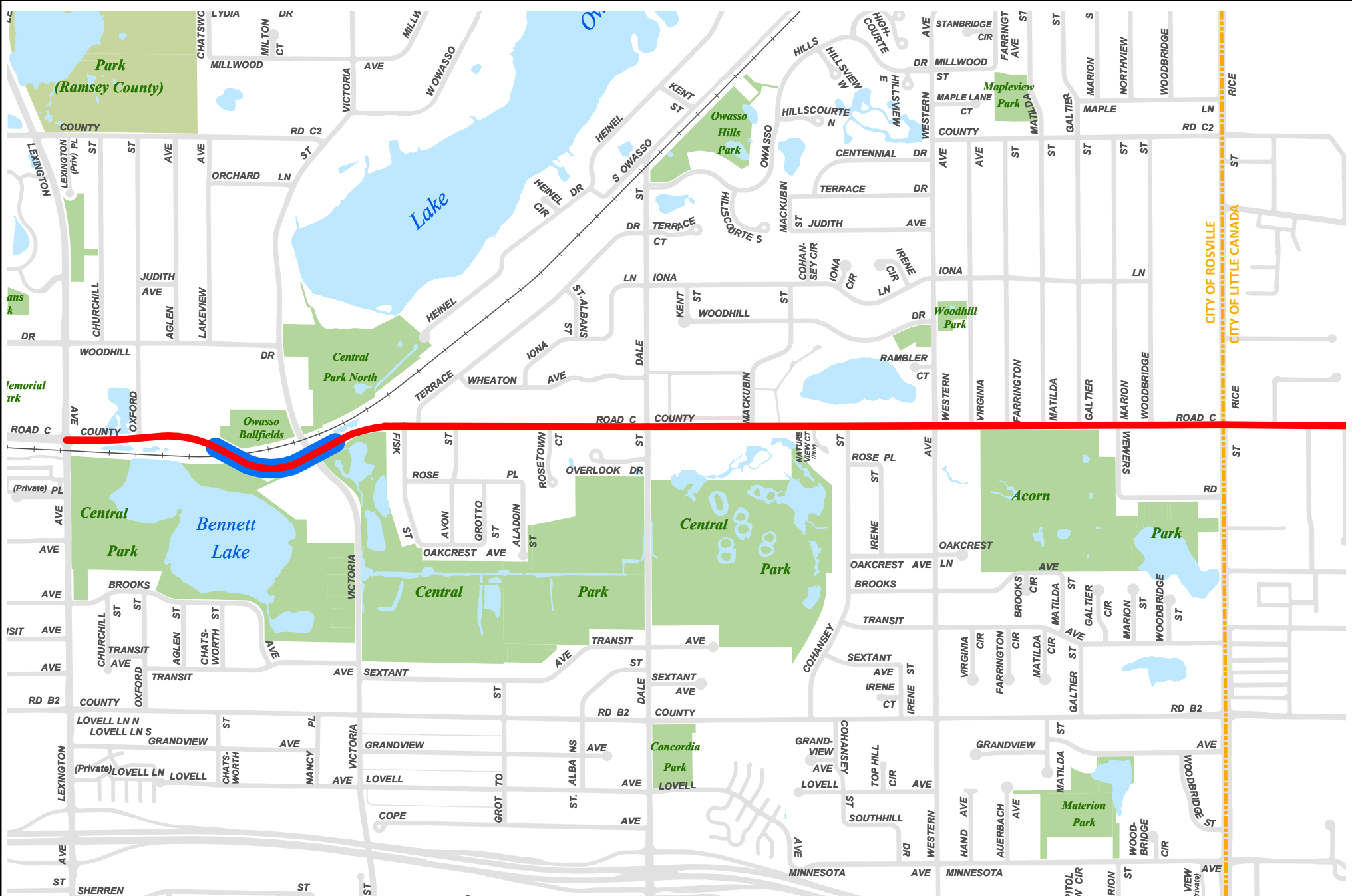
Requested Council Action

Receive update and provide feedback.

Prepared by: Jennifer Lowry, Assistant Public Works Director / City Engineer

Attachments:

1. Location Map
2. Presentation
3. Layout 1
4. Layout 2
5. Excerpt from January 6, 2025 Council Meeting



Ramsey County Road C (CSAH 23) Project Lexington Ave to Little Canada Rd



Prepared by: Engineering Department

7/10/2025

-  4 to 3 Lane Conversion Project
 Bridge Project
 City Boundary

Data Sources

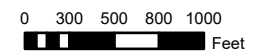
* Ramsey County GIS (4/2/2024)

* City of Roseville Community Development

* City of Roseville Finance Department

DISCLAIMER

This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are current, complete or accurate, and that the GIS Data may be used for navigation, tracking or any other purpose without understanding resulting inaccuracies of distance or direction. No warranty is made in the use of the data, and no responsibility for discrepancies are found except those stated at 601-762-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §486.03, Subd. 2 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly disclaims, 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.



2026CtyRdCProject

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County Road C Project Update & Crossing to Acorn Park

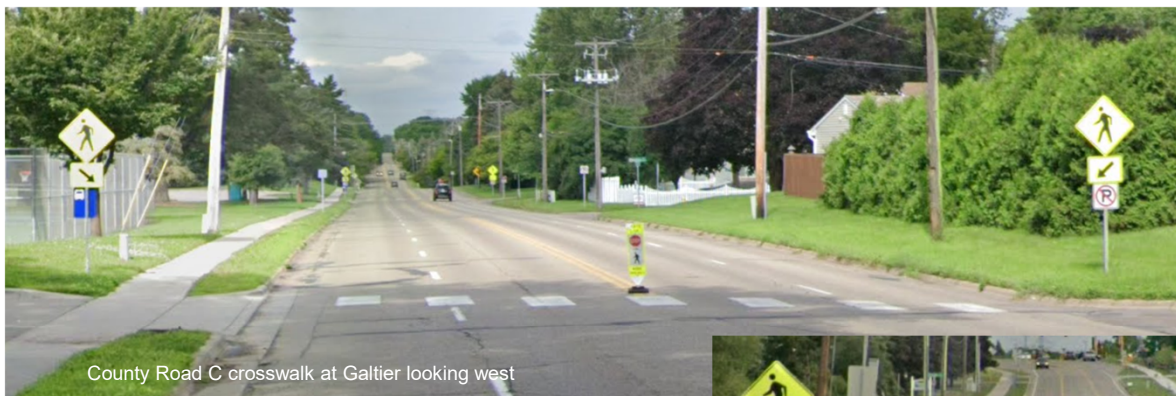
Council Meeting
July 21, 2025



County Road C

Agenda

- Introduction by Roseville Staff
- Project Design & Schedule Update by County Staff
- Crossings to Acorn Park Update by County Staff



County Road C crosswalk at Galtier looking west

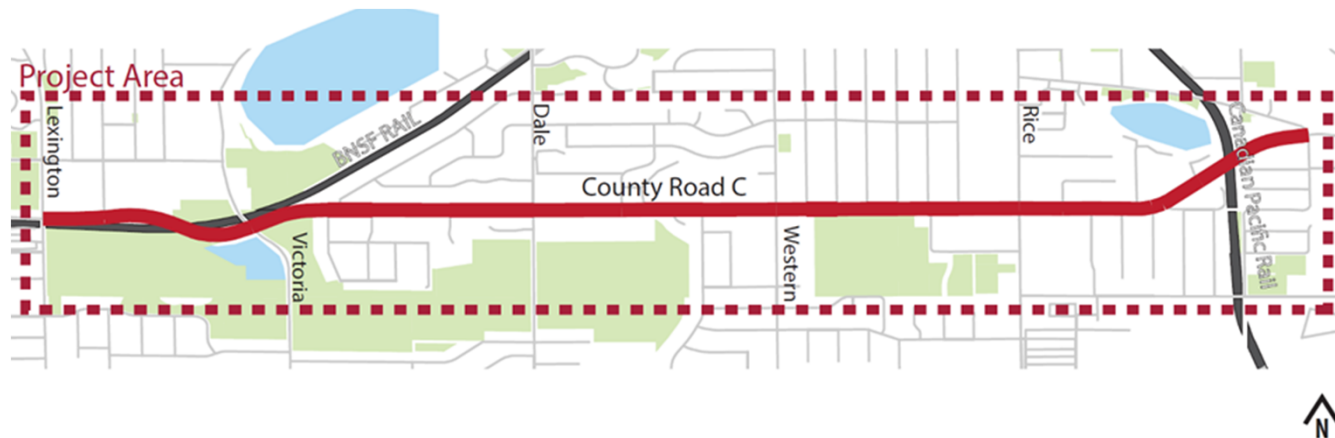


Old Hwy 8 Crossing near Sandcastle Park

County Road C

Project Overview

- County-led project from Lexington Ave to Little Canada Rd. Project within City of Roseville ending at Rice St includes:
 - 4-to-3 lane conversion
 - Pavement rehabilitation
 - Addition or enhancement of ADA pedestrian facilities
 - Signal modifications at Rice St and Lexington Ave
 - Intersection modification study at Victoria St
 - Bridge over BNSF Railroad



County Road C

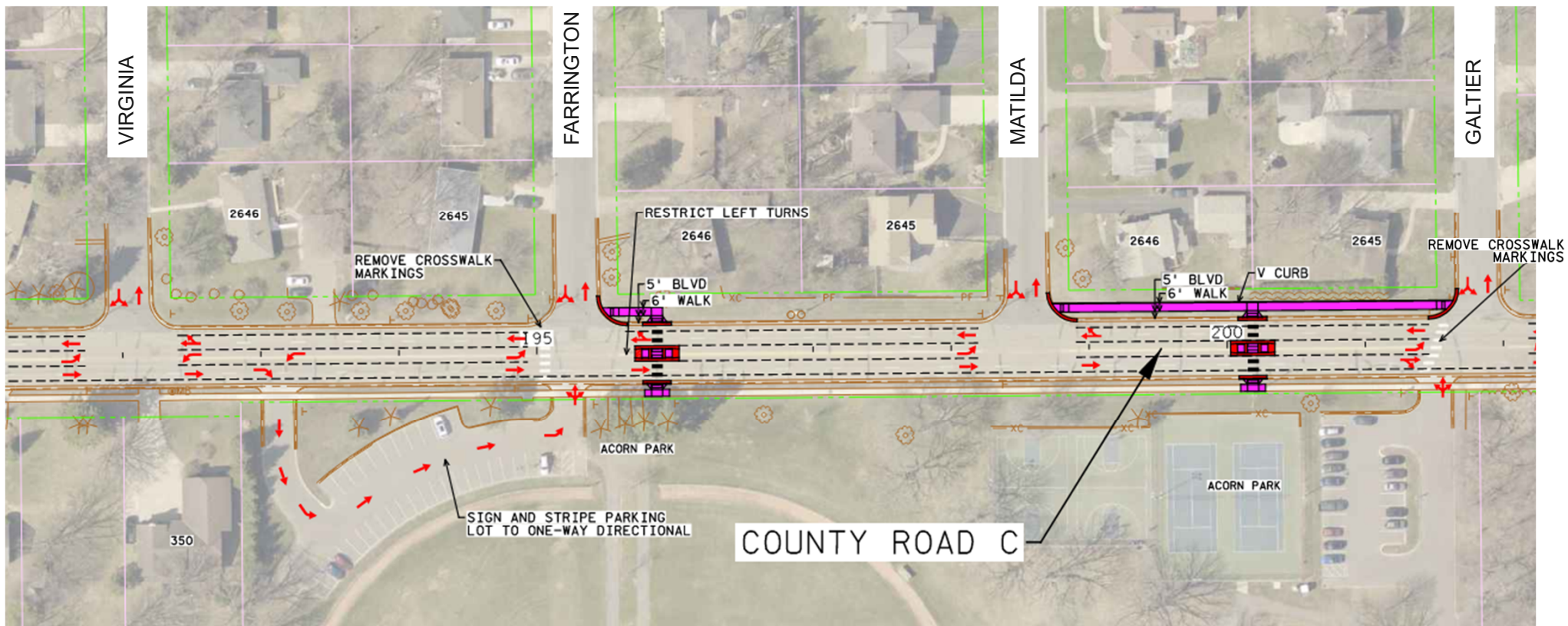
Project Schedule

- Preliminary Design – Fall 2023 to 2024
- Open House #1 May 21, 2024 – Roseville City Hall
- Open House #2 October 16, 2024 - Roseville Oval
- Open House #3 August 28, 2025 – Roseville Oval (tentatively scheduled)
- Final Design – 2025 (right-of-way process, secure permits, cooperative agreement)
- Construction – 2026 (roadway and bridge)



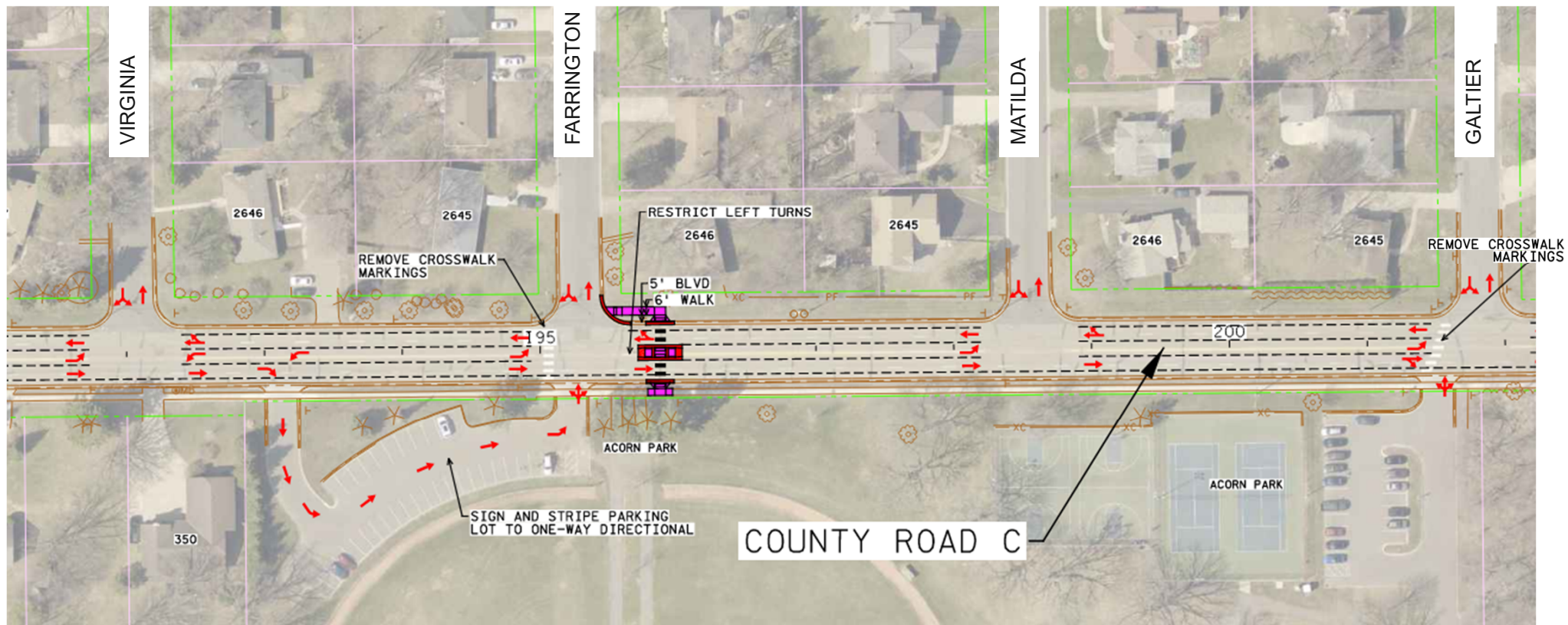
County Road C

Figure 1 – two protected crossings proposed



County Road C

Figure 2 – one protected crossing proposed



County Road C

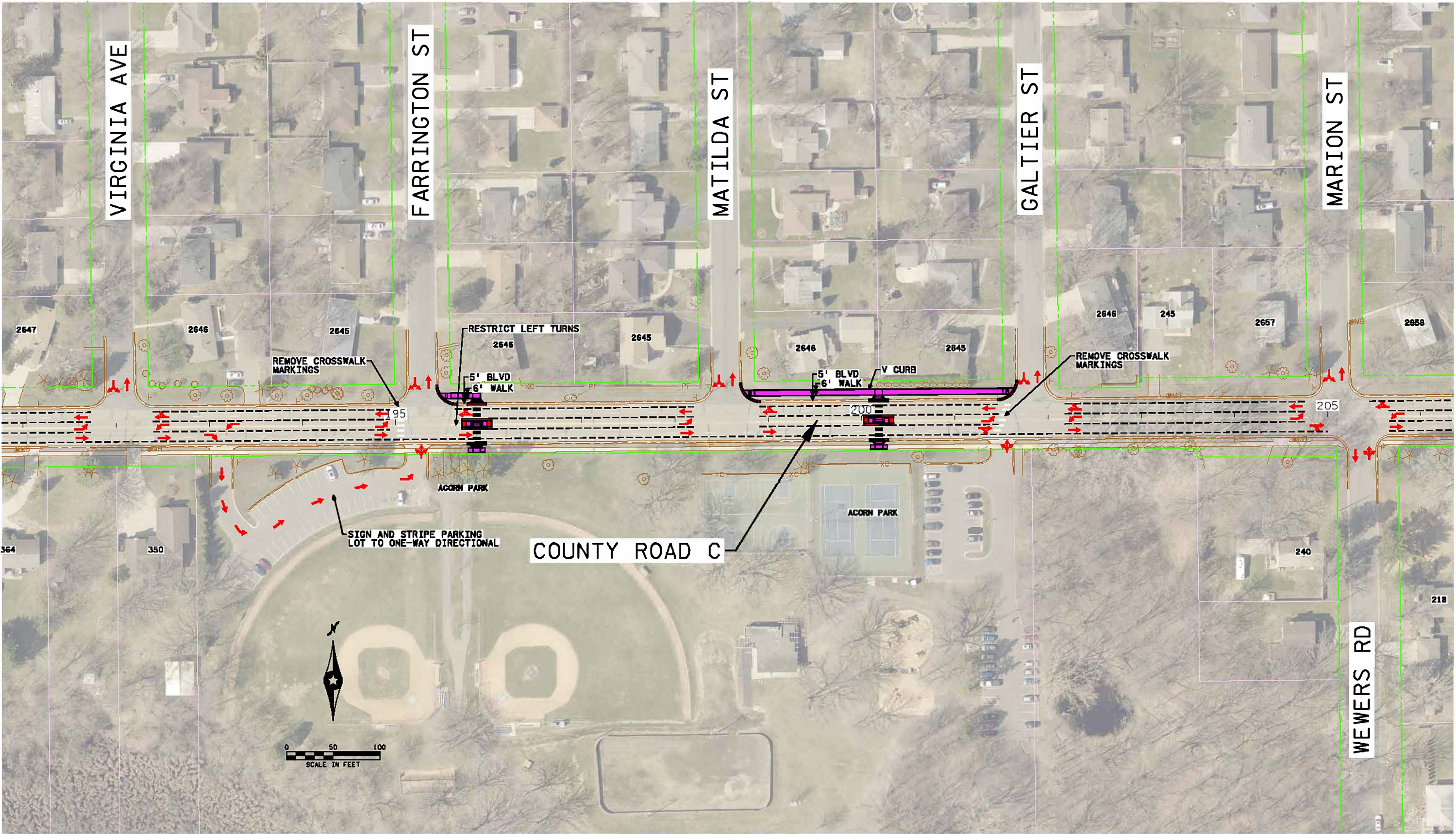
Request Council Action

Requested Council Action

Receive update and provide feedback.

Q&A

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Job #16960
6/18/2025

Mid-Block Crossing
CR C 4-to-3 Lane Conversion
Roseville, MN

Figure 1

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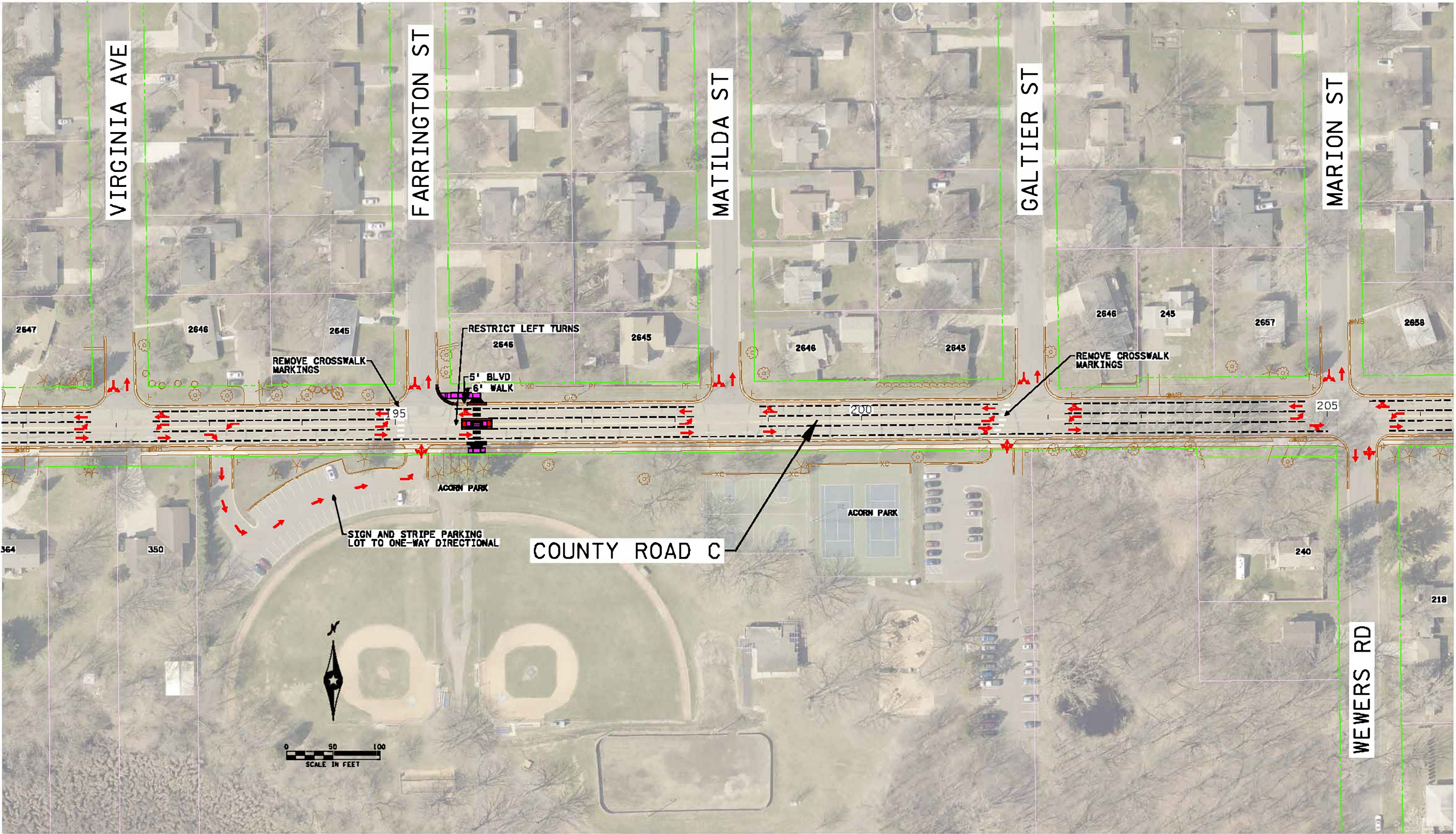


Figure 2

Excerpt from:

**Regular City Council Meeting Minutes
City Hall Council Chambers, 2660 Civic Center Drive
Monday, January 6, 2025**

1. **Pledge of Allegiance**
2. **Oaths of Office**

a. Councilmember Matt Bauer

City Manager Patrick Trudgeon welcomed everyone to the meeting. He explained he was pleased to be here tonight to welcome in our one new council member and returning council member.

City Manager Patrick Trudgeon introduced Matthew Bauer, the newest member of the City Council, and explained that Mr. Bauer's son, Carsten, would help to administer the Oath of Office.

Councilmember-elect Bauer recited and signed the Oath of Office.

Councilmember Bauer thanked everyone for being at the meeting and participating and being interested in local government. He wanted to thank his family sincerely. He started with his oldest, Carsten, who helped to administer his oath was never tired of talking about local government. He hoped that it would help with his US History grade. He also wanted to thank his other two children, Andreas and Juliane, who understood why he missed their practices and games, and when he was there, he understood that the drive home would be filled with phone calls about parks, public safety, public works, and budgets. Most of all, he thanked his wife, Stefanie, who, after some convincing, decided to let him run for City Council. Once she decided that, she was supportive, always there, and always picking up the pieces in the family when he was not around.

Councilmember Bauer also wanted to thank his supporters, who were always willing to help. Be a door knocker, hand out literature, attend events, be in parades, or just talk with their neighbors and share all their advice with them. He stated it helped during the campaign, that their passion for Roseville meant so much, and that he continually learns from all of them. He also thanked the City Council Members and the Mayor, who were always positive and available to share their experiences and help him on this journey. He also wanted to thank all the department heads for taking the time to explain their departments, helping him to understand the Roseville vision, and assisting and telling him about their challenges and opportunities. He indicated he was looking forward to working with everyone at Roseville. He also wanted to thank the residents of Roseville who elected him to represent them. It has been such a privilege to meet so many of you during door-knocking during those events; your stories about Roseville, your visions for it, and everything in between are a key part of what makes Roseville, Roseville, this

such a wonderful place. He noted he was deeply humbled to be elected and looked forward to productively serving all of Roseville in collaboration with his fellow City Council members.

b. Councilmember Julie Strahan

City Manager Patrick Trudgeon indicated Councilmember Strahan's husband, Frank, and sister, Katie, would help to administer the Oath of Office for her.

Councilmember Strahan recited and signed the Oath of Office.

Councilmember Strahan wanted to say a special thank you to the folks who she invited to join them today. She explained she had not intended, as many people know, to run for a second term, but she put her name in, and at the end of the filing season, there were no women and no people of color and she really wanted to save space for those folks. She thanked her sister, Katie, her sister-in-law, Linda, who lives in Roseville, her husband, Frank, and her family, who were her support behind the scenes and did a lot of extra work. But this time also, she noted she had help from Phil Norcross, Phil Blackbird Cross, Gina and Todd Anderson, Chelsea, and Noah, Rick and Sherry Sanders, Kathy Ramundt and many others. She wanted to thank them all for being her support because they keep doing this work.

Councilmember Strahan stated today she had, not to diminish the *Bible*, but to show its importance, swore her oath on "*The Conscience of a Liberal*" by Paul Wellstone because she really believed that we all do better when we all do better, and that's why she gets up and does this work. She indicated that was her daily goal, why she stands here, and why she comes to meeting after meeting, when sometimes she does not feel like she is seeing a lot of progress, but it's a collective good and trying to be fair. She noted that her sister Katie knows well that their mom always said that life isn't fair, and today is the third anniversary of their mom's passing. But because of that, she works hard to make life fair. And so, she wanted everyone to know that she would try to give the same to every person who walks in the door and every person in the city, all 36,000 people. She explained she was going to make it fair and was going to try to give equal access to everyone, that if it worked for one person, it worked for these people, and that everyone knew she was going to be treating them as much as she could, the same.

Councilmember Strahan explained she was really proud of the work being done on the equity inclusion committee, and that was really important to her and stated that she will continue to fight for that so that every person feels like they are someone who is involved and has equal acceptance into what brings us to the city. She thanked everyone for your election and for the support and belief in her ability to do the job for another four years.

Mr. Trudgeon congratulated the two Councilmembers and explained the roll call will be done and then a quick break for some photos.

Regular City Council Meeting

Monday, January 6, 2025

Page 3

3. Roll Call

Mayor Roe called the meeting to order at approximately 6:10 p.m. Voting and Seating Order: Groff, Strahan, Schroeder, Bauer, and Roe. City Manager Patrick Trudgeon and City Attorney Rachel Tierney were also present.

Recess

Mayor Roe recessed the meeting at approximately 6:11 p.m., and reconvened at approximately 6:19 p.m.

4. Approve Agenda

Schroeder moved, Groff seconded, approval of the agenda as presented.

Roll Call

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

Nays: None.

5. Public Comment

Mayor Roe called for public comment by audience members on non-agenda items.

Ms. Kathy Ramundt, 1161 Laurie Road West, and Ms. Barb Bergseth, 146 71st Way, Fridley, Roseville Area Optimists, gave a quick presentation about a new collaborative project between Do Good Roseville and the Roseville Optimists.

Mayor Roe thanked Ms. Ramundt and Ms. Bergseth for attending the meeting and for their efforts.

6. Recognitions, Donations, and Communications

a. Proclaim January 20, 2025, Martin Luther King Jr. Day

Mayor Roe read the Martin Luther King Jr. Day Proclamation.

Strahan moved, Groff seconded, proclaiming January 20, 2025, Martin Luther King Jr. Day.

Roll Call

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

Nays: None.

7. Items Removed from the Consent Agenda

Recess

Mayor Roe recessed the meeting at approximately 6:31 p.m. and reconvened it at approximately 6:32 p.m. to correct some technical issues.

8. Business Items

a. Approve County Road C Project, Pathway/Midblock Crossings

Public Works Director Jesse Freihammer briefly highlighted this item as detailed in the Request for Council Action and related attachments dated January 6, 2025.

Mayor Roe thanked Mr. Freihammer for the information.

Councilmember Strahan thanked Mr. Freihammer for the presentation and wondered if parking was allowed in the area designated as a bike lane.

Mr. Freihammer indicated that parking would not be allowed and that no changes would be made.

Councilmember Strahan asked if the bike lanes, as presented, conform to the City of Roseville's bike master plan.

Mr. Freihammer noted that the Bike Master Plan has not been adopted yet, but it is currently in the proposed draft version of the bike plan.

Councilmember Strahan asked if that segment is part of the Bike Master Plan. She asked Mr. Freihammer to speak to the impact of the overall project, as indicated, from Victoria all the way to Little Canada road, if this particular section were altered, to amend to conform to the needs or requests of the people involved.

Mr. Freihammer explained if they were to remove those two elements from the pathway, then he guessed they would have to look back at the Pathway Master Plan and consider that whole site, though the entire County Road C corridor needs to be looked at differently. The long-term vision is to put a pathway on both sides. He noted the City has only looked to do this segment due to a specific project. Doing this to the entire segment would add significant cost. At this time, the City already has a lot of other pathways planned in the near term, with a Lexington project next year, Hamline projects the following year, and potentially other projects on Victoria Street in the near term as well. He noted there are a lot of things going on, and the City did not want to over-commit and could jeopardize funding because the City's portion of the funding is typically Municipal State Aid funding for these projects, and the City's share for the pathways, typically fifty percent on the project.

Mr. Freihammer explained that the County is supportive of adding the mid-block crossings. He stated that it would be a lot harder to add them in a couple of years if they get requests to do them like what they look like on Dale Street and the County will tell Roseville that it missed its opportunity. It is a chance to do it with a larger project.

Councilmember Strahan asked what impact the City's input had on the County's decision to move forward.

Mr. Freihammer explained the City is following the Pathway Master Plan, and he thought if the City said no, they do not want the pathway, then the County will follow that. He thought that not building the trail would impact the mid-block crossings, which would remove the need to have them. If the City moves forward with the pathway, the County will support that if the City makes a recommendation against the mid-block crossing. He noted that is ultimately the County's decision on what to do because it is their crossing, but he thought they would take the input from the City Council.

Councilmember Schroeder asked if the City taking out the mid-block crossing would the City save money.

Mr. Freihammer did not believe so. He indicated the City has not gotten into the details of the cost participation. Still, regarding the Dale Street project, the City is not responsible for any of the costs related for the three pedestrian crossings going in there. The part that the City would be providing funding for would be just the pathway and any right of way associated with the path or any right of way on the corner. Mainly, the City's cost on this project would be just the pathway cost, which would be fifty percent of the City cost, and the County would pay the other fifty percent.

Councilmember Groff noticed additional enhancements to the ADA (Americans with Disabilities Act) and asked what those would be on this project.

Mr. Freihammer reviewed with the Council the ADA improvements and speed limits that will be made in the corridor.

Councilmember Strahan wondered if the City had studied an equity impact for renters or others who might utilize this space.

Mr. Freihammer indicated that any pathway benefits everyone, especially those who do not use motorized transportation. This should benefit everyone.

Councilmember Bauer indicated that some mid-block crossings have flashers, and some do not. He asked if City staff were aware of what the County was proposing for this area.

Mr. Freihammer explained that currently, the County is not proposing to install those flashers, which are typically used for much higher-volume crossings like Central Park. This could be added later, but the County does have a pretty firm threshold on when that would get installed.

Mayor Roe indicated he had a couple of questions. First, on the mid-block crossings, the other examples he is thinking of generally seem to be places where there are not a lot of cross streets, and so there are long gaps where nothing will be

perceived as a crossing. This seems to be a little different than that. He asked if staff could talk about whether there is a policy difference in this location, as opposed to other places where the City has done or plans to do the mid-block crossings.

Mr. Freihammer explained the one it's most like is the one that the County will be doing on Dale Street at Belmont, to a degree. Some of the other ones are a little different because they're long blocks. So, it kind of doesn't matter where you put it. It ends up creating a mid-block crossing, but it does have the effect of enhancing the crossing and shortening the crossing distance. Certainly, they could also put these at an intersection. The problem is with the location of the intersection on this segment of County Road C, it would prevent the left-hand turn. When working with the county, staff didn't want to restrict left-hand turns. In this case, the only way to put these in, if you want to do them, is in the middle of the block, and that's kind of what the City Council worked with on Dale Street between Belmont and Eldridge. If you put it like at Eldridge, you'd be restricted to the park. So, it's like what the county did there., it is a little different. But it's not unprecedented.

Mayor Roe indicated he did look at and noted that on the east side of the intersection with Matilda, because there's no entrance to the park there, you potentially could put a sheltered crossing at the actual crosswalk at the intersection if you wanted to provide a little more enhanced protection at that location because there's no left turn westbound into the park property, that would be about the only spot in that area that if you wanted to locate a more sheltered crossing at an intersection, It wouldn't interfere with that left turn action there, because there's no left turn south.

Mr. Freihammer indicated that was correct. One of the concerns was it was so far to the middle of the park, and it wasn't direct, it didn't connect in a very good spot.

Mayor Roe indicated the other thing he did have a question regarding is that the Council talked about how they would like to try to do pathway projects, even if there may be a little bit lower on the priority list on the pathway master plan when they coincide with projects. So, say we didn't do this project's pathway on the north side of County Road C. Did staff have a kind of an idea of what the time frame would be for the next path, or the next pavement rehabilitation on that section of County Road C after this project gets done?

Mr. Freihammer explained typically, if the county is doing a mill and overlay, it's going to be 15 to 20 years before the county would be back to look at the project,

Mayor Roe also thought it was good to understand that time frame. His final comment was that the average daily trips in this section of County Road C, are about five or six thousand.

Mr. Freihammer explained that it varies but is five to six thousand cars daily.

Councilmember Strahan noted that priority two is County Road C. Parenthetical a. Could Mr. Freihammer speak to what area of County Road C qualifies as priority two in the parkway master plan?

Mr. Freihammer showed on the map where priority two was located.

Councilmember Strahan wondered if there was any chance that the City could take advantage of any cost savings to adjust this area, and at the same time, we would make other modifications.

Mayor Roe explained that he should point out that he had looked at this this afternoon. He stated that a majority of the sections identified in the trail master plan talk about constructing an on-road pathway either stand-alone or in addition to what's already there.

Councilmember Strahan wondered if staff could speak to the concerns of the owners of the land adjacent to the north side of County Road C regarding the easement or right of way that is owned by the City in that situation.

Mr. Freihammer explained that the County Road C right-of-way is owned by the County and they have jurisdiction over the right of way. He believed there is approximately 20 feet of right away on the north half of the road to construct any improvements. He knew there were a lot of utility lines and whatnot there as well. So, it is under county jurisdiction to use as needed. It is technically not part of the lot unless the county vacates that with the property owner. So, the county certainly has the right to construct a pathway. Certainly, if they needed easements to go on private property, the county would acquire those with 20 feet. Hopefully, there should be minimal or temporary easements if needed.

Mr. Freihammer and Ms. Lowry reviewed the County right-of-way with the Council.

Mayor Roe indicated the email the Council received from the resident concerned about building up to his property line. Certainly, the government can conceivably build the roadway right up to the edge of that property line if it is needed for transportation purposes. That's why counties and cities have those rights of way. But the idea is they try to minimize impacts and not have the road be that six lanes; they don't want to do that. The other thing is, if people are concerned about people walking on the sidewalk and using the sidewalk or the pathway, there are sort of different schools of thought on that, and the City has experienced concerns about that on the B2 pathway and one that was being looked at on Fairview Avenue. One perspective is that from a safety point of view, the property owner is getting more eyes on the property and more eyes on what's going on in general, so that can be considered safer. Certainly, if residents are concerned about people sort of

venturing onto their property, especially if it's close to the home, a fence could be installed. Obviously, that's the property owner's decision and cost in that case. But that is one solution that's out there. He noted he was not saying that the City was going to make people install fences or whatever, but that's just part of what goes into the consideration of individual property owners on what's going on next to their property, too.

Mayor Roe stated the City has received the petition, and it's straightforward. Hopefully, the discussion up to this point has helped folks understand what has been discussed and some of the questions that the Council has as well.

Mayor Roe offered an opportunity for public comment.

Public Comment

Mr. Greg Schroeder, 2646 Matilda Street, explained he was a retired civil engineer, and from 2002 to 2005, he was a City Council member for the City of Roseville. He stated he was at the meeting to express his and his neighborhood's concern with the proposed County Road C project, the inclusion of the mid-block crossing, and the eight-foot-wide bituminous trail path. He explained he was really surprised that this section of road is still in the bikeway, or the pathway plan. Back in 2000, there was a proposed project to build a sidewalk on the north side of County Road C, and that was eliminated. They thought that it was also eliminating it from the master plan, but obviously, the staff did not follow through and deleted it from the master plan. There should not even be one there in the first place. He noted he ran for city council to defeat that project, and it has been very personal to him. He indicated this shouldn't even be on the agenda in any way in the first place. He explained he was going to express his opinion and his neighborhood's concern with the proposed County Road C project, the inclusion of the mid-block crossing, then the eight-foot-wide trail.

Mr. Schroeder presented a slide show to the Council. He explained that the top drawing is a cross-section of County Road C, which is now a cross-section with four traffic lanes and a sidewalk on the south side. The county is proposing to leave the sidewalk and have three lanes in the middle with a bike path on either side in blue with a proposed trail along the north side. It was indicated that the right of way is 20 feet along this area; again, that is, in the air, you will have to buy right away at a few properties. He noted he knew of two places alone where there were only 10 to 12 feet right away behind the curb line. The City is going to be buying property from people, from our residents, to construct this project. He showed an aerial view of the project. He reviewed the mid-block crossings and traffic lanes. He explained when he was walking around talking to the neighborhood, the residents on Farrington indicated to him that they would continue to use the intersection there across County Road C because they would not walk down the pathway, cross at the mid-block intersection, and come back and then go back into

the park. It is just not feasible. Same thing with the residents on Matilda. They would come down to the intersection; would continue to cross as they legally could, and get to the park. However, they would not follow this pathway all the way down here, cross at this mid-block, cross, and come back to get in the park. Same thing here. They would not go in this direction to come in. It's just redundant. Why would you do this?

Mayor Roe reminded Mr. Schroeder of the three-minute time limit.

Mr. Schroeder explained that, to be honest with you, staff took quite a bit of time, and he thought he should be allowed to represent the neighborhood and the many people that he has petitioned to stop this project. He thought he would be given the right to talk if he needed to, would speak for another five minutes, and that would be it.

Mayor Roe explained he would not give him another five minutes but would allow another 30 seconds. He pointed out that the City Council does have the information in the petition.

Mr. Schroeder indicated he understood that, but he was just trying to present some additional information that he had not presented before. He explained as he said earlier, this project, the counter project, with the two bike lanes and the center turn lanes, creates three safety zones for pedestrians across the intersections where they are. The pedestrians can come out now; they can stay behind the curb before they can come out, and they can get into the six-foot wide area. They can identify traffic oncoming and see if they stop or if they're going to be able to cross. Then they can cross into a safety zone in the middle and then do the same thing as across the road. The project itself, without any trails, without any mid-block crossing, will enhance pedestrian crossings on County Road. C.

Mr. Schroeder explained he had two little things to talk about. He showed a photo of City Hall and County Road C and explained the reason he was showing that was, back in the years 2001 and 2002, the county and the city reconstructed County Road C between Hamline and Lexington Avenue. During the approval of this project, it was agreed that the trees and island concepts should be used to enhance other locations along County Road C as they are reconstructed. One specific area identified was Acorn Park between Farrington and Galtier. He noted that this was back when he was a council member. Constructing the islands in the center of the road with trees and other vegetation, plus planting trees along the south side of County Road C, would enhance the area and tie the neighborhood to the park. It's this is something else that should be thought of. It should be done as was thought of back in the initial park.

Mr. Schroeder indicated his last item was this intersection of Galtier and County Road C; this intersection has not worked since it was initially built. Traffic has a

hard time entering and exiting this, and the City has been putting center-line pedestrian crossing signs. there. They are getting hit, they are getting rolled over, and he finds them in his yard. The City needs to do something about this, and this project, the County Road C project, is an enhancement that can be capitalized on by the City if they would go ahead and try to modify this in conjunction with this project. He explained that those were his two issues, besides what he presented before. He noted he was very frustrated with the City Council right now.

Mayor Roe stated he appreciated Mr. Schroeder's insight and information and noted that sometimes it is a challenge to say a lot in a three-minute time frame. He explained he was certainly not at the meeting to try to take people's right to speak away. He noted he wanted to be respectful of that, and everybody should be able to follow the same rules.

Mr. Schroeder explained that he had asked many people to come here and voice their opinions, and he thought that he should have been allowed a lot more time, to say the least. This project should never go forward. It should not even be the pathways, and the mid-block crossing should not be done.

Mayor Roe thanked Mr. Schroeder for his input and concerns.

Mr. Brenda Osterlund, 2660 Matilda, explained they moved to this area just less than two years ago. She and her husband, Mark, were thrilled to be in the neighborhood and appreciate the park. She explained she was concerned when taking this pathway, how much the City and County are going to take of personal property. She explained she was not a civil engineer like Mr. Schroeder, but it appears, looking at this as a person, she did not know what would be done with all those utilities including transformers and light poles. She just wanted to say she agreed and was against that pathway and those mid-crossings. She noted she crosses at Matilda frequently and does not have a problem. And if the City is going to add those three lanes to make it go, that would work. Thank you.

Mr. Ron Kohner, 2872 Marion Street, indicated he was also a retired civil engineer. He stated he has been in his location for 54 years, and what he heard was a lot of discussion, which was a good discussion on how to do this. What he has not heard is why. That whole area to the north of County Road C is residential, from Rice Street all the way to Dale Street. And there are two reasons in his observation for people needing to cross county road C. One is the residents want to get over to the park to recreate. And second is there's limited parking there for the ball games, the little kids and stuff, and so people park on the residential streets, and they need to cross for that. Those are the two major reasons. He asked why they needed a mid-block crossing. There is nothing there. If they're going to a street where they're parked, they're either at this end of the block or they're on the other end of the block. Think about why we're doing this. There doesn't seem to be a lot of sense put into this thinking of why we're doing it. If you want to get people into Roseville, he

appreciated the lady talking about bicycles, but many people in Roseville have gray hair or are approaching that. He indicated they are limited in how often they will be riding bicycles. You need to move traffic and people through Roseville. And County Road C is one of the primary ways if you start narrowing it down with bicycle lanes, that's just going to, in his opinion, the traffic will have to stop for people crossing because of the state law potentially. He thought the Council wanted to think about why Roseville needed to do this. Because there isn't any reason to be crossing mid-block. Residents have a crossing right now as was noted, and they keep putting up little in the middle of the road, signs and things, and they keep getting knocked down by the traffic. It hasn't worked to put in more of those he thought were a problem, and he would be against this project.

Mr. Dwayne Stenlund, 2687 Matilda Street, explained he did not feel any need for the trail or it's not solving anything. There's no problem right now on an east-west movement. You got the sidewalk and have something on the north side for the east-west, so the problem is north-south movement. He explained that he lives on Matilda and crosses into that park all the time, and there's no curb cut. You just trip over a curb and hope to escape the park without death. It is a raceway. He noted he works for the Department of Transportation, and he was opposed to more block space. This doesn't meet what he was going to call context-sensitive design. It doesn't meet climate resiliency. It's just more black bituminous, more surface water, and discharge. When he looks at the map, this is crazy. People drive to go to a place to exercise. They will not walk there, even if they are a block away. The point is, he knows and has heard at least twice now that people are going to go on Matilda Street and go straight across the shortest path to two places is the short path. And the big issue is playground or for the baseball, and they, too, are in a rush, rush, rush. They park up and down at least Matilda Street, as far as you can see, to get to the baseball game. And you haven't solved the safety problem, north, south movement. His recommendation is, why did no one think about roundabouts? Do you want traffic calming? Why aren't there roundabouts and things that make you sick? People hate roundabouts because they slow the traffic down. Why are there no curb bumps? The idea is to get the public, the people that are going to the baseball game, to get across and use the road you already have and make the road better, painted, and striped. And the last one is you get no north south connection. This has not improved anything, and what is the City going to do with the snow? This is all great for summer stuff. Where does the snow go? It is being pushed so tight against the North side. Where are they going to plow the snow? They got to get it off the main line and get those bike paths open. Where does the bituminous path snow go? Because there's no storm water pond that he was aware of. He was asking why the design is only partially thought about, and it's not complete streets; it's not context-sensitive. For him, the idea that he liked what has already been heard is the idea to have trees in the center, trees on the edge, and all those things are traffic calming and give you a better sense of be and just a wider road with black bituminous is not it is not a livable community.

Mr. Chris Zander, Matilda Street, echoed what has been said. He stated they do not walk down to the crosswalks. One of the concerns that he has with the center of the mid-street crossings is it implies that the intersections aren't crossable. He gets the state law that says you can cross at that intersection. Now you have doubled the number of potential stops, and people see a crosswalk and then don't see a crosswalk at their street and perceive that, well, they should be walking down to this other street to cross because that's a crosswalk, and theirs is not a crosswalk. By placing these in the middle, there will be an implied perception, wrong as it is, that's the only place you should be crossing, all of the statements about you can cross it both; there will be an implied statement that you should be walking down the street, which won't be happening, as you've heard from multiple people that will be crossing the street there. You also heard the comment about the power poles and utilities. He has not seen where they're going in the drawings, so he was concerned that there is space to put a path there by taking that right of way, but now you also must relocate all those poles. Has there been a consideration of using the space to the south to leave the paths in there where they are, or is there a decision that they have to have that path rather than trying to place it on the north, where there are all of the power poles, use that space to the south, where there is parkland and things like that? If it must happen, can it be moved to the south or eliminated entirely?

Mr. Thomas Vandermause, 2653 Matilda Street, explained he has been a resident in Roseville for about three and a half years and is very happy so far; he stated that he crosses into Acorn Park daily. He walks his dog and goes up to the intersection where there is sometimes traffic. He noted he usually does it in the morning, during the rush hour, when there are lots of cars going on. He explained that he just waited. It's as simple as waiting for a break in the road. He felt it didn't take too long with the stop light at Rice Street; the stop sign at Western always allowed for a gap. He thinks that he is safely able to cross the road. He explained there are no sidewalks anywhere in their neighborhood, so he does not see that sidewalk on the north side as being overly advantageous, nor did he see a high volume of pedestrians using the sidewalk to the point where he felt additional space would be required or beneficial to help facilitate people moving. He thought the bike lanes were a great idea and was okay with the three lanes. He did not see the full benefit of spending money to put in a walkway on that North Side and those mid-crossings.

Ms. Judy Bartolet, 2716 Virginia Avenue, stated they had been hearing a lot of people tonight that are not in favor of this project, so that moved her to say that she was very much in favor of this project. She explained they could cross County Road C into Acorn from Virginia. She explained she did not often feel very comfortable doing it. There's a slight rise from Western, where she is not always visible as a pedestrian and not the fastest walker. When her wife was recovering from hip replacement surgery, they did not in any way feel comfortable crossing the county seat. They absolutely would use that mid-block crossing between Virginia and Farrington. And she just wanted to let you know that somebody in this neighborhood favors this.

Ms. Linda Strahan, 1988 Wheeler Street, indicated she has been a Roseville resident for over 25 years and has watched her grandchildren move through the Roseville School District. It's been great, but what's missing in many parts of Roseville is a place for kids to walk, and a sidewalk on one side is excellent. But if you're going to put in something like this, she applauds them because how far away is Acorn Park from Roseville Middle School? She explained that when her grandson was in Roseville Middle School, he walked home with his friends, which was one of the roads they took. If you want families with young kids to be safe, this is what you put in. She felt this was a good vision for Roseville and was very much for it.

Ms. Rose Gawarecki, 2645 Galtier Street, noted she was the one who sent the email earlier today because she was not sure if she would be able to come tonight. She was not going to reiterate all of what she wrote in the email but did have a couple of additional points coming up as other people have spoken. One was she agreed with multiple people that they would have some decreased safety for crossing at the intersections with these mid-block crossings. She thought improvements to signage, possibly a lighting system or something, would be better for pedestrian safety than the mid-block crosswalks. They get a lot of parking on their street for overflow from the park, but it's mostly disc golfers. She indicated that people unfamiliar with the area will not walk an extra block, going halfway down the block, crossing, and back to get to the First Tee. She thought moving to these mid-block crosswalks would harm pedestrian safety overall. She noted she was one of the properties where the pathway would go through the easement down the side of her property. She did not believe that it was 20 feet. She indicated she went and measured this summer before they got all the snow, and it was 13 feet. Her property has a hedge that is a sound and privacy barrier for them. This would go about a foot into her hedge and then lead to questions about how they would have to remove it. She explained she has small children and that the hedge provides extra protection for them. It blocks their bedroom window and bathroom window, so safety concerns are there, but she did not believe it was a 20-foot easement. She indicated she supported the petition to eliminate the mid-block crossings and the pathway.

Mr. Jason Saari, 2721 Farrington Street, thought that they might think this project looked good on paper, but at the end of the day, the City was spending a million dollars to upset the neighborhood's people; he saw no functional gain. He stated the town will hamper its emergency services, postal delivery, and utilities, all for what? What does the city gain? He explained that Councilmember Strahan was concerned with people with different disabilities. He sees people crossing in wheelchairs regularly at Farrington Street to go into the park, and they don't seem to have any issues. Usually, they're escorted by someone helping them in an electric or manual wheelchair. They also use the bike paths every day. He failed to see what this project gained. All it does is annoy your voters, and it costs money. He strongly urged the Council to reconsider this. There is an existing sidewalk on the south side, and if they don't feel it's wide enough, they should consider widening the sidewalk.

It would cost a minimal amount to do that. He explained that the other thing for the other residents who don't feel comfortable crossing the street at different locations is that all the cities would have to do is spend some money on paint and possibly a light. In the days when we're trying to make our budgets on a personal level, we should consider what people are spending on a public level, too, because this project is not free. The City will be coming up with at least half the project cost, which must come from Roseville residents and is coming from people's grocery bills. Please reconsider.

Mr. Dick Rohland, 2737 Farrington Street, explained he did not live on County Road C, but he has empathy for property owners that live there. They're concerned about their property rights and right-of-way easements. He explained he was a bicyclist and liked the idea of a six-foot bike lane, but my concern is what happens to traffic at Rice Street because right now, it gets backed up during rush hour. He wondered if there had been any thought put into that. Now, with four lanes, his assumption was there would be some signal timing changes in that signal up on Rice. What does Walgreens think about this? They already had cars cutting through their lot, and he thought it would only worsen. He agrees with the property owners who will be directly affected by that bike lane and that eight-foot bike path, which he didn't think was needed and will not get that much use.

Mayor Roe closed public comment.

Council Discussion

Mayor Roe thanked everyone for participating. He noted he wanted to get to some of the questions. One thing came up that he did not think was directly asked, but he just wanted to clarify, on the south side of County Road C, across from all of the north-south cross streets, he wondered if the county would ensure accessible ped ramps on both the east and west sides to get up onto the sidewalk on the south side of County Road C. He wondered if that was part of the whole ADA process. He indicated he did not see many details on the plan for pedestrian ramps in those areas. He noted he just wanted to double-check, and if staff did not know the answer this evening, if staff could follow up, he would appreciate that.

Ms. Lowry indicated the County does not have that level of plans right now, so staff will verify.

Mayor Roe reviewed the questions the residents had with staff.

Staff reviewed watershed requirements, snow disposal, and utility pole relocations with the City Council.

Mayor Roe indicated the City's funding source for the City's portion of the pathway project, if that is taken forward, would be MSA, or municipal state aid funds, which

he believed is gas tax money from the State to the cities so it wouldn't necessarily be property taxpayers in Roseville, other than to the extent you pay gas tax as you're traveling in the state. A portion of that would be allocated to the City based on the City's mileage of State Aid roads in the town. Some of those funds would probably be used to pay for the City's portion of this project. He thought it was mentioned in the presentation that both the signal at Lexington and the signal at Rice Street would be potentially replaced; he imagined because it's a lane conversion, there would have to be different positioning of lights and things like that, and that would be where the light signal timing and some of those issues would be addressed to make sure that things flow as well as possible.

Mr. Freihammer added that Rice Street will operate more like a traditional signal. It's currently operated on split phasing, so only eastbound gets direction first and then westbound. The new signal will be designed to flash yellow, and you can have both east and west go simultaneously with a protected phase for the left Turners or a flashing yellow arrow. The new signal will operate a lot more efficiently than what the current one can do, which is a function of the design.

Mayor Roe thought all the residents' questions were answered. He asked the Council for other questions; otherwise, they should proceed to deliberation.

Councilmember Strahan indicated she was wondering if there was any advantage or possibility of the bituminous trail to the North being the most cost-effective way to do things, given the size, probably for plowing and everything else like that, rather than having another sidewalk on the north side. Is that the main advantage, or is this just the cost of plowing and maintaining?

Mr. Freihammer explained that it is more multimodal and friendly. It is more user-friendly for riding a bike. It's a little wider, so more people can walk on it from the maintenance end. It's also easier to maintain. It melts quicker in the winter and can be plowed with multiple types of equipment. There are a lot of advantages.

Councilmember Strahan asked about the space between the roadway and the proposed path.

Mr. Freihammer explained that it is proposed to be five feet. That is typically what they shoot for. It provides at least enough green space for grass to grow and room for signage and snow storage, but it certainly can be reduced.

Councilmember Strahan explained her last comment regarding the residents' point that the right of way cannot be 20 feet because there is a hedge in that space. She assumed that someone might have planted a hedge in the city right of way.

Mr. Freihammer noted it is a County right-of-way, but encroachments could have happened. He explained he did know there was at least one property that, for

whatever reason, wasn't platted or was outside the plat that had a narrower right of way, so it isn't all 20 feet. He believed the current design has shown working around that lesser right-of-way. But that's something that would be determined in the final plan.

Mayor Roe explained he was going to throw a thought out to see what the response from the council might be. He explained he tended to be sympathetic to the petition in both regards. He explained that he thought it seemed like a lot of the sidewalk was to get to the mid-block crossings. When he looked at how that figures into or exceeds the pathway on the north side when it figures into the pathway master plan, it was noted that this is 31 out of 79 terms of segments. It's about 12 points, as opposed to 22 or 23 points for the most highly rated and maybe 17 or 18 for the four A, B, C, and D sections. He thought it made some sense to try to look at a sheltered crossing, but as opposed to mid-block, He suggested, like he had talked about before, just on the east side of Matilda intersection, to provide that sort of somewhat halfway between the east end of the residential neighborhood at Woodbridge and Western so that might be a nice traffic calming still to have something a little more permanent than the things that keep ending up in people's yards. Still, it also lines up with specific current legal crosswalks. That might be something to think about, but he would open it up to the rest of the Council for feedback on that,

Councilmember Schroeder explained that she was thinking along the same lines and could support that. Initially, she felt the mid-crosswalks didn't seem to be needed because, looking at how many there were, the actual streets and what people were talking about seemed overkill. The other piece is that so many of the citizens or residents, if you look at this petition and who's all involved in it, are many people, and she thought it makes sense to hear their concerns about some of this. She could support not having those pieces in there.

Council Member Groff explained he could go along with that. He thought the main thing for him was that this turn lane solution was resolved. He thought that was an important issue when people talk about pedestrian safety. He has had this happen many times with these four-lane roads where one car has stopped, a pedestrian starts, and the car on the other side doesn't stop and nearly hits that pedestrian, so he thought that was the key thing in this, in this project, that is important. Of course, he would like to see pathways increased. He felt that, in general, it helps with the walkability of neighborhoods. It is the goal of the City. But he did understand the residents' concerns, and change is always tricky. It is hard to remember that easement property is not your property.

Councilmember Strahan indicated she would also support that recommendation. She revealed she had been involved in accidents where she had been the person on the side, somebody's turning or being waved through, and a person could not see, so she thought it was necessary. She explained she also wanted to take exception to

the person who indicated that anyone with gray or white hair doesn't ride a bike. She indicated she rides a bike everywhere and thought they must remember that Roseville is changing with many younger people or people who intentionally want to walk. The City is trying to find many multi-modal ways to get about the city.

Mayor Roe thought it probably would seem appropriate to make a motion.

Schroeder moved, Roe seconded, to support the petition, except including the protected crossing on the east side of the Matilda intersection and a preference to make sure that the ADA ramp access issues on the south side of County Road C and at all of the street intersections and perhaps even some striping enhancements for many, if not all, of those crosswalks, at least a recommendation to look at those.

Councilmember Groff asked if the motion could be reworded because it seemed awkward. He thought it might read, "to approve County Road C layout with the change on the path."

Mayor Roe believed the motion would be to essentially accept the petition of the residents, which is not to have the pathway on the north side of County Road C and not to have the mid-block crossings. Clarifying that the city still would see the benefit to the protected crossing design of a mid-block crossing at that intersection of Matilda on the east side because there isn't that left turn westbound, left turn south, and also enhancing as much as possible the existing crossings at the intersections, whether that be striping, and certainly looking at the ADA ramps wherever possible, if they're not there now.

Councilmember Strahan explained she would like to make a counter motion to accept the North Side pathway with the amendments as noted, the crosswalks at the intersection, and the striping as indicated. Thus, she would take that portion of the recommendation but maintain the North Side pathway.

Mayor Roe asked if there was a second to that motion. He explained it would be essentially a motion to amend or replace the original motion by continuing to include the pathway on the north side of C. He again asked if there was a second for that motion. No one seconded the motion, so the amendment motion failed for lack of a second.

Mayor Roe indicated the Council has the original motion before them. Council member Schroeder is the motion's maker, and he asked if she had anything to say in support of it.

Councilmember Schroeder explained that she appreciated all the comments and thoughts that went into this project. She wanted to ensure that the residents knew the City Council wanted to hear from them and what they thought about these and some of these projects. Change can be challenging, but in this case, the Council

listened to what the residents had to say about it. She thanked the residents for bringing it forward.

Mayor Roe indicated that, as the seconder, he would defer to additional discussion on the motion.

Councilmember Strahan explained she wanted to comment that many different portions of the city, including County Road B, complained vociferously about sidewalks going on both sides of the street. It can be challenging when it's not what your wish is, but it was very clear to her when she moved onto her street that a sidewalk could be put into my city at any time. And so, thinking about what the greater good is for the whole town and all the residents, not just for her today but 50 years from now, some people do want those amenities for access to the neighborhood around them.

Councilmember Bauer echoed what Councilmember Schroeder stated: the resident's input and petition, the effort that went into that discussion points today informed the decisions in this motion to appreciate the effort put into this all.

Mayor Roe explained that he thought he had previously supported sidewalks on both sides of some streets. One case that comes to mind is on County Road D by Emmet D Williams School. He felt that with the presence of the school and the traffic on D in that area, while it's not a tremendously high count of traffic because of the school and some of those issues, he was supportive of the amenities on both sides of Lexington. He pointed out that Lexington has over 18,000 trips, especially south of County Road B. He explained that the four to three conversions do function well, but that's a lot of car traffic, and the City needs to provide the ability for pedestrians and others to move on both sides without having to cross over necessarily. He thought that just in this area, the traffic count didn't quite register with him as requiring, at least at this point, the pathway on the north side. He completely understood the notion of it as an amenity for families with children, and he supported it. He thought the justification wasn't enough in this case because the activity was limited to that short segment on the north side.

Councilmember Strahan wondered if this alters their pathway master plan, here or elsewhere within the city. If they make a change, or they make this determination currently,

Mayor Roe explained, speaking for himself, that it probably would not because it's already not like one of the top, highest priorities, and the reason that we were considering it was because there was a project at the time, which is, as was noted before, frequently the case when we will move something up on the list because of the there's an opportunity to take advantage of savings as part of a more significant project or funding that's available. So, he did not know that it changed the City's pathway master plan.

Councilmember Strahan thought it would be wise to think ahead and decide what would qualify something as part of the master plan based on traffic or otherwise. So that way, it is consistently applied. Again, fairness, just making it just because you have the loudest group of people shouldn't mean that you're no longer included. If another area is also on the pathway master plan, they will receive the same consideration for people. Maybe it's a high rental area, and she wanted to ensure they would receive the same consideration if they spoke out against a project.

Mayor Roe noted that he thought the city's history regarding when people speak out against pathway projects is to build the pathways in most cases. He thought it was a rare exception that they had not put on a path where people had spoken against it.

Roll Call

Ayes: Groff, Schroeder, Bauer, and Roe.

Nays: Strahan

Recess

Mayor Roe recessed the meeting at approximately 8:00 p.m., and reconvened at approximately 8:11 p.m.

b. Approve Public Works 2025 Work Plan

Assistant Public Works Director/City Engineer Jennifer Lowry briefly highlighted this item, which is detailed in the Request for Council Action and related attachments dated January 6, 2025.

Ms. Lowry presented the Public Works 2025 Work Plan.

Councilmember Schroeder indicated she was impressed and asked if staff could complete this in 2025. She explained there was a small detail she wanted to discuss: the less mow May. She believed there was some conversation about this, and she thought Councilmember Strahan also had some information on this, but that doesn't seem to be the science behind it or support it. She wondered if it could almost turn that into more pollinator protection versus just less mowing. She thought that would be her preference, but everything else is wow.

Ms. Freihammer explained that the Public Works Commission did discuss that in November, and staff will most likely bring the Council a resolution with changes in early February.

Councilmember Strahan wanted to echo that; she noted before that her daughter was a Horticulture Educator for Cornell extension, and she did a white paper about this. However, a lot of her sources, which she looks to be from the University of Minnesota bee lab, and really, she refers everybody along the East Coast to the bee

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 7/21/2025

Item No.: 7.e.

Department Approval



City Manager Approval



Item Description: Consider Approval of PIK Easement Vacations

1
2 **Background**

3 On June 9, 2025, the City of Roseville received a valid petition (Attachment 4) from the PIK
4 Terminal Co. owners to vacate two sewer easements that run north/south through the PIK
5 parcels. The location of the easements are shown in Attachment 3. Previously, the City had
6 owned and maintained a sewer through these easements, but the sewer was abandoned
7 for public use when Twin Lakes Phase 1 was constructed. There is no longer a need for the
8 public sewer easements and staff is supportive of vacating the easements.

9
10 The vacations will not be official until such time as the City Manager executes and records
11 a Notice of Completion of this vacation. Since the vacation was petitioned, only a majority
12 Council vote is needed for approval.

13
14 No written public comments have been received to date.

15
16 **Policy Objectives**

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

19
20 **Equity Impact Summary**

21 There should be no equity impacts associated with this vacation as there is no public use or
22 planned public use for utilities in this area.

23
24 **Budget Implications**

25 There is no financial impact to the City of Roseville.

26
27 **Staff Recommendations**

28 Staff recommends the City Council adopt the attached resolution approving the vacation of
29 the sewer easements on the PIK parcels.

30
31 **Requested Council Action**

32 Conduct a public hearing receiving any public comments related to the proposed easement
33 vacations.

35 Consider adoption of the attached resolution approving the vacation of the sewer
36 easements on the PIK parcels.
37

38 **Prepared by:** Jesse Freihammer, Public Works Director

Attachments: 1. Resolution
2. Public Hearing Agenda
3. Aerial View of Proposed Vacation
4. Petition

39

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 21st day of July, 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 EASEMENTS

WHEREAS, the City Council pursuant to Minnesota Statutes Section 412.851 desires to consider the vacation of two sewer easements located north of Twin Lakes Parkway, east of Mount Ridge Road; and

WHEREAS, the sewer easement that are being vacated are legally described on the attached Exhibit A and as shown on the attached Exhibit B; and

WHEREAS, a petition from adjacent property owners has been filed with the City of Roseville requesting the vacation of the sewer easements as described in Exhibit A; 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 July, 2025; and

WHEREAS, a public sewer is not currently, nor is planned to be, constructed within this easement; and

WHEREAS, the City Council in its discretion has determined that the vacation will benefit the public interest because these easements are not needed for current or future sewer purposes.

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

1. That the two easements described in Exhibit A are hereby vacated.
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 July, 2025, with the original thereof on file in my office.

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

Patrick Trudgeon, City Manager

EXHIBIT A

Legal Description of the Vacated Easements

1. Dedicated by Easement No. S-5012 filed February 26, 1965 as Document No. T482687, as conveyed to Metropolitan Council by Quit Claim Deed dated April 26, 2023, filed May 15, 2023 as Document No. T2753959, which is described as follows:

10-ft strip of land in Roseville, Ramsey County, Minnesota described as follows:

The West 10 feet of the West 450 feet of the Southeast Quarter (SE 1/4) of Southwest Quarter (SW 1/4) of Section Four (4), Township Twenty-Nine (29), Range Twenty-Three (23), except the South 1200 feet thereof.

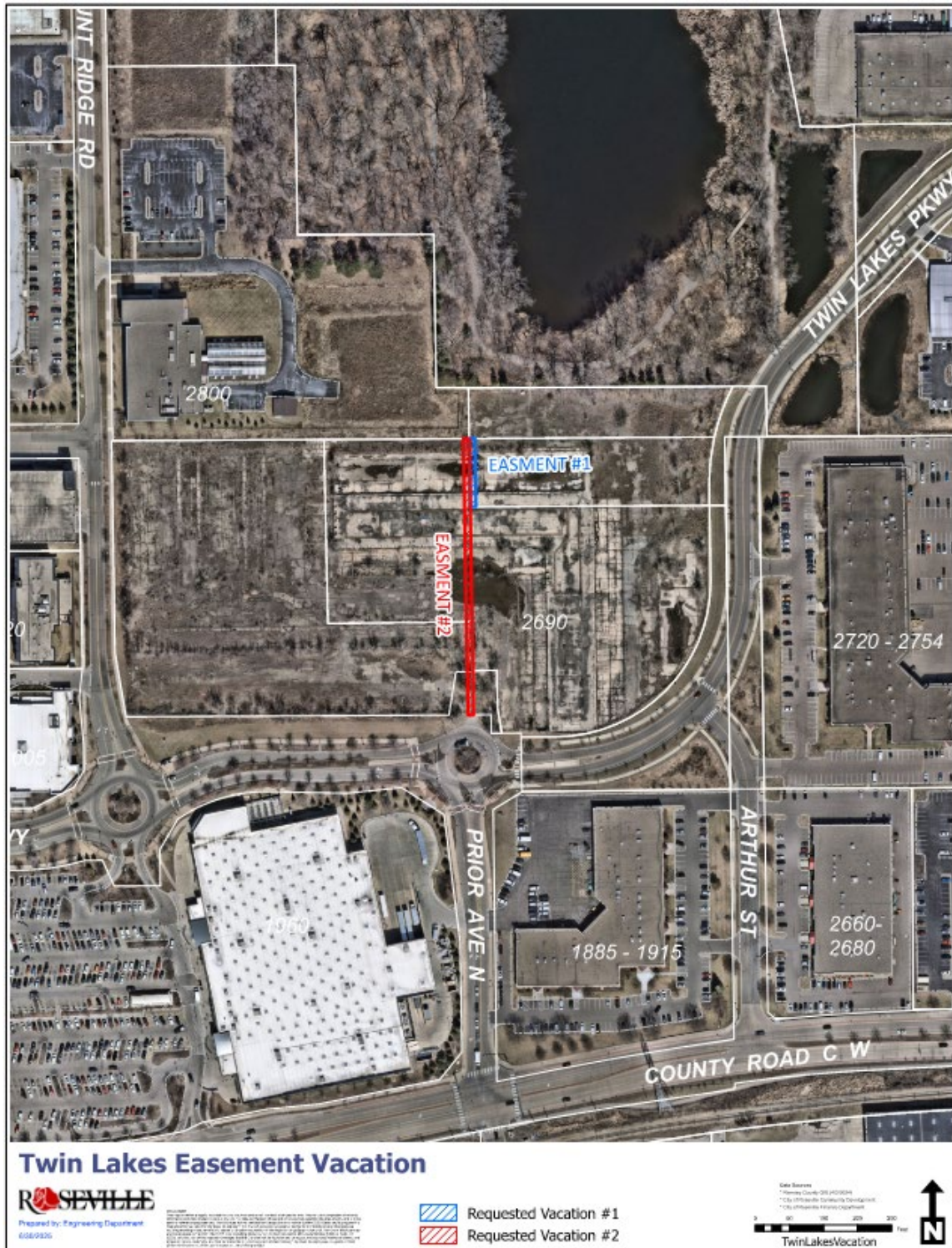
2. Dedicated by Easement dated April 1, 1965, recorded April 29, 1965 as Document No. 1646350, which is described as follows:

10-ft strip of land in Roseville, Ramsey County, Minnesota described as follows:

The East Ten Feet (E.10') of that part of the Northeast Quarter (NE 1/4) of Southwest Quarter (SW 1/4) of Southwest Quarter (SW 1/4) of Section Four (4), Township Twenty-nine (29), Range Twenty-three (23), lying North of the South Eight Hundred thirty three feet (S.833') thereof.

EXHIBIT B

Depiction of the Vacated Area



AGENDA FOR PUBLIC HEARING

Vacation of Sewer Easements at PIK Parcels 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."

"This vacation request was initiated by a petition from adjacent property owners. The Council will consider resolutions to approve vacating the easements as described in the resolution."

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 July 2, 2025 and July 9, 2025. Mailed notices were sent on July 9, 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 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 should limit questions and comments to threeminutes.
 3. No person will be heard for a second time until all interested persons who wish to speak have had an opportunity to do so.
 4. 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 majority vote is required for the resolution, as the vacation was petitioned.

Resolution approving the easement vacation of sewer easements on PIK parcel.

(Resolutions provided by City Engineer.)



Twin Lakes Easement Vacation



Prepared by: Engineering Department
6/30/2025

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. It is not a survey, and it is to be used for informational purposes only. The City of Roseville and its employees and officers are not responsible for the accuracy of the map. The map is not a warranty, and the City does not represent that the City shall not be liable for any damages, and expressly disclaims all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by third parties, its employees or agents, or third parties which arise out of the user's access or use of data provided.



Requested Vacation #1



Requested Vacation #2

Data Sources

- * Ramsey County GIS (4/2/2024)
- * City of Roseville Community Development
- * City of Roseville Finance Department



TwinLakesVacation



PETITION FOR VACATION
Public Works/Engineering Department
2660 Civic Center Drive
Roseville, MN 55113
Phone: 651-792-7004

We, the undersigned property owners, hereby petition the City Council of Roseville to vacate the following:

(Circle all that apply.) **STREET** **ALLEY** **EASEMENT** **PROPERTY**

Described as: See attached Exhibit A

	NAME (Print Please)	ADDRESS	SIGNATURE
1.	PIK Terminal Co. Limited Partnership - Roseville, MN	~	Nanette Pikovsky
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I (Print Name) Nanette Pikovsky circulated the foregoing petition and the signatures affixed to said petition were affixed in my presence. . . and are the true signatures of the persons therein listed. The petitioned signatures (circle one) do / do not represent a majority of the owners of land abutting the proposed vacation request.

Nanette Pikovsky 6.9.2025
 Signature of Petitioner and Date

EXHIBIT A

Legal Description of Easement Areas

1. Pink easement area dedicated by Easement No. S-5012 filed February 26, 1965 as Document No. T482687, as conveyed to Metropolitan Council by Quit Claim Deed dated April 26, 2023, filed May 15, 2023 as Document No. T2753959, which is described as follows:

10-ft strip of land in Roseville, Ramsey County, Minnesota described as follows:

The West 10 feet of the West 450 feet of the Southeast Quarter (SE 1/4) of Southwest Quarter (SW 1/4) of Section Four (4), Township Twenty-Nine (29), Range Twenty-Three (23), except the South 1200 feet thereof.

2. Yellow easement area dedicated by Easement dated April 1, 1965, recorded April 29, 1965 as Document No. 1646350, which is described as follows:

10-ft strip of land in Roseville, Ramsey County, Minnesota described as follows:

The East Ten Feet (E.10') of that part of the Northeast Quarter (NE 1/4) of Southwest Quarter (SW 1/4) of Southwest Quarter (SW 1/4) of Section Four (4), Township Twenty-nine (29), Range Twenty-three (23), lying North of the South Eight Hundred thirty three feet (S.833') thereof.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 7/21/2025

Item No.: 7.f.

Department Approval



City Manager Approval



Item Description: Public Works, Environment, and Transportation Commission Joint Meeting with the City Council

Background

Each year, the Public Works, Environment, and Transportation Commission meets with the City Council to review activities and accomplishments, and to discuss the upcoming year's work plan and other potential issues to consider. The following are activities over the past year and issues the Commission tentatively will have on the future agendas in the next year. Additionally, the Commission plans to share their thoughts on the value of being part of the commission and their experiences as commission members.

Activities and accomplishments:

- Sustainability Intern Project Updates
- Bike Plan Updates
- Public Works Capital Improvement Plan
- Lead Free Update
- Metro Transit Update
- Recycling RFP
- AARP Walk Audit
- 2024 Proposed Utility Rates
- Street Light Update
- Public Safety
- 2025 Public Works Work Plan
- Ramsey County Environmental Services Center Update
- Sustainability Super Meeting & Green Team Update
- Assessment Policy Discussion
- Metropolitan Mosquito Control District Presentation
- City Meter Discussion
- Winter Plowing Update
- Less Mow Summer/Pollinator Update
- Bike Plan
- Dark Skies – U of M Sustainability Class
- Deferred Assessment Policy Update
- Hamline Pathway Update

- Ramsey County Ditch 4 Construction Soils Study Update
- MS4 Annual Meeting
- Recycling Cart Update
- Review Sewer Backup Policy
- City Campus Master Plan Update
- Recycling Cart Update

Work Plan items for the upcoming year:

- Pavement management and future funding

Questions or Concerns for the City Council: This year Chair Ficek worked with the commission members to summarize their activities over the last year and asked each commissioner two questions:

1. What you felt most connected to or appreciated with being on the Commission, and
2. Are there any areas you would like feedback on from the Council, or are there specific issues you would like them to address?

Chair Ficek summarized the answers to these questions in his memo (Attachment 1).

Policy Objectives

Per City Code 201.07.B - At least once a year, each Commission shall meet with the City Council to report on the previous year's work and to discuss work plans and pending issues for the upcoming year.

Equity Impact Summary

There are no equity impacts associated with this joint meeting.

Budget Implications

There are no budget impacts.

Staff Recommendations

Staff recommends the City Council hold the joint meeting and provide feedback.

Requested Council Action

Hold joint meeting and provide feedback.

Prepared by: Jesse Freihammer, Public Works Director

Attachments: 1. Memo From Chair Ficek

Each year, the Public Works, Environment, and Transportation Commission meets with the City Council to review activities and accomplishments, and to discuss the upcoming year's work plan and other potential issues to consider. From the list of meeting topics over the past year, the Commission has lived up to its name, addressing a variety of subjects in those three categories. A primary accomplishment of these meetings is having well-informed, civil discussions as we continue to explore areas important to the City and the Commission's individual members.

2024

July:

- Sustainability Intern Project Update
- City Council Joint Meeting Review – Update Work Plan

August:

- Bike Plan Update in Communication Item
- Public Works Capital Improvement Plan
- Lead Free Update

September:

- Metro Transit Update
- Recycling RFP

October:

- AARP Walk Audit
- 2024 Proposed Utility Rates
- Street Light Update

November:

- Public Safety
- 2025 Public Works Work Plan
- Less Mow May
- Miscellaneous Project Updates (Bike Plan/Snelling Pedestrian Study)

2025

January:

- Ramsey County Environmental Services Center Update
- Sustainability Super Meeting & Green Team Update
- Assessment Policy Discussion

February:

- Metropolitan Mosquito Control District Presentation
- City Meter Discussion

March:

- Winter Plowing Update
- Less Mow Summer/Pollinator Update
- Bike Plan

April:

- Dark Skies – U of M Sustainability Class

- Deferred Assessment Policy Update
- Hamline Pathway Update

May:

- Ramsey County Ditch 4 Construction Soils Study Update
- MS4 Annual Meeting
- Recycling Cart Update
- Review Sewer Backup Policy

June:

- City Campus Master Plan Update
- Recycling Cart Update
- Sustainability Intern Update

In preparation for this meeting, we ask members to provide input on two questions:

1. What you felt most connected to or appreciated with being on the Commission, and
2. Are there any areas you would like feedback on from the Council, or are there specific issues you would like them to address?

Answers to the first question will be provided by attending members or read for those who submitted an answer but are unable to attend. These answers will occupy a short portion of our meeting time, but will provide more insight into members' particular interests.

We anticipate spending more time on the second question and obtaining Council guidance on setting the direction of our Commission for the next year. To help with this discussion, here is what members have provided:

- a) I realize trash collection can get pretty contentious in this area. However, if and when the Council is interested in looking into this issue, I trust that PWET will be helpful.
- b) I would appreciate having more direction on how PWET intersects with Parks, considering they oversee our natural space, but PWET oversees the bike plan (transportation) as well as environmental concerns (trees, etc.). There is overlap here, but we lack clear direction on roles and responsibilities, as well as how to partner more closely.
- c) Often, multiple commissions may discuss the same or a similar topic. Would you like to see more communication between us and other commissions in those cases, or are you satisfied with separate recommendations?
- d) What is the Council's vision for overlapping topics such as pavement management funds and the 20-year capital investment plan?
- e) Are there more aspects to Public Safety that you would like to see explored?

- f) Many of our topics are informational. Are there expectations in terms of recommending potential actions to the Council? Should we be doing anything differently to help connect our discussions to the Council?

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 7/21/2025

Item No.: 7.g.

Department Approval



City Manager Approval



Item Description: Approve RFP and RFQ related to Civic Campus Master Plan

Background

At the July 7, 2025 City Council meeting, the Council approved moving the Civic Campus project forward using Concept C from the Civic Campus Master Plan Update that was presented on June 16, 2025.

Concept C splits the Maintenance Operation Center (MOC) into two sites: with the bulk of daily maintenance activities occurring south of Woodhill Drive in a significantly renovated and updated maintenance center, and the yard and additional storage on the north side of Woodhill Drive. Concept C provides a two-story License/Passport Center & Dance Studio (LPCDS) on the west side of the Veterans Park parcel with an expanded shared parking lot with the VFW.

To move the project forward, City staff, working with the City Attorney, has drafted a Request for Proposal (RFP) for Architectural services and a Request for Qualification (RFQ) for Construction Manager at Risk service. If the RFP and RFQ are approved, staff will release the RFP and RFQ and bring back recommendations to Council to award contracts. The overall goal would be to hire each consultant on a similar timeframe as both consultants will work together with City staff as an overall project team to deliver the completed project.

The Architect RFP scope includes completing the overall design of the MOC and the LPCDS. The project scope would be broken into finalizing concept design, doing schematic design, design development and final construction documents. The scope includes doing additional environmental assessment and geotechnical work. Staff proposes to use the following criteria to evaluate proposals:

Factor	Points
1) The quality of the Consultant's proposal relative to thoroughness of the response and inclusion of all requested information identified in the RFP.	10
2) The qualifications of the lead Consultant architectural firm and their identified Project Manager including a demonstrated understanding of the Project and available staff capacity to perform the work.	15
3) The qualifications of the balance of the Consultant design team members including prior work experience with the lead Consultant architectural firm and available staff capacity to perform the work.	10
4) Similar Project Experience within the past ten (10) years on a) Public Works projects, License/Passport Center, Dance Studio and b) Construction Management delivered projects. The project experience should demonstrate the inclusion of the full scope of Consultant services identified in this RFP.	15
5) The proposed detailed work plan and corresponding schedule in Gantt Chart format, including a demonstrated project understanding through identification of work scope tasks, milestones and deliverables.	10
6) Fee Proposal – Cost of Professional Services relative to corresponding breakout of hours per project phase versus any identified exclusions. Fee must additionally be broken out by MOC and LPCDS.	40

Staff anticipates bringing a recommendation to Council on September 15.

For the hiring of the construction manager the City will be using a Construction Manager at Risk (CmaR). CmaR is a project delivery method where the owner hires a construction manager (CM) early in the design phase, who then provides input on design, cost, and scheduling, and ultimately takes on the role of general contractor during construction. The key aspect is the CM providing a Guaranteed Maximum Price (GMP), which shifts the risk of cost overruns from the owner to the CM.

The selection of the CMaR will be done through a two-step process. In the first step, the City will issue a Request for Qualification (RFQ) and will evaluate the qualifications of each respondent using uniform criteria and choose a short-list of two to five respondents as CMaR finalists.

In the second step, the short-listed respondents will be solicited to submit a proposal responding to a Request for Proposal (RFP) CMaR services. The evaluation panel will score each respondent's proposal based on RFP published criteria and interview up to the three (3) highest scoring respondents. The City will enter contract negotiations with the highest-scoring respondent.

For the RFQ, the solicitors will be evaluated on the following factors:

Factor	Points
Respondent firm's experience with comparable projects for both aspects of the project, including its ability to complete the projects on time and within budget as CMaR.	25
Project Staff experience, past performance, technical competence, capacity and capability of key personnel to perform as CMaR.	20
Respondent Firm's safety record	15
Cost of project services	40

City staff reviewing the RFQ's will consist of the City Manager, Public Works Director, Director of Parks and Recreation, City Engineer, Parks Superintendent and the Building Official. Due to the two-part submittal, staff anticipate bringing a recommendation to Council on October 13, 2025.

Policy Objectives

The construction of a new Maintenance Operations Center and License and Passport Center (along with the City Dance Studio) will allow the City to continue to provide needed and valuable services to the residents and businesses of the community in a more efficient manner. The new facilities will ensure that the City's roads, utilities, vehicles, and equipment are maintained at the desired level and that valuable services such as recreational programming and driver's license and passport processing are conveniently available to community residents.

Equity Impact Summary

The new maintenance operations center and license center will provide a benefit to the residents, businesses, and visitors to Roseville. The new facilities will allow for more efficient services to be provided for residents, customers, and users of city parks and infrastructure. With perhaps the exception of adjacent neighborhoods, it does not appear that the construction and operation of the new facilities will disproportionately impact any segment of the population. As with all City projects, staff will continue to identify potential unintended consequences and identify potential alternatives to disproportionately impactful action.

Budget Implications

Based on the latest cost estimates for Concept C in the Civic Campus Master Plan Update Study, the overall cost is estimated at \$75,300,000. The MOC portion of the project is \$60,800,000 and the LPCDS is estimated at \$14,500,000.

Maintenance Operation Center costs can be funded using funding from the 0.5% local sales tax approved last November.

Funding for the LPCDS costs has not been fully identified.

Staff Recommendations

Staff recommends the Council approve the RFP for Architectural Services and the RFQ for Construction Management at Risk Services.

Requested Council Action

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- 1. Approve RFP for Architectural Services.
- 2. Approve RFQ for Construction Management at Risk Services.

Prepared by: Jesse Freihammer, Public Works Director

- Attachments:**
- 1. RFP – Architectural Services
 - 2. RFQ – Construction Manager at Risk

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July 22, 2025

Request for Proposals (RFP)

Architectural & Engineering Services for the

Maintenance Operations Center and License/Passport Dance Studio

Roseville, MN



Government Center | 2660 Civic Center Drive | Roseville, MN 55113 | P: 651-792-7004

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1. Project Information

1.1 Project Overview

The City of Roseville is seeking Architectural and Engineering services for the design and construction of a Maintenance Operations Center (“**MOC**”) and a License & Passport Center with a Dance Studio (“**LPCDS**”) at the City Hall Campus located at 2660 Civic Center Drive.

The City of Roseville (“**City**”) makes this Request for Proposals (“**RFP**”) to obtain Proposals for Architectural and Engineering (A/E) services (“**Consultant**”) that will be used to select a design team for the Project. The Project is generally described in the “Scope of Services” within this RFP.

1.2 Project Background & Vision

The existing Maintenance Facility is located at 1140 Woodhill on the City Campus and was constructed in various additions starting in the 1960’s with the latest remodel/expansion completed in 2003. The existing building has numerous challenges, including, but not limited to, deteriorated building envelope for part of the building, limited vehicle storage, inadequate staff space, and lack of yard space for operations.

The existing License & Passport Center and Dance Studio is located across Woodhill Drive at 2737 Lexington, a former strip mall, Lexington Shoppes, that the City purchased in 2018. The overall building is in poor condition and the size and layout is inadequate for each city use.

In 2017, the City completed a Maintenance Facility Needs Analysis (Attachment C.1) that identified space needs for a new MOC. In 2021 commissioned a City Campus Master Plan that developed a framework for long-term phased investment and redevelopment of the City’s Civic Campus. The next step the City completed was a Pre-Design Study in 2022 that focused on phasing and cost for a new LPCDS and new MOC.

In 2024 the voters in Roseville approved a local option sales tax to fund the MOC. The vote to use sales tax to fund the LPCDS did not pass so in 2025 the city performed a Civic Campus Update study. This study looked at different options to potentially re-use parts of the existing city campus buildings to potentially save costs and impacts to Veterans Park, the VFW and neighboring residents.

Council ultimately approved going forward with Option C, which includes a new 2-story LPCDS north of Woodhill with a shared expanded VFW parking, and a split MOC on both sides of Woodhill. Parts of the existing Maintenance Facility south of Woodhill would be demolished and the 2003 portion would be remodeled and expanded. The Lexington Shoppes building would be demolished and a new MOC yard, storage building, storage bins and fuel system would be constructed north of Woodhill.

1.3 Project Goals and Objectives

The Consultant shall lead and guide a design process to accomplish the following:

A. Design two-story LPCDS

- Dance studio would be located on the 2nd floor
- Include design of reconstructed shared parking lot with VFW
- Provide concept layout of revised Veteran's Park layout

B. Design MOC

- Refine final layout and design of site north of Woodhill
- Refine final layout and design of expanded facility south of Woodhill
 - Main garage to be remodeled and reused as part of the new construction.
 - All other parts of the facility will be demolished and reconstructed including the east garage, north garage and the administrative parts of the building.

C. Sustainability Goals: Consultant to identify alternate fees for higher level sustainability design such as B3 design.

D. Construction Manager At Risk (CMAR): The City will be using a CMAR delivery method with preconstruction services necessitating coordination with the Consultant team. The City anticipates hiring both the A/E and CMAR consultants Simultaneously.

E. Projected Construction Budget for MOC: \$48,000,000 (Sales Tax Funded)

F. Projected Construction Budget for LPCDS: \$11,000,000 (Locally Funded)

1.4 Additional Details

A. Phase One of construction is expected to begin in the Summer/Fall of 2026. The City anticipates the LPCDS will be constructed first.

B. Phase Two will consist of the demolition of Lexington Shoppes and the construction of the MOC facilities north of Woodhill.

C. Phase three of construction will consist of the expansion of the facility south of Woodhill. Additional analysis and configuration of Phase three needs to be evaluated to keep city operations ongoing, especially the central garage.

Due to the phased layout of the project, multiple bid packages will be released to allow the project construction to begin and finish sooner, potentially saving costs.

1.5 Tentative Project Schedule

The project work will commence after the award of contract for the selected Consultant. The Consultant will propose an overall project design schedule based on the following:

Service Type	Anticipated Date
Request for Proposal (RFP) Solicitation Release	July 22, 2025 (Tuesday)
Notice of Intent to Propose Due	August 4, 2025 (Monday)
Pre-Proposal Site Tour (Existing Facility, New site)	August 6, 2025 (Wednesday)
Written Questions Due	August 13, 2025 (Wednesday)
City Response to Questions Issued via RFP	August 18, 2025 (Monday)
Proposals Due	August 27, 2025 (Wednesday)
Consultant Interviews (If Necessary)	September 4-5, 2025 (Thursday-Friday)
Consultant Selection / Notifications	September 16, 2025 (Tuesday)
Contracts	October 2025
Design (all phases, including City review periods)	October 2025 – May 2026
Bidding & Contracts	Summer 2026
Construction	Fall 2026- Winter 2028

1.5 Project Oversight

Select members of the City staff, including but not limited to the City Manager, Public Works Director and Parks & Recreation Director, who will serve as the Project Management Team (hereinafter referred to as PMT) and be responsible for overseeing the design and construction process. The City will also hire a CM which will be part of the PMT. The Public Works Director will be the consistent, main point of contact throughout the entirety of the project and will ensure clear communication between PMT members, the Consultant team and other City project partners, including, but not limited to, the VFW.

The City's primary Project Manager will be:

Jesse Freihammer, Public Works Director
 Email: Jesse.Freihammer@cityofroseville.com
 Phone: 651-792-7041

City of Roseville
 City Hall
 2660 Civic Center Drive
 Roseville, MN 55113

End of Section 1

2. Scope of Services

The intent of this section is to identify project Consultant work scope requirements and deliverables to be incorporated into the overall contract for professional services. At a high level, this includes design and/or documentation for the following eight work scope phases: 1) project data collection and space needs programming, 2) concept site planning, 3) schematic design, 4) design development, 5) construction documents, 6) construction bidding assistance and construction permitting assistance, 7) construction administration, 8) project close-out assistance, and 9) neighborhood engagement.

2.1 Required Consultant Design Team

- Architecture (*Consultant Team Lead*)
- Interior Design
- Civil Engineering
- Water Resource Engineering
- Landscape Architecture
- Structural Engineering
- Mechanical Engineering
- Fire Protection Engineering (*full design*)
- Electrical Engineering
- Low Voltage Engineering (*full design*)

Note: The Consultant lead shall be responsible for identifying and including any additional design team services deemed necessary to successfully complete the project. For example, if not embedded in the ten (10) design disciplines noted above, the Consultant shall be responsible for the design of unique Public Works components including, but not limited to:

- Fuel system and Fuel island/canopy design.
- Salt shed and storage bin design.
- Wash bay design.
- Design of site yard components such as, but not limited to, gates, fencing, site walls, equipment screening and monument sign(s).
- Preparation of SWPPP, wetland delineation, tree inventory, and site planning survey(s).
- Community Engagement

2.2 Contract Exclusions (City Provided Services)

A. Cost Estimating

- Cost Estimating will be completed by the Construction Manager At Risk (CMAR)
- The Consultant Team will be required to coordinate with the City and CMAR on items including but not limited to: Definition of Division 01 special inspections schedule.

2.3 Consultant Scope of Services - Project Phases

What follows is an outline of the expected work scopes to be incorporated into the final contract between the parties, to be completed by the awarded Consultant. As part of the project process, regularly scheduled meetings with City staff will be required.

2.3.A Data Collection and Space Needs Programming

The Consultant shall collect existing data and reports relevant to all aspects of the project.

2.3.A-1 Data Collection

The Consultant shall gather project background information including, but not limited to:

- 2017 Maintenance Facility Space Needs Analysis (see Appendix C)
- 2017 License Center Space Needs Analysis (see Appendix C)
- Civic Campus Master Plan (2021) (see Appendix C)
- Civic Campus Pre-Design (2022) (see Appendix C)
- Civic Campus Options Update (2025) (see Appendix C)
- Site Planning Survey(s) of existing condition including property lines, including VFW and city parcels.
- Phase 1 - Environmental Site Assessments (ESA).
- Geotechnical work needed for design
- City information: e.g., Zoning code, Building Code, 2040 Comprehensive Plan.
- Sustainability Design such as MN B3 Guidelines (alternate scope)

2.3.A-2 Facility Tours

The Consultant Team Lead shall attend tours with the City PMT at each of the three (3) existing facilities located around the Twin Cities metro area; public works facilities, license/passport centers and dance studios. The goal of the tours will be to observe exemplary precedents to provide ideas and generate likes/dislikes with the City team. Tour locations TBD, but considerations will be given to projects completed by the awarded Consultant. Based on scheduling coordination needs, the Consultant shall estimate three days of tours.

2.3.A-3 Space Needs Programming

The Consultant shall verify and update the space needs programming for the office/staff area from the Civic Campus Pre-Design Study based on current information gathered from new interviews with select City staff divisions. This work scope will include interview meetings with the following staff groups:

- Public Works: Maintenance and Engineering
- Parks & Recreation: Maintenance and Seasonal Recreation Staff

Meetings: *Consultant to define the full scope and quantity.*

The required meeting minimum for City coordination is as follows:

- Project kick-off meeting with the City's PMT.
- Three (3) facility tours for each of the following; public works facilities, license/passport centers and dance studios

Deliverable(s): *Consultant to define the full scope.*

The required minimum is as follows:

- Summary of facility tour findings.
- New site planning surveys.
- Geotechnical documentation.

- Office Area Space Needs Analysis.
- Phase 1 – Environmental Assessment

2.3.B Concept Design (15% Package)

The Consultant shall examine the preferred concept site plan (Concept C.1 or C.2) from the 2025 study as a starting point. Based on potential updates and information learned from facility tours and collected data, the Consultant design team shall modify the layout if needed and determine the final layout of the yard north of Woodhill.

2.3.B-1 Concept Design

Some site factors were not fully identified in the 2025 study. The Consultant should review and incorporate the following;

- Final layout of MOC yard north of Woodhill.
- Proposed plan of lot line adjustments or for lot creation related to separating Veterans Park from the LPCDS parcel.
- Final layout of LPCDS including opportunities for Veterans Park related improvements.
- Revised concept layout of MOC south of Woodhill.
- Confirm office/staff area needs for the MOC
- Location of stormwater features.
- Work with the CM to determined detailed phasing plan including continuity of operations plan.
- Work with the CM to determine bid package schedule

Meetings: *Consultant to define the full scope and quantity.* The required meeting minimum for City coordination is as follows:

- Regular schedule of Consultant PM and City PM check-in meetings (every other week).
- Regular schedule of design progress review meetings with the City PMT (monthly).
- Final Presentation to City PMT.
- Cost estimate review meeting.

Deliverable(s): *Consultant to define the full scope.* The required minimum is as follows:

- Updated Concept Design package: site planning drawings and scope narratives.
- Detailed phasing plan and bid package schedule.
- Survey Parcel Sketch with revised property lines and legal descriptions of any new created lots for City Parcels north of Woodhill.

2.3.B-2 Cost Estimating and City Review Period

The Consultant will distribute the concept design deliverables to the City's awarded Construction Manager (CM) for their use in providing updated cost estimates. The Consultant shall attend a cost estimate review meeting with the CM and include a **3-week** pause in the design schedule for this budget analysis and City review period.

2.3.C Schematic Design (30% Package)

Based on City acceptance, in writing, of the previous Concept Design phase, the Consultant shall prepare Schematic Design documents consisting of drawings and other documents indicating the scale and relationships of Project components in conformance with the approved space needs programming.

2.3.C-1 Design (SD)

The Consultant shall identify the full scope of services required for completing the Schematic Design phase. These tasks shall clearly be defined in the proposal's detailed work plan. Key Schematic Design work scope responsibilities include, but are not limited to:

- Initial iterations of exterior footprint(s) and internal building layouts.
- Initial iterations of exterior building forms via 3D massing models and elevations.
- Initial iterations of parking/yard layouts.
- Initial stormwater management planning per Rice Creek Watershed District (RCWD) & City requirements
- Consultant to perform Geotechnical evaluation
- City Council presentation

Meetings: *Consultant to define the full scope and quantity.* The required meeting minimum for City coordination is as follows:

- Regular schedule of Consultant PM and City PM check-in meetings (every other week).
- Regular schedule of design progress review meetings with the City's PMT (monthly).
- Final SD presentation to City PMT.
- Cost estimate review meeting.

Deliverable(s): *Consultant to define the full scope.* The required minimum is as follows:

- Schematic Design package: drawing set with additional design scope narratives as needed per design team discipline.
- Geotechnical report
- Tree Inventory report.

2.3.C-2 Cost Estimating and City Review Period (SD)

The Consultant shall distribute the Schematic Design deliverables to the City's awarded Construction Manager (CM) for their use in providing updated cost estimates. The Consultant shall attend a cost estimate review meeting with the CM and include a **3-week** pause in the design schedule for this budget analysis and City review period.

2.3.D Design Development (60% Package)

Based on City acceptance, in writing, of the previous Schematic Design phase, the Consultant shall prepare Design Development documents consisting of drawings, outline specifications and other documents sufficient to describe the size and character of the project's building(s) and site, relative to architectural, structural, mechanical and electrical systems.

2.3.D-1 Design (DD)

The Consultant shall define the full scope of services required for completing the Design Development phase. These tasks shall clearly be defined in the proposal's detailed work plan. Key Design Development work scope responsibilities include, but are not limited to:

- Intermediate iterations of exterior footprint(s) and internal building layouts.

- Intermediate iterations of exterior building forms via 3D massing models and elevations.
- Intermediate iterations of parking/yard layouts.
- Selection of energy performance path for energy code compliance including definition of exterior wall and roof assemblies.
- Initial coordination with Authorities Having Jurisdiction (AHJ)
- City of Roseville Building Official and City Planner: Attend a project introduction meeting to identify any early issues and define the permitting review process/schedule.
- The Consultant team shall be responsible for procuring a Water Supply Flow Test to measure the available water supply coming to the site. This is critical for designing the correct components and sizing of the facility's water-based fire protection system (e.g., fire sprinklers / fire pump / backup generator).

Meetings: *Consultant to define the full scope and quantity.* The required meeting minimum for City coordination is as follows:

- Regular schedule of Consultant PM and City PM check-in meetings (every other week).
- Regular schedule of design progress review meetings with the City's PMT (monthly).
- Final DD presentation to City PMT
- Cost estimate review meeting.
- City of Roseville Development Review Committee meeting(s).
- Final DD presentation to City Council

Deliverables: *Consultant to define the full scope.* The required minimum is as follows:

- Design Development package: drawing set with outline specifications from each design team discipline.
- Water Supply Flow Test Report.

2.3.D-2 Cost Estimating and City Review Period (DD)

The Consultant will distribute the Design Development deliverables to the City's awarded Construction Manager (CM) for their use in providing updated cost estimates. The Consultant shall attend a cost estimate review meeting with the CM and include a **3-week** pause in the design schedule for this budget analysis and City review period.

2.3.E Construction Documents (100% Package)

Based on City acceptance, in writing, of the previous Design Development phase, the Consultant shall prepare Construction Documents consisting of a full set of signed Drawings and detailed Specifications from each design discipline which describe precisely how the design shall be built: materials, building systems, components and assembly details, to name a few.

2.3.E-1 Design (CD)

The Consultant shall define the full scope of services required for completing the Construction Documents phase. These tasks shall clearly be defined in the proposal's detailed work plan. Key Construction Documents work scope responsibilities include, but are not limited to:

- Final plans for exterior footprint(s) and internal building layouts.
- Final exterior building forms and elevations.
- Final site plans of parking/yard layouts.
- Completion of door hardware reviews with City PMT representatives relative to the definition of hardware sets and secure door access control locations throughout the facility.
- Final coordination with the multitude of AHJ, including RCWD, Ramsey County, etc.

- City Council Presentation on Final Design.
- The full Consultant team shall participate in a 90% page turn review meeting with the City PMT and awarded Construction Manager (CM).
- The full Consultant team shall participate in a coordination meeting with the awarded Construction Manager (CM) to confirm bidding contractor Work Scope determinations as part of the Division 01, General Requirements specifications. The meeting will compare the Construction Document drawings versus specifications to identify any scope gaps in the bidding work scopes. This meeting is critical to assist with finding missing work scope items shown in the drawings but not in the corresponding specifications sections, or vice versa.

Meetings: *Consultant to define the full scope and quantity.* The required meeting minimum for City coordination is as follows:

- Regular schedule of Consultant PM and City PM check-in meetings (every other week).
- Regular schedule of design progress review meetings with the City's PMT (monthly).
- 90% page turn review meeting with the City PMT.
- CM bidding Work Scope definition review meeting.
- City of Roseville City Council plan review meeting (Consultant team lead only).

Deliverables: *Consultant to define the full scope.* The required minimum is as follows:

- 100% Construction Documents package: Drawings and Specifications.
- City Council presentation

2.3.E-2 Cost Estimating and City Review Period (CD)

The Construction Document phase will require selective work scope budget checks by the City's awarded Construction Manager (CMA) at 75% CD completion and 90% CD completion to confirm the budget remains on track ahead of the bidding phase. As such, the Consultant shall issue progress check set documentation from all design team disciplines at 75% completion and for the noted 90% page turn review meeting.

2.3.F Bidding Assistance and Permitting Assistance

The Consultant shall define the full scope of services required for assisting the City and the awarded Construction Manager (CM) with the competitive bidding and permitting of the project in accordance with the State of Minnesota laws.

2.3.F-1 Bidding Assistance

The Consultant shall coordinate with the City and Construction Manager (CM) for the solicitation of competitive bids. This includes participation in a pre-bid meeting by the full Consultant team and answering questions from potential bidders via narrative format and/or revisions to the drawings and specifications. The bidding question/answer process may require change of work documentation with revisions to drawings and/or specifications issued via Addenda.

Meetings: *Consultant to define the full scope and quantity.* The required meeting minimum for City coordination is as follows:

- Pre-bid meeting (Full team)
- Bid Opening meeting (Consultant team lead only)

Deliverable(s): *Consultant to define the full scope.* The required minimum is as follows:

- Addenda to the Construction Document set (narratives, drawings and/or specifications)

2.3.F-2 Permitting Assistance

The Consultant shall coordinate with the City and the awarded Construction Manager (CM) to prepare submissions and response documentation for required plan reviews and permitting. The Consultant team shall submit application materials for the following two agencies:

- Sewer Availability Charge, SAC determination (Metropolitan Council).
- State Plumbing Review (MN Department of Labor and Industry).

The Consultant shall assist with preparing response information to plan review comments and issue change of work documentation as required. AHJ reviews include, but are not limited to:

- Commercial Building Permit (City of Roseville).
- Stormwater Permit (MPCA).
- Watershed Permit (RCWD).

Meetings: The Consultant shall attend coordination meetings with the City and awarded Construction Manager (CM) to confirm submission requirements and response responsibilities.

Deliverable(s): *Consultant to define the full scope.* The required minimum is as follows:

- AHJ application and submission documentation as needed.
- AHJ plan review response documentation, narrative and/or drawing content
- Change of work documentation as needed: If before bidding, revisions to be issued via Addenda, if after contract award, revisions to be issued via proposal request.
-

2.3.G Neighborhood Engagement

Since the campus expansion project abuts a residential neighborhood and impacts a city park, the city is committed to engage with the neighborhood on the final design of the project by creating a Civic Campus Final Design Stakeholder Group. The overall goal of the engagement is to provide input and feedback to the overall project. It is intended that the group will operate at the “involve” and “collaborate” level IAP2 Spectrum of Public Participation.

Specifically, the working group will provide feedback on overall site configuration, landscape/hardscape/streetscape buffering on the edges of the project, design elements of the building, and mitigation efforts to minimize impacts to surrounding properties.

The working group will have three phases of the work;

- Provide general feedback and input about the final design of the project to ensure concerns are addressed.
- Review option/design proposals for the project that incorporates the feedback and input received from working group to maximum extent possible
- Make a recommendation to the City Council regarding the final design.

2.3.G-1 Engagement

The Consultant shall define the full scope of services required for completing community engagement. These tasks shall clearly be defined in the proposal’s detailed work plan. Key Documents work scope responsibilities include, but are not limited to:

- Prepare meeting materials.
- Attend and lead engagement at three meetings.
- Provide minutes and summaries of the meeting.

Meetings: *Consultant to define the full scope and quantity.* The required meeting minimum for City coordination is as follows:

- Three (3) neighborhood meetings

Deliverables: *Consultant to define the full scope.* The required minimum is as follows:

- Meeting materials
- Meeting minutes and summaries

2.3.H Construction Administration (CA)

The City will be using a Construction Manager (CM) delivery method. The City's awarded Construction Manager (CM) will facilitate the construction process and work with the City to keep the multitude of prime contractors on schedule and in budget. All Consultant design team disciplines are expected to actively participate in the construction administration phase of the project. The Consultant shall define the full scope of services required for completing the Construction Administration phase. These tasks shall clearly be defined in the proposal's detailed work plan. Key CA work scope responsibilities include, but are not limited to:

2.3.G-1 Regular On-Site Meetings & Observation

The Consultant will visit the site regularly throughout the entirety of the Construction Phase to observe progress and verify work conformity with the Construction Documents. This includes attendance at a regular schedule of Owner-Architect-Contractor (OAC) construction progress meetings. The Consultant shall determine which design team disciplines should attend these meetings based on the in-progress construction activities. Not all the design disciplines need to attend all of the construction meetings. Therefore, the Consultant shall estimate construction meetings per discipline on a weekly basis for the estimated construction duration of 36 months.

2.3.G-2 Typical Consultant Construction Administration (CA) Tasks & Deliverables

- The Consultant team shall be well versed in construction software platforms, e.g., Procore.
- Submittals: Review and provide approvals in coordination with the City.
- Requests For Information (RFI): Review and provide response in conjunction with the City.
- As needed, issue supplemental instructions (ASI) to clarify design documents relative to work scope questions not resulting in changes to project costs or schedule.
- As needed, issue documents for changes in the work, i.e., Proposal Requests (PR), to address potential modifications to work scopes that impact cost and/or schedule.
- Review potential Change Orders and coordinate approval direction with the City.
- The Consultant shall review monthly Pay Applications issued by the CM. Coordination with and approval from the City's Project Manager is required prior to signature.

2.3.I Project Close-Out

The Consultant shall define the full scope of services required for completing the Project close-out phase. These tasks shall clearly be defined in the proposal's detailed work plan. Key project close-out work scope responsibilities include, but are not limited to:

2.3.H-1 Substantial Completion and Punch List

When the facility is deemed sufficiently complete for City use, the Consultant shall confirm City approval prior to issuing the official Certificate of Substantial Completion for the project. Based on the scale of this Public Works project, the Consultant shall then attend multiple site walk through Punch List meetings as required to identify items needing to be completed or corrected following substantial completion. The awarded CM will consolidate the Consultant's lists and prepare the official Punch List document for completion progress tracking and sign-off.

2.3.H-2 Record Drawings (As-Built)

The Consultant shall compile and submit to the City an electronic set of Record Drawings in PDF format (.pdf) and AutoCAD format (.dwg) at the completion of the project. The awarded Construction Manager (CM) will collect and provide contractor as-builts to the Consultant team for use in updating final drawings that capture the actual construction of the project, including all site changes and revisions.

2.3.H-3 Post Construction and Warranty Walk-through

Relative to the date of substantial completion, the Consultant team shall attend an 11-month warranty inspection walk-through of the facility with the City and awarded Construction Manager (CM) to look for any possible problems before warranties expire at one-year. During the 11 months preceding this facility warranty walk-through, the Consultant may need to advise on post-construction issues relative to potential defects in materials, workmanship, or systems, not related to City end user operations.

2.4 Potential Changes to Scope of Services

The Consultant shall describe their process for adjusting professional fees should the scope of services, or the overall project budget, be increased or decreased during the design process. If changes are needed, the City requires the Consultant to notify the City's Project Manager in writing as soon as reasonably possible **prior** to any changes being made. Furthermore, Consultant fees are to be reviewed with the City's PM at the completion of each milestone project phase to ensure budget conformance.

- **Note:** Any additional costs incurred due to the inability of the Consultant to meet the stated expectations of the City in this RFP will not be eligible for compensation. Only justifiable reasons, such as, but not limited to, City requests, inclusion of noted exclusions, or unforeseen conditions, are required for additional services requests to be considered.
- **Note:** If potential changes to Consultant scope of services are acted upon without written notification and prior City approval, then the Consultant will be proceeding at their own risk with no guarantee of additional compensation by the City.

2.4.A Exclusions

The Consultant shall provide a full, consolidated listing of professional service exclusions for all design team disciplines as part of their proposal. This list may include Alternates, such as an official MN B3, As applicable, the Consultant shall provide an associated design team unit cost or not to exceed value for each exclusion or alternate scope. As the project phases progress, the City may choose to include specific exclusions or alternates from this list for incorporation into the awarded Consultant's scope of services.

2.4.B Unforeseen Conditions

The Consultant shall take every step necessary during the design phases to reduce the risk of unforeseen project conditions during the construction phase. Nevertheless, the City acknowledges that potential changes can unexpectedly arise based on categories such as, but not limited to, existing conditions, determinations by Authorities Having Jurisdiction, and Owner (City) requests. Therefore, written documentation of unforeseen circumstances may be considered as justifiable reasons for potential additional services.

End of Section 2

3. Proposal Process

3.1 Notice of Intent to Propose

If a firm is interested in submitting a proposal of professional Architectural & Engineering services, then the Consultant must notify the City of Roseville Project Manager, Jesse Freihammer, via email by noon on **Monday, August 4, 2025**.

The email should indicate the Consultant's intent to submit a proposal response and must identify the Consultant's primary point of contact for future correspondence: *Name, phone number, email*.

3.2 RFP Questions

All questions regarding the content included in this RFP must be sent in writing via email to the following **two** individuals from the City of Roseville:

Jesse Freihammer

Public Works Director

Email: Jesse.Freihammer@cityofroseville.com

Sally Ricard

Database Specialist

Email: Sally.Ricard@cityofroseville.com

Only written questions sent via email will receive a response. Questions are due via email by **4:00 PM on Monday, August 18, 2025**. Responses to all such requests that were placed within the allotted timeline will be made in writing by addendum to all Respondents. The City of Roseville reserves the right to disregard any questions that come in late.

3.3 Pre-Proposal Site Tour

A **Pre-Proposal site tour option** will be held on Wednesday, August 6 at 9:00 AM. The tour will start with the existing maintenance facility and then the Lexington Shoppes/Veterans Park. Attendance is not mandatory, therefore any questions about RFP clarifications will not be answered during the tour and must be sent via email. Any Consultant questions pertaining to clarifications of RFP content will be itemized with City response information and distributed to ALL potential RFP respondents via Addendum. This City provided Addendum document will be electronically posted to the City website (<https://www.cityofroseville.com/890/Bids-RFPs-RFQs>) by 4:00 PM on Friday, **August 22, 2025**.

3.4 Contract Documents

The awarded Consultant will be required to comply with the terms and conditions contained the AIA B-133. Any requests for changes to the documents must be requested in writing via email by the proposal questions date of August 18, 2025. If any proposed changes are approved by the City, these will be issued to ALL potential RFP respondents **via the City response Addendum issued on August 22, 2025**.

End of Section 3

4. Proposal Submission

4.1 City Contact

All proposals must be submitted electronically AND via mail/courier to:

Jesse Freihammer, Public Works Director
 Email: Jesse.Freihammer@cityofroseville.com
 Phone: 651-792-7041

City of Roseville
 Roseville City Hall
 2660 Civic Center Drive
 Roseville, MN 55113

Other personnel are NOT authorized to discuss this RFP with Responders, before the proposal submission deadline. Contact regarding this RFP with any personnel other than RFP Project Manager could result in disqualification.

4.2 Submission Format

Interested Consultants must submit the following:

- A.** Digital copy (PDF format) of the combined Consultant proposal sent via email to the City Project Manager's email address noted above.
- B. Note:** If the proposal has a digital file size larger than 5 MB, then the Consultant shall provide a share file transfer link via email for downloading the PDF.
- C.** Deliver **three (3)** hard copies of the combined Consultant proposal to the Project Manager's mailing address noted above in a sealed package clearly marked as follows:

"RFP Response for CMaR Services for City Of Roseville MOC & LPCDS"

- D.** The sealed package shall clearly identify the name and address of the proposing Consultant.

*Consultant Proposal Submissions are due no later than
2:00 pm on
Wednesday, August 27, 2025.*

4.3 RFP Addenda

- A.** Any addendum issued will become a part of the RFP. The City may modify or clarify the RFP by issuing one or more addenda to all parties who have received the RFP.
- B.** Each responder must follow the directions on the addendum. Addenda will be numbered consecutively in the order they are issued.
- C.** In such an event of an addendum, all responding Respondents will be afforded the opportunity to revise their Proposals to accommodate the RFP addendum.
- D.** Any addenda to this RFP will be e-mailed by the single point of contact. Respondents will be responsible for meeting the requirements of all addenda and will acknowledge receipt of all addenda by completion and attachment of Attachment B of the RFP to their Proposal.
- E.** Only additional information provided by formal written addenda shall be incorporated into the RFP for clarification or response. Oral and other interpretations or clarifications will be without legal effect and cannot be relied upon by Responders.

4.4. Data Practices

- A.** All materials will become public record in accordance with Minnesota Statutes, Section 13.591, after the evaluation process is completed. Pursuant to the statute, completion of the evaluation process occurs when the government entity has completed negotiating and enters into the contract with the selected Responder.
- B.** Pursuant to the statute, completion of the evaluation process occurs when the government entity has completed negotiating and enters into the contract with the selected Responder.
- C.** Responders must not submit as part of their response trade secret material, as defined by Minn. Stat. § 13.37.
- D.** In the event trade secret data are submitted, Responder must defend any action seeking release of data it believes to be trade secret, and indemnify and hold harmless the City, its agents and employees, from any judgments awarded against the City in favor of the party requesting the data, and any and all costs connected with that defense.
- E.** The City does not consider cost or prices to be trade secret material, as defined by Minn. Stat. § 13.37.
- F.** A Responder may present and discuss trade secret information during an interview or demonstration with the City, if applicable.

4.4 Important Information

Responders should note the following:

- A.** Submission of an electronic copy of the proposal without the three (3) hard copies will not satisfy the submission requirement.
- B.** Failure to submit a proposal on time shall constitute grounds for the rejection of the proposal. Proposals received after this specified time and date won't be considered and won't be returned.
- C.** Upon submission, all proposals become the property of the City of Roseville, which retains the right to use any concept or idea presented in any proposal submitted, whether or not that proposal is accepted.
- D.** The City of Roseville expressly reserves the right to amend or withdraw this RFP at any time and to reject any or all proposals.
- E.** The City of Roseville reserves the right to reject any and all proposals if such action is in the public interest.
- F.** The City reserves the right to repost for new proposals.
- G.** The City of Roseville is not bound to accept the lowest cost proposal.
- H.** The City of Roseville reserves the right to include any clarifications/revisions to the RFP content in the RFP addenda process.

4.5 Proposal Submission Checklist

The City is providing the following proposal submission checklist as a courtesy to RFP respondents. It remains the responding Consultant's responsibility to thoroughly review this RFP and submit all required materials.

Number	Proposal Criteria Item	Yes
01	Cover <i>(Note: this does not count against the total page requirement)</i>	
02	Cover Sheet <i>(Note: this does not count against the total page requirement)</i>	
03	Table of Contents <i>(Note: this does not count against the total page requirement)</i>	
04	Consultant Background information	
05	Project Manager resume information	
06	Key Personnel resume information	
07	Project Experience Sheets (minimum of three projects)	
08	References (minimum of five)	
09	Detailed Work Plan	
10	Gantt Chart Schedule	
11	Fee Proposal worksheet with requested breakout of Fee and Hours. Fee must be broken out by MOC and LPCDS.	
12	List of Exclusions with associated added lump sum costs or unit costs. Provide a description of the Consultant's process for Additional Services.	
13	Signed and dated copy of <i>Appendix A - City's Standard Terms and Conditions</i> <i>(Note: this does not count against the total page requirement)</i>	
14	Combined Proposal: One (1) electronic copy sent via email (share file transfer as needed) to the City's Project Manager.	
15	Combined Proposal: Three (3) bound hard copies mailed or delivered to the City's Project Manager at the Roseville City Hall	

End of Section 4

5. Proposal Content

The following headings define the required content for the proposal and must be submitted in the sequential order identified below. A maximum of 25 pages is required, using 8.5 x 11 paper size, portrait orientation. If needed, the required Gantt Chart Schedule or Fee Proposal Worksheet can be submitted as 11x17 landscape format and will count only as one page each. Furthermore, NO appendices of Consultant pre-prepared marketing materials will be allowed.

5.1 Cover Letter *(Note: this does not count against the total page requirement)*

The cover letter shall include an executive summary statement of RFP understanding including an identification of the full Consultant project team noting firm names with corresponding work scope responsibilities. The cover letter shall clearly state the Consultant's team lead and main point of contact by including the name, email address, telephone number, and business address of the contact person(s) representing the team.

5.2 Table of Contents *(Note: this does not count against the total page requirement)*

The Consultant shall identify their proposal response materials by section and page number. The proposal must be submitted in the sequential order listed in this section.

5.3 Consultant Background

The Consultant team lead shall describe their firm's background, staff composition and guiding philosophy and methodology. Emphasis should be placed on the firm's process to successfully deliver projects similar to the City's proposed Maintenance Operations Center and License/Passport Center & Dance Studio. The proposal shall indicate how the Consultant will balance their Public Works expertise with an innovative process to meet the specific needs of the City of Roseville. To help illustrate the firm's capacity, the Consultant shall include a statement of their annual percentage of public sector versus private sector projects along with corresponding total construction values for each category. Furthermore, the Consultant shall illustrate their current workload and schedule capacity by identifying the quantity of active projects they have and what percentage of completion they're at.

The Consultant shall include listings of prior project experience within the last 10 years for the following three categories (if applicable):

1. Public Works facility projects. Identify year of completion.
2. License/Passport Center & Dance Studio design or equivalent. Identify year of completion.
3. Construction Management (CM) projects. Identify year of completion and name of CM firm.

5.4 Project Manager (PM)

The Consultant team lead shall identify a Project Manager from their firm that will be a primary point of contact throughout the entirety of the project. The proposal shall provide detailed resume information including the following:

- Educational experience, professional registration(s) and professional affiliation(s)
- Listing of prior project experience (must include similar PM work on Public Works projects)

- Quality Control strategies to manage the Consultant team (deliverables, schedule, fee), and manage coordination with the City team and the awarded Construction Manager team.
- PM's availability and capacity to remain on the project from beginning to end. No personnel substitutions will be allowed by the City of Roseville. Identify how many other projects the PM will simultaneously be working on, if any.

5.5 Key Personnel

In addition to the Project Manager, the Consultant shall identify key personnel from the full team of design disciplines who will be assigned for the entirety of this project. The specific team members who will actively participate in the project on a day-to-day basis will need to be identified and include the following resume information:

- Design discipline work scope responsibility
- Educational experience, professional registration(s), professional affiliation(s)
- Project work experience on similar projects (i.e., Public Works, City of Roseville)
- Indicate prior project experience working with the proposed Consultant team
- Capacity to remain on the project from beginning to end. No substitutions allowed.

5.6 Project Experience

The Consultant shall highlight prior project experience within the last 10 years with at least three (3) select exemplary projects referenced in the Project Manager and Key Personnel resumes. The detailed project experience information should include the following at a minimum:

- Completed project photos
- Narrative description of the project
- Overall project budget
- Year of completion
- Indicate if the project was delivered via a Construction Management firm.

Note: Include a list of at least five (5) References with contact information (phone, email).

5.7 Detailed Work Plan & Schedule

The Consultant shall follow the Scope of Services requirements identified in Section 2 of this RFP to define a detailed work plan and schedule to complete the project on time and in budget. The work plan must identify the full scope of services required for completing the multitude of project phases:

- Define work scope tasks to be accomplished per project phase per design discipline team.
- Define the full scope of project deliverables per phase.
- Define a critical path timeline (Gantt Chart Schedule format) to meet the stated RFP goals.

5.8 Consultant Fee Proposal

The City of Roseville requires an hourly not-to-exceed fee structure. Therefore, the Consultant shall prepare a detailed fee proposal worksheet that includes the following:

- A. Total Fees**, with the following breakout:
 - 1. Breakout: Sub-total Fees by project phase (eight phases per RFP section 2.3)
 - 2. Breakout: Sub-total Fee for reimbursable expenses (include list of what's included)
 - 3. Fees must be broken out by MOC & LPCDS
- B. Total Hours**, with the following breakout:
 - 4. Breakout: Sub-total hours by project phase (eight phases per RFP section 2.3)
 - 5. Breakout: Sub-total hours per each design team role.
 - 6. Hours must be broken out by MOC & LPCDS
- C.** Define **hourly rates** that will be fixed for the project duration.
- D.** Define a clear list of **exclusions** to the base scope of services (see RFP section 2.4A)

This fee proposal worksheet format will provide a critical means for the City to review fee relative to the Consultant's proposed allocation of work scope time commitments per each project phase and team role. See *Appendix B: Fee Proposal Worksheet–Example* for a reference only worksheet format. Each Consultant shall create their own fee proposal worksheet for submission.

End of Section 5

6. Proposal Evaluation

Representatives of the City of Roseville will evaluate all proposal responses received by the deadline. A 100-point scale will be used to create the final evaluation recommendation. The factors and weighting on which proposals will be judged are:

CRITERIA	MINIMUM POINTS	MAXIMUM POINTS
1) The quality of the Consultant's proposal relative to thoroughness of the response and inclusion of all requested information identified in the RFP.	5	10
2) The qualifications of the lead Consultant architectural firm and their identified Project Manager including a demonstrated understanding of the Project and available staff capacity to perform the work.	5	15
3) The qualifications of the balance of the Consultant design team members including prior work experience with the lead Consultant architectural firm and available staff capacity to perform the work.	5	10
4) Similar Project Experience within the past ten (10) years on, a) Public Works projects, License/Passport Center, Dance Studio b) Construction Management delivered projects. The project experience should demonstrate the inclusion of the full scope of Consultant services identified in this RFP.	5	15
5) The proposed detailed work plan and corresponding schedule in Gantt Chart format including a demonstrated project understanding through identification of work scope tasks, milestones and deliverables.	5	10
6) Fee Proposal – Cost of Professional Services relative to corresponding breakout of hours per project phase versus any identified exclusions. Fee must additionally be broken out by MOC and LPCDS.	5	40
TOTAL POINTS	30	100

6.1 Interview

As part of the selection process, Respondents may be asked to give an interview. Interviews will be requested on a discretionary and case-by-case basis. Respondents should be prepared to discuss and substantiate any of the Responses to the RFP and any other area of interest to the City relative to the proposal. Respondents must have their proposed Project Lead or designee in attendance at the interview. Other key project team members may attend as appropriate or requested.

6.2 Important Information

Interested Consultants should note the following:

- A.** The City reserves the right to waive any minor irregularities in the proposal process.
- B.** The City reserves the right to interview any, all, or none of the respondents at its discretion.
- C.** The City shall not be liable for any expenses incurred by the Consultant including but not limited to expenses associated with the preparation of the proposal.
- D.** This RFP and the content herein, becomes part of the Contract.
- E.** It's anticipated that the evaluation will be completed with firm selection by September 23, 2025.

End of Section 6

Appendix A – AIA B-133

Appendix B: Fee Proposal Worksheet - EXAMPLE



Project: Maintenance Operation Center, Woodbury,
MN

Proposal By:

			Estimated Hours By Project Phase								Sub-Total Hours Per Role
Design Team Role	Firm Name	Hourly Rate (\$)	Data Collection, Programming	Concept Design	Schematic Design	Design Development	Construction Documents	Bidding & Permitting Assistance	Construction Administration	Project Close-Out	
Project Manager											
Project Architect											
* Architectural Staff											
Interior Designer											
Civil Engineer											
* Civil Engineering Staff											
Landscape Architect											
Structural Engineer											
* Structural Engineering Staff											
Mechanical Engineer											
* Mechanical Engineering Staff											
Fire Protection Engineer											
Electrical Engineer											
Low Voltage Engineer											
* Electrical Engineering Staff											
Other? (Consultant to expand role list as needed)											
* Denotes blended rate / hours											
Sub-Total Hours by Phase											Total Hours

Project Phase	Total Fee LPCDS	Total Fee MOC	Total Fee by Total Project Phase
Data Collection / Programming	\$0	\$0	\$0
Concept Design	\$0	\$0	\$0
Schematic Design	\$0	\$0	\$0
Design Development	\$0	\$0	\$0
Construction Documents	\$0	\$0	\$0
Bidding & Permitting Assistance	\$0	\$0	\$0
Construction Administration	\$0	\$0	\$0
Close-Out	\$0	\$0	\$0
Sub-Total: Consultant Fees	\$0	\$0	\$0
Sub-Total: Reimbursables	\$0	\$0	\$0
Total Fees	\$0	\$0	\$0

* Consultant Exclusions	Cost (\$)
Alternate: Design the facility to meet a higher sustainability requirement, such as B3 requirements.	*\$
*Other...	*\$

* Consultant to expand Exclusions list as needed with associated added lump sum costs or unit costs for each item

Appendix C – Previous Studies and Reports

Request for Qualifications City of Roseville's Maintenance Operations Center and License/Passport Dance Studio Construction Manager at Risk



July 22, 2025
City of Roseville, Minnesota
2660 Civic Center Drive
Roseville, MN 55113

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ATTACHMENT J – MAINTENANCE FACILITY NEEDS ANALYSIS 2017 J-1

ATTACHMENT K – LICENSE CENTER BUILDING SPACE NEEDS STUDY 2017 K-1

A. General Purpose

1. The City of Roseville (Owner) requests qualifications from firms that possess qualifications to provide Construction Manager at Risk (CMaR) services for the construction of the Maintenance Operations Center (MOC) and the License/Passport Center & Dance Studio (LPDS) (together the “Project”).
2. The Selection of the CMaR will be done through a two-step process:
 - In the first step, Owner will evaluate the qualifications of each respondent using uniform criteria (Section F.2, below) and choose a short-list of two to five respondents as CMaR finalists.
 - In the second step, the short-listed respondents will be solicited to submit a proposal responding to a Request for Proposal (RFP) CMaR services. The evaluation panel will score each respondent’s proposal based on the published RFP criteria and interview up to the three (3) highest scoring respondents. Owner will enter contract negotiations with the highest-scoring respondent.
3. The award of a contract to the selected CMaR will be subject to CMaR and Owner agreeing to a Guaranteed Maximum Price (GMP) for the Project work, as per the construction documents.
4. Owner will use *Owner-modified* AIA Document A133-2019 and A201-2017, as the form of agreements between Owner and the selected CMaR.
5. The selection of the CMaR will be for both the Maintenance and Operations Center project (“MOC”) and the License/Passport Center and Dance Studio project (“LPDS”) (together the “Project”). There will be an AIA agreement executed for each project. This is reflected in the RFQ fee proposal form.

B. Background and Nature of Project

Project Overview

The City’s total budget for the Project is \$75,300,000 (“Budget”). The Budget includes estimates for construction costs, contingencies, miscellaneous fees, design fees and construction management fees, site acquisition, owner costs, FF&E, and any other typical costs related to large capital projects. The Project has two components with separate funding sources. MOC portion of the project is \$60,800,000 and is funded using local option sales tax funds. The LPDS is \$14,500,000 and will be funded with local funds. Responders must be prepared to allocate cost for each portion separately.

The City Council approved going forward with “Option C” from the Civic Campus Master Plan Update completed June 2025 which is included as Attachment G. The Project includes a new 2-story structure to house the LPDS north of Woodhill with a shared expanded VFW parking, demolition of the “Lexington Shoppes” at [ADDRESS OF STRIP MALL] which currently houses the LPDS, and a split MOC partially where at [ADDRESS OF STRIP MALL] and the remainder across the street where the existing maintenance facility is located. Parts of the existing Maintenance Facility south of Woodhill at 1140 Woodhill Drive would be demolished and the 2003 portion would be remodeled and expanded. The expanded MOC includes additional vehicle storage space, new central garage, new washbays, new workshop space, and new office and staff

accommodations. The portion where Lexington Shoppes is currently located will be demolished and a new MOC yard, storage building, storage bins and fuel system would be constructed north of Woodhill. Attachments G, H, I & J include the initial concept drawings and past studies completed for the Project available at the time of release of this RFQ.

The City's Project Budget includes the following project budgets:

Description	Budget
Expansion & Remodel of Maintenance and Operations Center	\$60,800,000
Construction of License and Passport Center, and Dance Studio	\$14,500,000

These budgets are for delivery of the project including all soft costs, fees, and Owner provided FFE.

Core Project Team

- Owner – City of Roseville (hereinafter Owner or City): Public Works and Parks and Recreation Department Representatives, Finance Staff (including License Center) and City Manager.
- Architect – to be determined by an RFP that will be released in late July 2025

The selected CMaR will be responsible for providing all services, pending required City Council approvals. Contracts for the construction of the project will be held and directly managed by the CMaR by direct contracts with its Subcontractors on competitively bid and CMaR awarded Subcontracts, after review and approval by the City for compliance with Minnesota Statutes, Section 471.463. The CMaR may not bid on and may not be awarded selected work scope contracts on the Project.

Project Process and Special Consideration

In addition to the Architect, the Owner will contract separately for services related to security, AV/IT.

Schedule:

(See section D for more information on the RFQ/RFP process and critical dates)

Design Phases	Start	Finish
Schematic Design	October 2026	December 2026
Design Development	December 2026	May 2026
Construction Documents	May 2026	August 2026
Authorization to Bid	August 2026	

Construction Timeline	Start	Finish
Bid Award	Fall 2026	
CMaR Anticipated GMP	September 2026	
Construction	October 2026	October 2029
Construction Substantial Completion	October 2029	
Project Closeout	November 2029	December 2029

C. Scope of Services to be Provided

The services to the Owner may include multi-phased or multiple bid packages and have complicated scheduling and coordination issues and the CMAR method is best suited for this project. The CMAR will assist the Owner and Architect to determine the best process for the project, to include scheduling and bid packaging opportunities.

The selected CMaR will not be allowed to self-perform any work.

Preconstruction

During pre-construction, the CMaR shall actively participate with Owner, the Architect, and other design consultants in completing the construction documents. Additionally, the selected CMaR is expected to help define and prioritize the scope of work within the allocated budgets while working collaboratively with the Architect of the Schematic Design through the completion of the Construction Documents phase. The Preconstruction phase services include, but are not limited to, the following:

Scope

- Evaluate and assess the project program, schedule, and construction budget established by Owner and Architect.
- Engage actively with Owner, Architect and other design professionals in a manner that encourages and supports collaboration, cooperation, open communication, and trust.

- Attend and participate in regular planning and design meetings to advise Owner of compatibility of the project's program, costs, and schedule. Actively participate in the design team meetings as required to facilitate and advance the design process. The CmaR should anticipate approximately fifteen (15) meetings throughout the design process.
- Provide information, suggestions and assessments requested or required by Owner or Architect to facilitate decision making with the project team which are intended to deliver the utmost quality in construction, utilizing sustainable materials and practices, all within the allocated budget and schedule.
- Provide information, suggestions, and assessments requested or required by the subcontractors, and gather input regarding constructability specific to trade expertise and industry conditions.
- Assist to educate Owner in maintenance and operations protocol to be expected for proposed building systems and assemblies. The information and education provided should assist decision making in the decision-making process.
- Identify sustainable strategies and alternatives that are feasible and financially appropriate for the project budget and intent; as part of this, participate in life cycle analysis to assist project team.
- Assist owner with any rebate programs.
- Identify strategies and alternates that are feasible and financially appropriate for achieving tax incentives.
- Collaborate with and make recommendations to Owner and Architect on development of scope of work, division of work, and subcontractor lists as early as feasible to promote maximum participation of subcontractors and suppliers. Actively engage the subcontractor market to heighten interest in the project. Coordinate early outreach efforts with Owner to prospective small business contractors and suppliers in the Roseville area.
- Develop and maintain a risk management plan to identify and manage (qualitatively and quantitatively) the probability and impact of risk throughout the Project, including the use of a risk matrix in a form acceptable to Owner.
- Thoroughly evaluate the design plans and project specifications for completeness, constructability, maintainability, problems and or other errors, etc.; review project drawings and specifications to eliminate areas of conflict, gaps in work and /or overlap in the work to be performed by subcontractors.
- Provide written comments and discuss outcome of such reviews with Owner and Architect at 15% package (Concept Design), 30% package (Schematic Design), 60% package (Design Development) and 100% package (Construction Documents) Phases.

Budget

- Assist in maintaining the overall project budget with Owner for all activities from Design through occupancy.
- Develop and maintain a budget management plan to identify and manage (qualitatively and quantitatively) the probability and cost impacts throughout the project, including use of a tool/matrix in a form acceptable to Owner.
- Advise Owner of ways to achieve efficiencies in project delivery and costs, identify and evaluate alternative materials, systems and methods as may be requested or required by Owner and or Architect to increase cost-effectiveness of the design, reduce the construction schedule and increase the project value to Owner.
- Conduct on-going value-engineering services to identify value-based cost options that will improve quality and value while achieving the Architect's design within project budget.
- Provide long-lead procurement studies and initiate early procurement of long-lead items.
- Prepare, as requested by Owner, detailed cost-estimate reports (anticipate 4 – 15% package (Concept Design), 30% package (Schematic Design), 60% package (Design Development) and 100% package (Construction Documents) Phases for the construction of the project; conduct reviews of such estimates with Owner and Architect to determine reasonableness of the project design and budget.
- Consult with Owner and Architect on circumstances which may indicate construction costs in excess of the available Budget; provide recommendations for alternatives to be considered to either align construction costs with the available construction budget or to reconcile cost estimates with Architect estimates.
- Provide information, suggestions, and assessments requested or required by Owner and/or Architect on allowances, unit price, and alternate opportunities.

Schedule

- Develop, collaborate, and maintain the overall project schedule with Owner for all activities from design through occupancy.
- Provide information regarding the availability of materials and labor, provide information on procurement of materials and equipment which have long lead times, and other factors which impact the time of construction.
- Assist Owner in planning the move-out, deconstruction, construction, owner vendor work, turnover, move-in, owner training, and opening of the project to determine optimal phasing.
- Develop and maintain a detailed critical path method (CPM) schedule that identifies all design activities, permits, and all other activities required to be completed before construction activities.

- Collaborate with Owner and Architect to identify and evaluate opportunities to accelerate the construction schedule through early bid packages; assess related risks and benefits.
- Provide constructability review and planning with Owner that includes site planning, phasing, staging and logistics to ensure appropriate staff and public access, safety, and security.
- File construction documents with the applicable code officials and authorities, while monitoring and seeking expedited approvals during the permitting process.
- Obtain all permits, including sewer access charges (SAC); administer utility locate and relocate services.

Subcontractor Procurement

- Provide an open, competitive, and objective subcontractor pre-qualification process for approval by the Owner, and instructions to align with Architect and Owner's Division 0, Division 1 and technical CSI specifications.
- Recommend pre-qualification criteria and generate list of prequalified subcontractors and materials suppliers, including strategies to promote and maximize small-business participation among sub-contractors and suppliers from the Roseville area.
- Prepare bid packages for advertising and bidding instructions; prepare bid solicitation documentation for all trades, and solicit bids from subcontractors using an open, competitive, and objective bidding process approved by the Owner.
- Respond to all requests for information or questions from prospective subcontractors regarding bid packages.
- Conduct pre-bid conferences, in coordination with Owner.
- After contracts are awarded, provide Owner with a GMP using the standard Exhibit A to *Owner-Modified* AIA Document A133-2019. GMP is to be itemized by CSI division of work to enable Owner and Architect to assess all cost for the work.

Construction and Post-Construction

During the construction phase, the CMaR will assume the responsibilities similar to those of a general contractor as set forth in the *Owner-Modified* AIA Document A133-2019 and A201.

The CMaR must assume the risk of delivering the project through a fixed GMP accepted by Owner. Construction and Post-Construction Phase services include, but are not limited to, the following:

- Upon execution of the GMP amendment to the contract, assume the responsibility and risk of delivering the work in accordance with the contract requirements within the GMP.
- Address all federal, state and city permitting requirements; manage and adhere to and sustainability requirements (if required, such as B3 guidelines and

requirements); coordinate all inspection and testing as required by the project and the authorities with jurisdiction.

- Obtain necessary permits for disposal of construction and demolition waste and dispose of materials in accordance with state laws.
- Establish and maintain a web-based project communication and documentation site with internet-based project-management software for administrative functions that include process for plan reviews, purchase orders, change orders, payment applications, requests for information, and document and schedule management.
- Manage the construction budget and identify changes as 1. owner directed, 2. unforeseen conditions or 3. Architect errors and omissions.
- Manage the detailed CPM schedule and the GMP documentation.
- Provide change order and contingency fund request, Owner expenditure approval and control methods, including use of a cost-control matrix in a form acceptable to Owner; update owner and Architect regularly on status of the construction contingency.
- Manage and coordinate all trade contractors, their subcontractors and others engaged in the performance of the work.
- Coordinate all Owner vendors or contractors engaged in the performance of the work.
- In collaboration with Architect, provide BIM coordination to assist shop drawing accuracy and production prior to submitting for Owner and Architect review.
- Actively participate in the submittal review meetings as required to facilitate and advance the review and approval process.
- Continuously supervise and observe all work in progress to ensure that it proceeds in accordance with the construction contract documents; and provide monthly updated detailed CPM Schedules.
- Coordinate Owner, Architect, Engineer, Contractor construction meetings and prepare meeting minutes for those meetings; all meetings to be held at a location and time convenient to Owner.
- Furnish monthly reports to Owner with cost and schedule status that include the progress of the work which address:
 1. Compliance with the construction schedule.
 2. Site and building logistics plan.
 3. Status of testing and inspection activities performed by the CMaR and subcontractors.
 4. Status of shop drawings and submittals.
 5. Status of change orders.
 6. Work force participation.
 7. Subcontractor expenditures.
 8. Status of Owner's vendor and 3rd party commissioning agents.
 9. Other matters related to the progress of the work.
- Maintain construction field documents and provide updated copies to Architect.

- Coordinate all inspections and testing as required by the project and Owner's 3rd party testing, building systems, and building envelope commissioning agents.
- Determine when each CMAA subcontractor's work is substantially completed and prepare a list of incomplete work and work which does not conform to the requirements of the construction documents.
- Develop and implement procedures for orderly completion of punch list items, checkout of utilities, operational systems and equipment and initial startup.
- Ensure full performance and conformance of all testing, training, and commissioning log(s) resolutions along with B3 closeout requirements (if required)
 - Participate in completing subcontractor items as required by B3.
 - Assist owner in creating documentation related to the B3 construction phase for submission requirements.
- Prepare a punch list for review by Architect prior to substantial completion.
- Prepare and deliver approved shop drawings, warranties, as-built drawings, and maintenance manuals; administer closeout of the project.
- Ensure performance of all warranty obligation, resolution of all claims, and other post construction requirements.
- Assist Owner in the turnover, move-in and building opening.
- Cooperate with Owner's construction cost auditor; furnish all requested cost documentation; assist Owner in submittals and data required for tax incentives.
- Assist Owner in preparing required one-year post-construction submission under Minnesota B3 program.
- Demonstrate and train Owner's maintenance personnel prior to submitting certificate of contract completion.
- Actively support and participate in one year warranty walk with Owner and Architect.

D. RFQ Information, Qualification Evaluation Overview

Questions and Inquiries

All questions regarding the content included in this RFQ must be sent in writing via email to the following **two** individuals from the City of Roseville:

1. Jesse Freihammer, Project Manager.
 - Email: Jesse.Freihammer@cityofroseville.com
2. Sally Ricard, Database Specialist
 - Email: Sally.Ricard@cityofroseville.com

Only written questions sent via email will receive a response. Questions are due via email by **4:00 PM on Thursday, August 14, 2025**. The City of Roseville reserves the right to disregard any questions that come in late.

From the date of release of this RFQ, until a Respondent is selected, and a contract executed, Respondents must not communicate with any of Owner's staff OR RFQ/RFP

Evaluation Team Members regarding this project or Construction Manager at Risk selection process. All communication must be through the designated contact listed in this RFQ. If any Respondent attempts any unauthorized communication, the Owner may, in its sole discretion reject such Respondent's submittal or proposal.

Scheule of Critical Dates

Roseville's procurement schedule for selecting the CMaR is set forth below; however, the City reserves the right to modify this schedule.

A **Pre-Proposal site tour options** will be held on Tuesday, August 5 at 1:00 PM. The tour will start with the existing maintenance facility and then the Lexington Shoppes/Veterans Park. Attendance is not mandatory, so any questions about RFP clarifications will not be answered during the tour and must be sent via email.

Any Consultant questions pertaining to clarifications of RFP content will be itemized with City response information and distributed to ALL potential RFP respondents via Addendum. This City provided Addendum document will be electronically posted to the City website (<https://www.cityofroseville.com/890/Bids-RFPs-RFQs>) by 4:00 PM on Tuesday, **August 19, 2025**.

CMaR Schedule of Critical Dates	Date
RFQ issued	July 22, 2025 (Tuesday)
Pre-Proposal Tour (Optional)	August 5, 2025 (Tuesday)
Written Questions Due	August 14, 2025 (Thursday)
RFQ Response Due	August 25, 2025 (Monday)
RFQ Scoring and RFP issued to short-listed firms	September 5, 2025 (Friday)
RFP Submittal Deadline	September 19, 2025 (Friday)
Respondent Response Scoring and Short-listed Finalists Interviews	October 1, 2025 (Wednesday)
Anticipated CMaR Award Date	October 14, 2025 (Tuesday)

Late Responses

Late Responses may not be considered.

E. Qualifications Response Requirements

Your Qualifications should be a demonstration of your ability to communicate concisely and succinctly. Proposals are to be organized in the same sequence as outlined below and sections should be clearly identifiable. Failure to include requested information may have a negative impact on the evaluation of the Qualifications. The minimum contents are as follows:

1. Cover Letter:

- Legal Name of Firm, address, and phone number
- Name, title, address, telephone number, fax number, and email of contact person during the period of proposal and/or contract evaluation.
- Type of business organization
- Confirmation of receipt of any Addenda to the RFQ, if any
- Confirm ability to start project as noted in the included timeline.
- Signature of a person authorized to bind the offering firm to the terms of the proposal.

2. Surety and Insurance:

- Confirm ability to Meet insurance requirements listed in Attachment D of the RFQ.
- Confirm ability to obtain necessary bonding for this project.
- Explanation of measures taken to protect against subcontractor work default and sub-subcontractor nonpayment claims.

3. Firm, Experience and References:

- Provide at least three examples of previous comparable projects in scale and nature completed in the last ten (10) years, while acting as Construction Manager at Risk. Include project name, size in GSF, total project cost in dollars and project type.
- List any projects completed in the City of Roseville.
- List as a percentage of original contract, amount of all change orders to the listed projects. Include the following change order categories, Value Engineering, Owner Initiated, Unforeseeable Conditions, and construction document related.
- List all claims that were filed on the projects listed above. Provide the following details: nature of dispute, initial claim amount, settlement amount and method of resolution.
- References: Provide references for three of the projects listed above, where you were Construction Manager at Risk.
- Over the past ten (10) years has your firm failed or refused to perform or complete any work it was obligated to complete pursuant to that project's contract documents? If so, please explain the work that was not completed and provide the reason.
- Are there any outstanding liens against any projects that your firm has been involved in? If so, please provide details.

4. Project Team and Team Member Experience:

- Provide an organizational chart showing involvement and correlation of project key members including Preconstruction Project Manager, Construction Project Manager, Site Superintendent, Mechanical Coordinator, Electrical Coordinator, Project Scheduler, Project Estimator, Sustainability (B3) Manager (if required). It is preferred if the Preconstruction Project Manager and Construction Project Manager are the same person.
- Experience/Resume of Team Members
 1. Name
 2. Email Address
 3. Firm Name
 4. Firm Location
 5. Professional Licensure(s), Education, and Professional Affiliations.
 6. Number of years working for current firm and total number of years of professional work experience.
 7. Job title/role for this project
 8. Percent time on this project
 9. Number of projects completed with other team members.
 10. Recent experience on similar projects and responsibilities for those projects.

5. Safety Program and Record:

- List your worker's compensation EMR for the last 3 years.
- Has your firm had any accidents which resulted in construction fatalities on any of your construction sites in the last 5 years? If so, please provide details. If not, this should be noted.
- Has your firm received from OSHA any willful or repeated safety citations for which a final order has been issued within the last 5 years?
- For the past five years please provide details of alleged violations associated with penalties and corrective action taken on your project sites as a result of inspections by OSHA, other applicable health and safety agencies and any environmental agencies.

6. Cost of Services:

- Provide a breakdown of your firm's fees and compensation for the Construction Manager at Risk's Services broken down by aspect of the project; MOC and LPDS. This can include explanations of different phase fees, overhead costs, administration costs, legal or contractual fees, or any other breakdown of the fees and compensation that may need clarification.
- Indicate your level of confidence that the fixed limit for the cost of the work set forth in the RFQ is appropriate and adequate for the scope of work proposed.
- If your assessment is that the budget for the cost of work identified in the RFQ does not accurately reflect the scope of the initial work package (in other words,

that the Fixed Limit should be less than or greater than the Fixed Limit assumed in the RFQ), state the basis for the determination and suggest an appropriate and adequate budget for the scope of work.

- Note that the cost responses to this RFQ will be scored but if you are a short-listed CMaR candidate that receives an RFP, each short-listed candidate will be allowed to submit a final fee and cost proposal that will be scored as part of the final evaluation.
7. Submission of Qualifications I: All items to be received by the City Project Manager on or before the date and time listed in the RFQ.
- Submit one electronic copy (via thumb drive or email). Each copy of the proposal must be signed in ink by an authorized representative of the firm. Submit qualifications no later than **4:00 PM on August 25, 2024**. Late submittals will not be considered.

F. Qualifications Evaluation and CMaR Selection Process

1. Owner will review all responses received by the deadline for completeness, including all required signatures and requested data. Any response deemed incomplete will be rejected.
2. All responses deemed complete will be evaluated on the following factors:

Factor	Points
Respondent firm's experience with comparable projects for both aspects of the project, including its ability to complete the projects on time and within budget as CMaR	25
Project Staff experience, past performance, technical competence, capacity and capability of key personnel to perform as CMaR.	20
Respondent Firm's safety record	15
Cost of project services	40

Total Available 100 points

The evaluation committee will score each complete response by applying the above criteria, without interviews, looking for information relating to experience as CMaR. Owner may request additional or clarifying information from respondents, as necessary. Two (2) to five (5) of the highest-scoring respondents will comprise a short-list of firms that will be solicited through an RFP to submit a proposal for CMaR services. When the qualifications review process is complete Owner will notify all respondents.

Overview of RFP Phase of Final CMaR Selection

An RFP for Construction Manager at Risk Services will be sent to the short-listed Respondents. Owners evaluation committee will score each proposal received from the RFP according to its evaluation criteria. Up to three (3) highest scoring proposers will comprise a short-list of firms that will be invited to interview. The evaluation committee

will finalize RFP response scoring after interviews. The highest-overall scored firm will be invited to enter into contract negotiations with Owner.

G. General Provisions

Specific obligations of the CMaR described in this RFQ and in the RFP will be included in the final negotiated agreement between Owner and the selected Construction Manager at Risk.

Duration of offer

Proposals submitted in response to the RFP will be valid for ninety (90) days following the date of submission on proposals. This period may be extended by written mutual agreement between Owner and the respondent.

Maximum Participation of Qualified Subcontractors

To ensure maximum participation of qualified subcontractors as well as fair and open competition prequalification criteria must not consider the collective bargaining status of the subcontractor. The selected CMaR must follow Section 471.463 subd. 5 which requires the selected CMaR to procure subcontractors for the project work with the City, through prequalification and in an open, competitive, and objective manner. The CMaR will be responsible for bidding out project work and entering into contracts with its subcontractors. The City must approve the procurement process.

Equity in Procurement – Subcontracting Requirements & Workforce Goals

The selected CMaR must comply with Owner's requirements for payment of prevailing wages, bidding of all trade/subcontracted work, these requirements will be described in Article 13 of Owner-modified AIA Document A201-2017 General Conditions of the Contract for Construction.

Completion of RFQ and RFP Responses

An RFQ or RFP Response Package may be rejected if it is conditional; incomplete; contains conflicting, false, or misleading statements; or provides references that contradict or do not support an attribute or condition stated by the Respondent.

Laws and Regulations

Any and all services, articles or equipment offered and furnished shall comply fully with all State and federal laws and regulations, including Minnesota Statutes, Section 471.463.

Government Data Practices

A Qualifications Submittals Package or Proposal submitted to Owner is subject to the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13. Such information is public unless it falls within one of the exceptions in the Act, such as security information or trade secret information pursuant to Minnesota Statutes, Section 13.37.

If a Respondent believes any nonpublic information will be supplied in response to this RFQ, it must take reasonable steps to identify and provide reasonable justification to Owner regarding which data, if any, falls within an applicable exception under the Minnesota Government Data Practices Act. However, the Respondent agrees as a condition of submitting a Qualifications Submittal Package or a proposal that Owner will not be held liable or accountable for any loss or damage which may result from a breach of confidentiality or other disclosure as may be related to the submitted documents. The Respondent agrees, by submitting a Qualifications Submittal Package or proposal, to indemnify Owner from any liability resulting from any and all third-party claims and/or losses which may arise as a result of the disclosure of, or failure to disclose, information.

Disposition of RFQ and RFP Responses

All materials submitted in response to this RFQ and RFP will become property of Owner and will become a public record in accordance with Minnesota Statutes, Section 13.591, after the evaluation process is completed. Owner will not consider the prices submitted by a Respondent to be trade secret materials.

Rights Reserved by Owner

Notwithstanding anything to the contrary, Owner reserves the right to:

- Negotiate any aspect of a proposal with any Respondent and negotiate with more than one Respondent.
- Select for CMAA contract negotiation a proposal that is not the lowest cost.
- Terminate negotiations with the highest scoring CMAA candidate if contract negotiation impasse is reached and negotiate with the next highest-scored Respondent, terminate this process and prepare a new RFQ and RFP, or take such other action as Owner deems appropriate if negotiations fail to result in a successful contract.
- Add subsequent or withdraw or reduce work packages to or from the CMAA's contract when they are defined and funded.

Qualifications and RFP Submittal Content

The contents of responses to this RFQ and RFP of the selected CMAA will become contractual obligations, along with the final contract.

Organizational Conflict of Interest

The Respondent warrants that, to the best of its knowledge and belief, and except as otherwise disclosed, there are no relevant facts or circumstances which could give rise to organizational conflicts of interest. An organizational conflict of interest exists when, because of existing or planned activities or because of relationships with other persons or organizations:

- A Respondent is unable, or potentially unable, to render impartial assistance or advice to Owner;
- The Respondent's objectivity in performing the work is or might be otherwise impaired;
- The Respondent has an unfair competitive advantage.

The Respondent agrees that if an organizational conflict of interest is discovered after award, an immediate and full disclosure in writing shall be made to Owner, which shall include a description of the action the Respondent has taken or proposes to take to avoid or mitigate such conflicts. If an organizational conflict of interest is determined to exist, Owner may, at its discretion, cancel the contract. In the event the Respondent was aware of an actual or perceived organizational conflict of interest prior to the award of the contract and did not disclose the conflict to the Contracts Administrator. The provisions of this clause shall be included in all subcontracts for work to be performed, and the terms "Contract" and "Contracts Administrator" modified appropriately to preserve Owner's rights. Owner may, in its sole discretion, waive any conflict of interest.

Addenda to RFQ

Any Addendum issued will become part of the RFQ. Owner may modify or clarify the RFQ by publishing one or more addenda. Addenda will be numbered consecutively in the order they are issued. Respondents will be responsible for meeting the requirements of all addenda and will be required to acknowledge in their response their review of all addenda.

Acceptance of Qualifications Submittal Content

The contents of this RFQ and the Responses of the successful Respondent will become contractual obligations, along with the final contract. Owner is solely responsible for making the decision in matters of interpretation of all terms and conditions.

H. Attachments

- Attachment A:** RFQ Response Checklist
- Attachment B:** Proposal Declaration and Acknowledgement
- Attachment C:** Main Contact and Addenda Acknowledgement
- Attachment D:** Qualification Forms to be Completed by Respondents
- Attachment D1:** Fee Proposal Matrix Spreadsheet
- Attachment E:** RFQ Evaluation Summary
- Attachment F:** Draft RFP
- Attachment G:** Civic Campus Master Plan Update 2025
- Attachment H:** Civic Campus Pre-Design Study 2022
- Attachment I:** Civic Campus Master Plan 2021
- Attachment J:** Maintenance Facility Needs Analysis (2017)
- Attachment K:** License Center Building Space Needs Study (2017)

Attachment A

RFQ Response Checklist

The Following checklist is intended as a guide for Respondents. Respondent is NOT required to include this checklist with its RFP submittal.

Attachment			Description
☐	B		Proposal Declaration and Acknowledgement
☐	C		Main Contact and Addenda Acknowledgement
☐	D	Pg 1	Surety and Insurance Requirements
☐	D	Pg 3	Firm, Experience and References
☐	D	Pg 8	Project Team and Team Member Experience
			Attached to response:
			☐ Organizational Chart
			☐ Resumes of Team Members
☐	D	Pg 13	Safety Record
☐	D1	6	Cost of Services
			☐ Break down of fees and compensation
			☐ Level of confidence in fixed limit & explanation

Attachment B

Proposal Declaration and Acknowledgement

Required

Respondent must complete and submit this Attachment as the response cover page.

Check to confirm statements are true:	
1. No attempt has been made or will be made by us to induce any other person or firm to not submit Qualifications in response to this RFQ.	☐
2. No personnel currently employed by the City of Roseville participated, directly or indirectly, in any activities related to the preparation of this Submittal.	☐
3. To the best of our knowledge there are no relevant facts or circumstances which could give rise to organizational conflicts of interest.	☐
4. Respondent has reviewed and is familiar with this RFQ and its attachments.	☐
5. Respondent understands and acknowledges all RFQ requirements.	☐
6. Respondent is able to furnish Bonds and Insurance required by this RFQ.	☐
7. Respondent is NOT currently debarred, at a State or Federal level, from doing business with public entities.	☐
8. The Respondent understands they shall not assign any part of its interest in the Contract without prior written consent of the City of Roseville	☐
9. Respondent is able to start project as noted in the included timeline	☐

I certify under penalty of perjury that I am a duly authorized representative of the Respondent listed below, I have carefully examined all RFQ Documents and documents referenced in this RFQ, I understand all instructions, requirements, specifications, terms and conditions, and all statements, information, costs, and schedules submitted in response to the RFQ are current, complete, true and accurate. I am in full compliance with all applicable Federal, State and local laws, rules, regulations and ordinances governing my business practices.

Legal Name of Firm and type of business

Date of Submission

Printed Name of Respondent's
Representative and Title

Signature of Respondent's Representative

E-mail Address of Respondent

Firm's Phone Number

Firm's Mailing Address

Attachment C

Main Contact Person and Addenda Acknowledgement

Respondent to confirm receipt of addenda issued.

Respondent's main contact person during the period of proposal and/or contract evaluation

Name

Title

Email Address

Telephone Number

Fax Number

Mailing Address

Addenda Acknowledgement

Responders are responsible for checking for any addendums to this RFQ.

Respondent acknowledges receipt of the following Addenda, and has incorporated the requirements of such addenda into the Proposal (LIST ALL ADDENDA ISSUED FOR THIS RFQ):

No.	Date
No.	Date
No.	Date
No.	Date
No.	Date
No.	Date

Attachment D Qualifications Forms

Respondent to complete the following.

1. **SURETY** (PASS / FAIL) *If respondent answers "no" to 1.1, the response will fail and not be considered.*

- 1.1. Is the Respondent able to obtain payment and performance bonding for the project work, Cost of Work estimated to be \$59,000,000, with the ability to obtain bonding for additional work packages, if the size of the project increases by up to 10%?

☐ Yes

☐ No

- 1.2. Does the Respondent intend to require payment and performance bonds from its Subcontractors, or take out Respondent's own low-deductible subcontractor default insurance (SDI) to protect itself from Subcontractor default or payment claims?

____ Yes ____ No (If "No", explain what measures Respondent will require to protect itself against Subcontractor work default and sub-Subcontractor nonpayment claims. Owner reserves the right to not consider Respondent if its explanation is deemed unsatisfactory.)

2. **INSURANCE** (PASS / FAIL) *If respondent answers "no" to this requirement, the response will fail and not be considered.*

- 2.1. Is the Respondent able to obtain the following insurance coverages and minimum limits for this contract?

☐ Yes

☐ No

- 2.2. Is the Respondent able to obtain Workers' Compensation insurance for this contract from a Workers' Compensation insurer insurance listed by A.M. Best with a rating of A- (minus) and a Financial Size Category of VII or better (except if coverage is in the Assigned Risk Plan or the prospective Respondent is a self-insurer) and authorized to do business in the State of MN?

☐ Yes

☐ No

Commercial General Liability		
Per Occurrence		\$5,000,000
Annual Aggregate (per project/per location)		\$5,000,000
Annual Aggregate for Products & Completed Operations		\$5,000,000
Fire Damage		\$50,000
Medical Expense		\$5,000
Contractor's Pollution Liability		
Per Occurrence		\$2,000,000
Aggregate		\$2,000,000
Employers' Liability		
Bodily Injury by Accident		\$100,000
Bodily Injury by Disease Aggregate		\$500,000
Bodily Injury by Disease per Employee		\$100,000
Other Coverage		
Automobile Liability (Combined Single Limit)		\$5,000,000
Umbrella or Excess Liability may be used to supplement Respondent's policy limits to satisfy full policy limits required above		
Workers' Compensation		Statutory
Additional Insured-Primary/Non-Contributory, to the extent permitted by law, for both ongoing and completed operations		Yes
Builder's Risk - "All Risk" (Any deductible is the sole responsibility of the selected Respondent and shall not exceed \$10,000)	Construction Cost	

2.3. Is the Respondent able to obtain the above insurance coverages and minimum limits for this contract in compliance with the following conditions: Insurance Companies must either (1) have an A.M. Best rating of A- (minus) and a Financial Size Category of VII or better, and be authorized to do business in the State of Minnesota or (2) be domiciled in the State of Minnesota and have a Certificate of Authority/Compliance from the Minnesota Department of Commerce if they are not rated by A.M. Best ?

☐ Yes

☐ No

3. **EXPERIENCE WITH COMPARABLE PROJECT (25 POINTS)** *If the Respondent does not have required experience listed for each project, the project will be scored zero for the project in this portion of the evaluation.*

Firm's Experience with Comparable Projects as Construction Manager at Risk; capability to

perform, technical competence and their availability and familiarity with the project locale. Additionally, the Respondent must have completed a minimum of three (3) projects with a construction value of at least 5,000,000 within the last 10 years.

The Respondent must have successfully completed (i.e., achieved substantial completion) comparable projects (scope of work and cost) within the last ten (10) years of the date of issuance of this RFQ. Experience as a Construction Manager at Risk is preferred. If the entity submitting this Proposal is a joint venture, then Joint Venture entity must demonstrate the required previous construction experience as a joint venture. Projects must have been managed and constructed by the business entity identified in this Proposal. Projects completed by present employees of the Respondent for former employers are not acceptable.

- 3.1. Over the past ten (10) years has your firm failed or refused to perform or complete any work it was obligated to complete pursuant to that project's contract documents?

☐ Yes

☐ No

If Yes, please explain what work and why.

- 3.2. Are there any outstanding liens against any projects that your firm has been involved in?

☐ Yes

☐ No

If Yes, please provide details.

- 3.3. Have you completed any projects in the City of Roseville?

☐ Yes

☐ No

If Yes, please list the projects.

- 3.4. Complete and submit the Project Data Sheet(s), which start on the next page, for three (3) projects in order of importance/relevance. Project Data Sheets are limited to one (1) page.

PROJECT 1			Project Owner	
Project Name			Project Owner Contact	
Project Location	City, State		Project Owner Contact Email	
Construction Cost			Project Architect Firm Name	
Construction Commencement Date			Project Architect Contact	
Construction Completion Date (substantial completion date)			Project Architect Contact Email	
Project Size (square feet, etc.)			Proposed Team Members from Attachment C 4.0 that worked on this project	
Type of Services Provided (Design, Pre-Construction, Construction, etc.)				
Construction Delivery Method (CMAR, Design-Build, etc.)				
Percent of change orders	Value Engineering: _____%	Owner Initiated: _____%	Unforeseen Conditions: _____%	Construction Document Related: _____%
<u>Briefly</u> describe how this project is similar to the City's Project. Identify any challenges you encountered on the project and <u>briefly</u> describe how these issues were resolved. List any claims that were filed on the project including nature of dispute, initial claim amount, settlement amount and method of resolution.				

PROJECT 2			Project Owner	
Project Name			Project Owner Contact	
Project Location	City, State		Project Owner Contact Email	
Construction Cost			Project Architect Firm Name	
Construction Commencement Date			Project Architect Contact	
Construction Completion Date (substantial completion date)			Project Architect Contact Email	
Project Size (square feet, etc.)			Proposed Team Members from Attachment C 4.0 that worked on this project	
Type of Services Provided (Design, Pre-Construction, Construction, etc.)				
Construction Delivery Method (CMAR, Design-Build, etc.)				
Percent of change orders	Value Engineering: _____%	Owner Initiated: _____%	Unforeseen Conditions: _____%	Construction Document Related: _____%

Briefly describe how this project is similar to the City's Project.
 Identify any challenges you encountered on the project and briefly describe how these issues were resolved.
 List any claims that were filed on the project including nature of dispute, initial claim amount, settlement amount and method of resolution.

PROJECT 3			Project Owner	
Project Name			Project Owner Contact	
Project Location	City, State		Project Owner Contact Email	
Construction Cost			Project Architect Firm Name	
Construction Commencement Date			Project Architect Contact	
Construction Completion Date (substantial completion date)			Project Architect Contact Email	
Project Size (square feet, etc.)			Proposed Team Members from Attachment C 4.0 that worked on this project	
Type of Services Provided (Design, Pre-Construction, Construction, etc.)				
Construction Delivery Method (CMAR, Design-Build, etc.)				

Percent of change orders	Value Engineering: _____%	Owner Initiated: _____%	Unforeseen Conditions: _____%	Construction Document Related: _____%
<u>Briefly</u> describe how this project is similar to the City's Project. Identify any challenges you encountered on the project and <u>briefly</u> describe how these issues were resolved. List any claims that were filed on the project including nature of dispute, initial claim amount, settlement amount and method of resolution.				

4. STAFF EXPERIENCE, PAST PERFORMANCE, AND CAPACITY OF KEY PERSONNEL
(20 POINTS)

Respondent to include a one (1) page résumé for each team member included in this Section.

Preference will be given to respondents with staff who have worked on projects where the respondent was CMaR.

Project Role	Preconstruction Project Manager	Construction Project Manager
Name of Individual		
Email Address		
Individual's Firm Name		
Individual's Firm Location	City, State	City, State
Years working within Firm	#	#
Years working within Industry	#	#
Number of projects completed with other Team Members	1. Construction Project Manager # 2. Site Superintendent # 3. Mechanical Coordinator # 4. Electrical Coordinator # 5. Project Scheduler # 6. Project Estimator # 7. Sustainability (B3) Manager #	1. Preconstruction Project Manager # 2. Site Superintendent # 3. Mechanical Coordinator # 4. Electrical Coordinator # 5. Project Scheduler # 6. Project Estimator # 7. Sustainability (B3) Manager #
Identify the name, cost, and completion date for up to three <u>comparable</u> projects	1a. Project Name 1b. Project Cost 1c. Completion Date 2a. Project Name 2b. Project Cost 2c. Completion Date 3a. Project Name 3b. Project Cost 3c. Completion Date	1a. Project Name 1b. Project Cost 1c. Completion Date 2d. Project Name 2e. Project Cost 2f. Completion Date 3d. Project Name 3e. Project Cost 3f. Completion Date
Briefly describe the Individual's Responsibilities for this Project		

Percent of Time on Project	Pre-Construction: #% Construction: #%	Pre-Construction: #% Construction: #%
----------------------------	--	--

Project Role	Site Superintendent	Mechanical Coordinator
Name of Individual		
Email Address		
Individual's Firm Name		
Individual's Firm Location	City, State	City, State
Years working within Firm	#	#
Years working within Industry	#	#
Number of projects completed with other Team Members	1.Preconstruction Project Manager # 2. Construction Project Manager # 3. Mechanical Coordinator # 4. Electrical Coordinator # 5. Project Scheduler # 6. Project Estimator # 7.Sustainability (B3) Manager #	1.Preconstruction Project Manager # 2. Construction Project Manager # 3. Site Superintendent # 4. Electrical Coordinator # 5. Project Scheduler # 6. Project Estimator # 7. Sustainability (B3) Manager #
Identify the name, cost, and completion date for up to three <u>comparable</u> projects	1a. Project Name 1b. Project Cost 1d. Completion Date 2a. Project Name 2b. Project Cost 2g. Completion Date 3a. Project Name 3b. Project Cost 3g. Completion Date	1e. Project Name 1f. Project Cost 1g. Completion Date 2h. Project Name 2i. Project Cost 2j. Completion Date 3h. Project Name 3i. Project Cost 3j. Completion Date

<u>Briefly</u> describe the Individual's Responsibilities for this Project		
Percent of Time on Project	Pre-Construction: #% Construction: #%	Pre-Construction: #% Construction: #%

Project Role	Electrical Coordinator	Project Scheduler
Name of Individual		
Email Address		
Individual's Firm Name		
Individual's Firm Location	City, State	City, State
Years working within Firm	#	#
Years working within Industry	#	#
Number of projects completed with other Team Members	1. Project Manager # 2. Construction Project Manager # 3. Site Superintendent # 4. Mechanical Coordinator # 5. Project Scheduler # 6. Project Estimator # 7. Sustainability (B3) Manager #	1. Project Manager # 2. Construction Project Manager # 3. Site Superintendent # 4. Mechanical Coordinator # 5. Electrical Coordinator # 6. Project Estimator # 7. Sustainability (B3) Manager #
Identify the name, cost, and completion date for up to three <u>comparable</u> projects	1h. Project Name 1i. Project Cost 1j. Completion Date 2k. Project Name 2l. Project Cost 2m. Completion Date	1c. Project Name 1d. Project Cost 1e. Completion Date 2c. Project Name 2d. Project Cost 2e. Completion Date

	3k. Project Name 3l. Project Cost 3m. Completion Date	3c. Project Name 3d. Project Cost 3e. Completion Date
Briefly describe the Individual's Responsibilities for this Project		
Percent of Time on Project	Pre-Construction: #% Construction: #%	Pre-Construction: #% Construction: #%

Project Role	Project Estimator	Sustainability (B3) Manager
Name of Individual		
Email Address		
Individual's Firm Name		
Individual's Firm Location	City, State	City, State
Years working within Firm	#	#
Years working within Industry	#	#
Number of projects completed with other Team Members	1. Project Manager # 2. Construction Project Manager # 3. Site Superintendent # 4. Mechanical Coordinator # 5. Electrical Coordinator # 6. Project Scheduler # 7. Sustainability (B3) Manager #	1. Project Manager # 2. Construction Project Manager # 3. Site Superintendent # 4. Mechanical Coordinator # 5. Electrical Coordinator # 6. Project Scheduler # 7. Project Estimator #
Identify the name, cost, and completion date for up to three <u>comparable</u> projects	1k. Project Name 1l. Project Cost 1m. Completion Date	1f. Project Name 1g. Project Cost 1h. Completion Date

	2n. Project Name 2o. Project Cost 2p. Completion Date 3n. Project Name 3o. Project Cost 3p. Completion Date	2f. Project Name 2g. Project Cost 2h. Completion Date 3f. Project Name 3g. Project Cost 3h. Completion Date
Briefly describe the Individual's Responsibilities for this Project		
Percent of Time on Project	Pre-Construction: #% Construction: #%	Pre-Construction: #% Construction: #%

5. **SAFETY PROGRAM AND RECORD (15 POINTS)**

Qualifications requirements C 5.1 and C 5.2 are **PASS/FAIL**.

The Respondent must not have had willful or repeated safety citations within the last 5 years. The Respondent must answer both C 5.1 and C 5.2. Answering both questions is a pass/fail requirement. Failure to meet the requirements stated here, or failure to answer the questions, may be deemed to be non-responsive at the sole discretion of the City. If a Responder is deemed to be non-responsive their response will be rejected.

- 5.1. Has the Respondent received from OSHA any willful or repeated safety citations for which a final order has been issued within the last 5 years? **(PASS/FAIL)**

☐ Yes ☐ No

****If yes, please attach document of willful or repeated citations.**

- 5.2. Has the Respondent had any accidents which resulted in construction fatalities on any of your construction sites within the last 5 years? **(PASS/FAIL)**

☐ Yes ☐ No

If Yes, please provide details.

--

- 5.3. **Experience Modification Rate (EMR):** List your workers' compensation EMR for the years indicated. Please attach document.

Policy Year 2023: _____ Policy Year 2022: _____ Policy Year 2021: _____

5.4. **OSHA Violations:**

Has the Respondent received one or more OSHA violations in the past 5 years?

☐ Yes ☐ No

****If yes, document all OSHA violations for your organization. (Add rows as necessary):**

Inspection Date	Inspection #	State of Occurrence	Number of Violations

Attach a copy of the violation(s) and describe in writing the actions you have taken to correct the deficiency.

6. Cost of Services (40 POINTS)

Complete Fee Proposal Matrix Below based on fees for services as Construction Manager at Risk, include average hourly rate for key personnel as an attachment.

6.1 Fee Proposal Matrix (lease complete spreadsheet attached as Exhibit D1)

Based on 36 months of construction, list an amount for staff related General Conditions, which shall include:

- Personal Costs: Salaries for home office staff and on-site management including benefits, bonuses, vacation, personal time off, cell phone and mileage.
- Temporary Facilities: Office trailer including copiers, furniture, computers, phones, radios, office supplies, and other similar site-related costs. Exclude the following the general requirements costs that will be reimbursed at actual cost without profit or markup: utilities, dumpsters, temporary toilets, safety equipment, hoisting, snow removal, periodic and final clean.

6.2 Indicate your level of confidence that the fixed limit for the cost of the work set forth in the RFQ is appropriate and adequate for the scope of work proposed.

_____ %

Provide an explanation for your level of confidence.

--

Attachment D1
Fee Proposal Matrix

Attachment E

RFQ Evaluation Summary

Overview

The City will review each Qualifications Submittal received in response to this RFQ for completeness, signatures, and all required information before considering the Submittal for further review. The City will then evaluate the Qualifications Submittals against the evaluation criteria for the degree to which each proposal meets the criteria.

Criteria

CRITERIA	MAXIMUM POINTS	SUBMIT INFORMATION ON PAGE/ATTACHMENT
RFQ Response completed and submitted on time	Pass/Fail	NA
Proposal Declaration and Acknowledgement	Required	Attachment B
Main Contact Person and Addenda Acknowledgement	Required	Attachment C
Surety	Pass/Fail	Attachment D, page D1
Insurability	Pass/Fail	Attachment D, page D1
Firm's Experience with Comparable Projects as CMaR; capability to perform as CMaR, technical competence as CMaR, their availability and familiarity with the project locale.	25	Attachment D, page D3
Staff Experience, past performance, and capacity of key personnel	20	Attachment D, page D8
Safety Program & Record (5.1 - .2)	Pass/Fail	Attachment D, page D13
Safety Program & Record (5.3 - .4)	15	Attachment D, page D13
Fee Proposal Matrix Spreadsheet (Cost of Construction Manager at Risk Services)	40	Attachment D1
Total	100	

Evaluation

Each Respondent's Qualifications Submittal will be judged and scored based upon the indicated available points, by the Selection Committee. The respondents with the highest qualification scores will be placed on a "short-list" of finalists who will then be eligible to submit proposals for Construction Manager at Risk Services. The qualifications evaluation may include City requests for additional information from respondents, as necessary. When the qualification review process is complete, the City will send notification of the "short-list" of finalists to all respondents. Each Qualifications Submittal must include information with respect to each of the evaluation criteria, as further described in the Attachments. The City reserves the right to reject a Qualifications Submittal that does not include all of the completed attachments or receives a fail in any of the pass/fail criteria.

Short-list

The "short-listed" firms will then be formally sent an RFP for Construction Manager at Risk Services. The firms that respond to the RFP in accordance with its established criteria may be called to interview. The City Selection Committee will evaluate the proposals against the criteria outlined in the RFP. After the evaluation and the interviews, the Committee will recommend to the City Council that the City enter into contract negotiations with the Construction Manager at Risk achieving the highest score. The selected Construction Manager at Risk will be required to enter into a contract that contains the terms and conditions outlined in the attachments released with the RFP.

Interviews

After review of all RFQ Qualifications Submittals, the City may require interviews on strictly a case-by-case basis for specific respondents in order to help determine the short list of consultants who will be offered the opportunity to respond to the RFP. Firms should be prepared to discuss and substantiate any of the areas of the RFQ they have submitted, their own qualifications for the services required, and any other area of interest relative to their Qualifications Proposal.

Once the RFQ responses are scored and ranked and the short-listed firms are selected, the short-listed firms will be sent a Request for Proposal (RFP) for Construction Manager at Risk services. All firms that respond to the RFP will submit their responses to the City and may be called to interview.

Attachment F

Draft Request For Proposals

[TO BE ATTACHED]

Attachment G

Civil Campus Master Plan Update

[TO BE ATTACHED]

Attachment H
Civil Campus Master Plan Pre-Design Study 2022

[TO BE ATTACHED]

Attachment I
Civil Campus Master Plan 2021

[TO BE ATTACHED]

Attachment J
Maintenance Facility Needs Analysis 2017

[TO BE ATTACHED]

Attachment K
License Center Building Space Needs Study 2017

[TO BE ATTACHED]

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 7/21/2025

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	\$625,474.26
113009 – 113140	\$1,433,622.75
Total	\$2,059,097.01

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

Policy Objectives

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

Equity Impact Summary

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

Budget Implications

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

Staff Recommendations

Staff recommends approval of all payment of claims.

34
35
36
37
38

Requested Council Action

Motion to approve the payment of claims as submitted.

Prepared by: Phil Weix - Assistant Finance Director

Attachments: 1. Checks for Approval

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GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 00-00 GENERAL					
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	3,139.00	4469
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	219.00	4469
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	584.00	4469
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	73.00	4469
100-00-00-210600	Union Dues Deduction	Local Union 49	Remittance Check	1,015.00	113077
100-00-00-210600	Union Dues Deduction	Roseville Firefighters Loc	Remittance Check	2,497.75	4485
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	1,528.67	4464
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	2,997.00	4464
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	150.00	4464
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	5,367.00	4464
100-00-00-211101	Mission SQ Roth	Mission Square	Remittance Check	350.00	4464
100-00-00-211202	HRA Employer	ING ReliaStar	Remittance Check	9,340.00	4479
Total Department 00-00 GENERAL				27,260.42	
Department: 02-00 ADMINISTRATION					
100-02-00-430000	Professional Services	Metro-INET	JUNE IT SERVICES	78,179.00	4454
100-02-00-430060	Wellness Plan	Yer Vue	WELLNESS PROGRAM SNACK STATION AND HY	1,052.72	4486
100-02-00-430060	Wellness Plan	Yer Vue	WELLNESS PROGRAM SNACK STATION AND HY	217.93	4486
100-02-00-430060	Wellness Plan	Yer Vue	WELLNESS PROGRAM SNACK STATION AND HY	59.96	4486
100-02-00-430060	Wellness Plan	Yer Vue	WELLNESS PROGRAM SNACK STATION AND HY	212.98	4486
100-02-00-439000	CONTRACT MAINTENANCE	NFP Insurance Services, In	BSWIFT AND ACA FEE	726.45	113046
Total Department 02-00 ADMINISTRATION				80,449.04	
Department: 04-00 FINANCE					
100-04-00-430000	Professional Services	Metropolitan Courier Corp.	JUNE 2025 SERVICE CHARGE	781.39	113102
Total Department 04-00 FINANCE				781.39	
Department: 08-00 CENTRAL SERVICES					
100-08-00-431100	Postage	Postmaster-Mailing Require	FOR DEPOSIT TO PI 2437	30.00	113071
Total Department 08-00 CENTRAL SERVICES				30.00	
Department: 10-00 POLICE DEPARTMENT					
100-10-00-422000	Clothing	Corporate Mark, Inc.	ADMIN UNIF - JULIE	15.00	113029
100-10-00-422000	Clothing	Galls, LLC	UNIFORM SHIRT CSO LINDAHL	62.99	4475
100-10-00-422000	Clothing	STREICHER'S	SHORT SLEEVE SHIRT SCHEIDER	64.99	4438
100-10-00-423000	Vehicle Supplies & Mainten	Enforcement Lighting	NEW CONTROLLER FOR SGT JOHNSONS TAKE	815.00	113039
100-10-00-424000-PD0002	Operating Supplies	FAMILY VALUES FOR LIFE	HOMELESS OUTREACH BRIDGING HOME GOODS	300.00	113061
100-10-00-424000-PD0002	Operating Supplies	Harbor at Twin Lakes	HOMELESS OUTREACH RENT ASSISTANCE 255	143.00	113054
100-10-00-430000	Professional Services	TACTICAL SOLUTIONS	RADAR CERTIFICATIONS	965.00	113101
100-10-00-431000	Telephone	Verizon	DATA MAY 27 - JUNE 26 - ACC#487223064	40.01	113114
100-10-00-439000	CONTRACT MAINTENANCE	CentralSquare Technologies	PRO RMS COPLOGIC IMPORT INTERFACE	4,241.88	113050
100-10-00-439000	CONTRACT MAINTENANCE	MILLER MENDEL, INC	ESOPH BACKGROUNDS INVESTIGATIONS SERV	3,599.76	113130
100-10-00-441000	Training	CITY OF ST. PAUL	TRAINING PISTOL SKILLS - RIEFFER	300.00	113011
100-10-00-441000	Training	SAVE A LIFE	CSO EMR COURSE - QUAAS	825.00	113138
Total Department 10-00 POLICE DEPARTMENT				11,372.63	
Department: 13-00 FIRE DEPARTMENT					
100-13-00-423000	Vehicle Supplies & Mainten	GRAINGER	FLOOR DRY	454.08	113012
100-13-00-423000	Vehicle Supplies & Mainten	Mckesson Medical-Surgical	EMS SUPPLIES	92.57	113087
100-13-00-424000	Operating Supplies	LAKER PROMOTIONS	TENT AND TABLE COVER	884.68	113060
100-13-00-430000	Professional Services	Masa Consulting, Inc.	JUNE	2,100.00	4481
100-13-00-430000	Professional Services	Performance Plus LLC	MASK FIT	720.00	113096
100-13-00-437000	Contract Maint. - Vehicles	Circle K Stores Inc.	JUNE CAR WASHES	117.00	113052

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 13-00 FIRE DEPARTMENT					
100-13-00-439000	CONTRACT MAINTENANCE	AT&T Mobility	JUNE	809.99	113040
100-13-00-439000	CONTRACT MAINTENANCE	COMCAST FINANCIAL AGENCY C	JUN	313.72	4494
100-13-00-439000	CONTRACT MAINTENANCE	HM CRAGG	GENERATOR MAINTENANCE	615.00	113115
100-13-00-439000	CONTRACT MAINTENANCE	MacQueen Equipment	ARCTIC UPGRADE	325.00	4434
100-13-00-439000	CONTRACT MAINTENANCE	T Mobile	MAY AND JUNE	20.67	113043
100-13-00-439000	CONTRACT MAINTENANCE	TK Elevator Corp.	ELEVATOR MAINTENANCE	483.75	113103
100-13-00-439000	CONTRACT MAINTENANCE	Yale Mechanical	KITCH UNIT NOT COOLING	349.50	4480
100-13-00-441000	Training	TWIN CITIES TRANSPORT & RE	TRAINING VEHICLES	250.00	113016
Total Department 13-00 FIRE DEPARTMENT				7,535.96	
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
100-20-20-420000	Office Supplies	CES Imaging	MONTHLY FEE	40.00	113105
100-20-20-420000	Office Supplies	Premium Waters Inc	MONTHLY FEE	7.47	4467
100-20-20-424000	Operating Supplies	Surveying Precision, Inc.	SURVEYING SUPPLIES	358.13	113070
100-20-20-439000	CONTRACT MAINTENANCE	Braun Built Corporation	FINANCE PAYROLL NEW DOOR	9,100.00	113120
100-20-20-440000	Conferences	Lowry, Jennifer	REIMBURSEMENT - CONFERENCE EXPENSES	1,480.34	4458
Total Department 20-20 PUBLIC WORKS ADMINISTRATION				10,985.94	
Department: 20-21 STREET DEPARTMENT					
100-20-21-424000	Operating Supplies	Napa Genuine Parts, Co	CLEANING SUPPLIES	31.05	113031
100-20-21-424000	Operating Supplies	Precise MRM, LLC	MAY GPS SUBSCRIPTION	736.00	4448
100-20-21-424000	Operating Supplies	Tri State Bobcat, Inc	UV MIRRORS	202.01	113026
100-20-21-439000	CONTRACT MAINTENANCE	PRECISION LANDSCAPE & TREE	TREE AND STUMP REMOVALS - CENTRAL PAR	2,852.00	113091
100-20-21-439000	CONTRACT MAINTENANCE	PRECISION LANDSCAPE & TREE	TREE AND STUMP REMOVAL - 1262 SKILLMA	1,078.00	113091
100-20-21-439000	CONTRACT MAINTENANCE	PRECISION LANDSCAPE & TREE	TREE AND STUMP REMOVAL - 2917 SHELDON	981.75	113091
100-20-21-439000	CONTRACT MAINTENANCE	PRECISION LANDSCAPE & TREE	TREE REMOVAL - 1975 VICTORIA ST N	493.00	113091
Total Department 20-21 STREET DEPARTMENT				6,373.81	
Department: 20-22 STREET LIGHTING					
100-20-22-439000	CONTRACT MAINTENANCE	Forest Lake Contracting, I	COUNTY RD C - REPLACE POLES	6,752.98	4445
Total Department 20-22 STREET LIGHTING				6,752.98	
Department: 20-30 VEHICLE MAINTENANCE					
100-20-30-421000	Motor Fuel	Mansfield Oil Company of G	DIESEL MOTOR FUEL	10,805.53	113108
100-20-30-421000	Motor Fuel	Mansfield Oil Company of G	UNLEADED MOTOR FUEL	8,956.14	113108
100-20-30-422000	Clothing	Cintas Corporation	UNIFORM	46.23	113098
100-20-30-422000	Clothing	Cintas Corporation	UNIFORM	46.23	113098
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	FRONT SHOCKS	105.44	4463
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	VEHICLE BATTERY	97.89	4433
100-20-30-423000	Vehicle Supplies & Mainten	Fastenal Company Inc.	BATTERIES, CABLE TIES, BOLTS, BATTERI	351.49	4473
100-20-30-423000	Vehicle Supplies & Mainten	FLEETPRIDE	LED LAMPS AND PLUGS	130.36	4461
100-20-30-423000	Vehicle Supplies & Mainten	GRAINGER	VIBRATION MOUNT	16.96	113012
100-20-30-423000	Vehicle Supplies & Mainten	Rigid Hitch Incorporated	COMBINATION PINTLE HOOK AND 7-WAY VEH	318.55	4441
100-20-30-423000	Vehicle Supplies & Mainten	Suburban Tire Wholesale, I	TIRES	214.00	113034
100-20-30-423000	Vehicle Supplies & Mainten	Suburban Tire Wholesale, I	VEHICLE TIRES	579.08	113099
100-20-30-423000	Vehicle Supplies & Mainten	Tri State Bobcat, Inc	PULLEY AND BELTS	420.75	113095
100-20-30-430000	Professional Services	McGough Property Managemen	MANAGEMENT FEE	3,848.00	4443
100-20-30-437000	Contract Maint. - Vehicles	Jeff Belzers Roseville Chr	FRONT SUSPENSION REPLACEMENT ON SQUAD	4,882.45	113047
100-20-30-437000	Contract Maint. - Vehicles	Minnesota Hoist Inspection	VEHICLE HOIST INSPECTION	1,619.60	113048
100-20-30-439000	CONTRACT MAINTENANCE	Zahl Petroleum Maintenance	ANNUAL AND 3 YEAR FUEL LINE TESTING	585.50	113015
Total Department 20-30 VEHICLE MAINTENANCE				33,024.20	
Department: 23-00 BUILDING MAINTENANCE					

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 23-00 BUILDING MAINTENANCE					
100-23-00-430000	Professional Services	McGough Property Managemen	05/2025 EXPENSES	1,622.74	4443
100-23-00-439001	CONTRACT MAINTENANCE - CIT	All State Communications,	RELCAION OF DATA OUTLETS AT CITY HAL	460.00	113109
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Cummins Sales and Service	FULL-SERVICE CH GENERATOR 2025	1,472.51	113100
100-23-00-439001	CONTRACT MAINTENANCE - CIT	TK Elevator Corp.	ELEVATOR MAINTENANCE	967.50	113103
100-23-00-439003	Contract Maint.- City Gara	Cummins Sales and Service	FULL-SERVICE PW GENERATOR	602.78	113100
100-23-00-439010	Contract Maniit. - HVAC	Yale Mechanical	PERFORM SPRING MAINTENANCE PW GARAGE	1,327.00	4446
100-23-00-439011	Fiber Maint. & Locates	Zayo Group LLC	CITY FIBER SERVICES -TWO MONTHS	8,716.32	113107
Total Department 23-00 BUILDING MAINTENANCE				15,168.85	
Total Fund 100 General Fund				199,735.22	
Fund: 110 Telecommunications					
Department: 09-00 COMMUNICATIONS					
110-09-00-431100	Postage	Postmaster-Mailing Require	FOR DEPOSIT TO PI 2437	4,635.78	113071
110-09-00-442000	Memberships & Subscription	North Suburban Comm Commis	QUARTERLY FRANCHISE FEE	24,521.00	113086
Total Department 09-00 COMMUNICATIONS				29,156.78	
Total Fund 110 Telecommunications				29,156.78	
Fund: 200 Recreation Fund					
Department: 00-00 GENERAL					
200-00-00-230160	Deposits-Arboretum Bricks	Central Park Foundation	BRICK CREDIT CARD RECONCILE	1,005.00	113030
Total Department 00-00 GENERAL				1,005.00	
Department: 40-40 RECREATION ADMINISTRATION					
200-40-40-432000	Transportation	Carrie Anderson	MILEAGE REIMBURSEMENT 1/2 HALF	173.81	4488
Total Department 40-40 RECREATION ADMINISTRATION				173.81	
Department: 40-41 RECREATION FEE PROGRAMS					
200-40-41-430000-PR0212	Professional Services	Willie McCray	ADULT SOFTBALL LEAGUE UMPIRE PAYMENT	2,052.00	4483
200-40-41-430000-PR0212	Professional Services	Willie McCray	ADULT SOFTBALL LEAGUE UMPIRE PAYMENT	2,720.00	4483
200-40-41-430000-PR0212	Professional Services	Willie McCray	ADULT SOFTBALL LEAGUE UMPIRE PAYMENT	2,720.00	4449
200-40-41-430000-PR0227	Professional Services	Austin Beatty	ADULT SAND VOLLEYBALL LEAGUE REFEREE	236.00	4490
200-40-41-430000-PR0227	Professional Services	Breanna Burmester	ADULT SAND VOLLEYBALL REFEREE PAYMENT	96.00	4484
200-40-41-430000-PR0227	Professional Services	BROOKE WOOD	ADULT SAND VOLLEYBALL LEAGUE REFEREE	56.00	113128
200-40-41-430000-PR0227	Professional Services	DEVANIE ANDRE	ADULT SAND VOLLEYBALL LEAGUE REFEREE	120.00	4495
200-40-41-430000-PR0227	Professional Services	ERIN DUFFY	ADULT SAND VOLLEYBALL LEAGUE REFEREE	112.00	113131
200-40-41-430000-PR0227	Professional Services	JAMES JOHNSON III	ADULT SAND VOLLEYBALL LEAGUE REFEREE	84.00	4496
200-40-41-430000-PR0227	Professional Services	Kathie Urbaniak	ADULT SAND VOLLEYBALL LEAGUE REFEREE	84.00	4476
200-40-41-430000-PR0227	Professional Services	LILLY BOWMAN	ADULT SAND VOLLEYBALL LEAGUE REFEREE	56.00	113127
200-40-41-430000-PR0227	Professional Services	SOPHIE R JACQUES	ADULT SAND VOLLEYBALL LEAGUE REFEREE	308.00	113129
200-40-41-430000-PR0227	Professional Services	THOMAS IMHOF	ADULT SAND VOLLEYBALL LEAGUE REFEREE	56.00	4491
200-40-41-430000-PR0234	Professional Services	Revolutionary Sports, LLC	FLAG FOOTBALL CAMP PAYMENT	623.70	113041
200-40-41-430000-PR0234	Professional Services	Revolutionary Sports, LLC	ARCHERY CAMP PAYMENT	3,116.40	113113
200-40-41-430000-PR0248	Professional Services	Ingina, LLC	BEGINNER CODER: POKÉMON QUEST! CONTRA	1,064.00	113111
200-40-41-430000-PR0260	Professional Services	Brian Bailey	RAIDER TRACK AND FIELD CAMP PAYMENT	986.00	113042
200-40-41-430000-PR0260	Professional Services	COOK, JAMIN	RAIDER BOYS BASKETBALL & LITTLE HOOPE	5,046.00	113125
200-40-41-430000-PR0260	Professional Services	HENDERSON, JAMES	RAIDER GIRLS BASKETBALL CAMP PAYMENT	3,692.00	113055
200-40-41-430000-PR0260	Professional Services	Michael Grant	RAIDER TRACK AND FIELD CAMP PAYMENT	986.00	113033
200-40-41-430000-PR0270	Professional Services	Elizabeth Fletcher	JUNE-JULY PAYMENT	464.10	4487
200-40-41-430000-PR0270	Professional Services	Lois Cunningham	MAY-JUNE YOGA PAYMENT	218.40	4451
Total Department 40-41 RECREATION FEE PROGRAMS				24,896.60	
Department: 40-42 RECREATION NON FEE PROGRAMS					

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 200 Recreation Fund					
Department: 40-42 RECREATION NON FEE PROGRAMS					
200-40-42-424000-PR0121	Operating Supplies	Fun Jumps Entertainment, I	SUPERHERO DEPOSIT STRIKERS	230.78	113082
200-40-42-424000-PR0298	Operating Supplies	Ancom Technical Center	ROSEVILLE PARK & REC 2025 RADIO RENTA	150.00	113020
200-40-42-430000-PR0102	Professional Services	Bob Nielsen	BAND MANAGER PAYMENTS (REMAINING 5)	225.00	113081
200-40-42-430000-PR0102	Professional Services	Bob Nielsen	EQUIPMENT MANAGER PAY-BIG BAND	45.00	113081
200-40-42-430000-PR0115	Professional Services	DUANE M. SMITH	LIVE AT THE ROG PERFORMANCE	1,100.00	113123
200-40-42-430000-PR0122	Professional Services	J & M Displays, Inc.	ROSEFEST FIREWORKS	20,000.00	113119
200-40-42-430000-PR0299	Professional Services	728 Cadets Marching Band	MARCHING BAND AWARD	900.00	113092
200-40-42-430000-PR0299	Professional Services	Alexandria HS Marching Ban	MARCHING BAND AWARD	300.00	113104
200-40-42-430000-PR0299	Professional Services	Bemidji HS Marching Band	MARCHING BAND AWARD	300.00	113112
200-40-42-430000-PR0299	Professional Services	Buffalo High School Marchi	MARCHING BAND AWARD	500.00	113083
200-40-42-430000-PR0299	Professional Services	DASSEL-COKATO MARCHING BAN	MARCHING BAND AWARD	300.00	113134
200-40-42-430000-PR0299	Professional Services	KMS MARCHING SAINTS	MARCHING BAND AWARD	800.00	113132
200-40-42-430000-PR0299	Professional Services	Lake City H.S. Marching Ba	MARCHING BAND AWARD	500.00	113084
200-40-42-430000-PR0299	Professional Services	Litchfield HS Marching Ban	MARCHING BAND AWARD	800.00	113085
200-40-42-430000-PR0299	Professional Services	SARTELL HIGH SCHOOL MARCHI	MARCHING BAND AWARD	500.00	113133
200-40-42-438000-PR0122	Rental	On Site Companies-OSSTC	PARTY IN THE PARK PORTABLES	592.00	113078
200-40-42-438000-PR0299	Rental	On Site Companies-OSSTC	PARADE PORTABLES	592.00	113013
Total Department 40-42 RECREATION NON FEE PROGRAMS				27,834.78	
Department: 40-50 NATURE CENTER					
200-40-50-436000-PR0119	Utilities	Xcel Energy	51-5185470-3	710.85	4471
Total Department 40-50 NATURE CENTER				710.85	
Department: 40-53 SKATING CENTER					
200-40-53-422000	Clothing	FOXTROT MARKETING GROUP	FX APPAREL ITEM EMBROIDERY RUN CHARGE	7.00	4457
200-40-53-430000-PR5505	Professional Services	Edward Nage1	INLINE SKATE INSTRUCTOR	180.00	4452
200-40-53-430000-PR5505	Professional Services	Elena Stave	INLINE SKATE CAMP INSTRUCTOR	180.00	4455
200-40-53-430000-PR5505	Professional Services	Elise Stave	INLINE SKATE CAMP INSTRUCTOR	180.00	4453
200-40-53-430000-PR5505	Professional Services	Katy Herman	INLINE SKATE INSTRUCTOR	135.00	113038
200-40-53-436000	Utilities	Xcel Energy	51-5185473-6	13,745.26	4470
200-40-53-439000	CONTRACT MAINTENANCE	TK Elevator Corp.	ELEVATOR MAINTENANCE	483.75	113103
Total Department 40-53 SKATING CENTER				14,911.01	
Total Fund 200 Recreation Fund				69,532.05	
Fund: 201 Recreation Donations					
Department: 40-40 RECREATION ADMINISTRATION					
201-40-40-430000	Professional Services	UNTAMED VISUALS	PUPPET WAGON GRAPHICS	2,408.00	113058
Total Department 40-40 RECREATION ADMINISTRATION				2,408.00	
Total Fund 201 Recreation Donations				2,408.00	
Fund: 204 PARK MAINTENANCE					
Department: 40-43 RECREATION MAINTENANCE					
204-40-43-422000	Clothing	Cintas Corporation	CLASSIC COVERALL / NAVY	2.80	113098
204-40-43-422000	Clothing	Cintas Corporation	CLASSIC COVERALL / NAVY	2.80	113098
204-40-43-422000	Clothing	Cintas Corporation	CLASSIC COVERALL / NAVY	2.80	113098
204-40-43-422000	Clothing	Cintas Corporation	CLASSIC COVERALL / NAVY	2.80	113098
204-40-43-422000	Clothing	Cintas Corporation	CLASSIC COVERALL / NAVY	2.80	113098
204-40-43-422000	Clothing	Cintas Corporation	CLASSIC COVERALL / NAVY	2.80	113098
204-40-43-422000	Clothing	Cintas Corporation	CLASSIC COVERALL / NAVY	2.80	113098
204-40-43-423000	Vehicle Supplies & Mainten	MTI Distributing, Inc.	BLADE - 20 IN (X22)	977.50	4435
204-40-43-423000	Vehicle Supplies & Mainten	MTI Distributing, Inc.	DAMPER, END-ROD	460.07	4435
204-40-43-424000	Operating Supplies	Bryan Rock Products, Inc.	RBDA 25.55 TON	1,105.04	113076

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 204 PARK MAINTENANCE					
Department: 40-43 RECREATION MAINTENANCE					
204-40-43-424000	Operating Supplies	Fikes, Inc.	VARIOUS PAPER PRODUCTS	999.08	4447
204-40-43-424000	Operating Supplies	GRAINGER	REAR SQUEEGEE BLADE	88.32	113012
204-40-43-424000	Operating Supplies	Hardwood Creek Lumber, Inc	1X2X48" HUBS 25/BUNDLE X 10	238.00	113079
204-40-43-424000	Operating Supplies	Oakdale Rental Center	CONCRETE 2500 PSI, 1 YD	349.00	113019
204-40-43-424000	Operating Supplies	Safety Kleen Systems, Inc.	20G PARTS WASHER SERVICE - SOLVENT; F	279.30	4468
204-40-43-424000	Operating Supplies	SHERWIN-WILLIAMS COMPANY	GRIZZLE FRAY AND ROCK CANDY PAINT AND	338.50	113025
204-40-43-424000	Operating Supplies	Uline	BLACK STEEL DOME LID - 55 GALLON	2,341.72	4478
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	FIELDS APP - LEXINGTON PARK	201.00	113056
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	FIELDS APPS - OWASSO BALLFIELDS	818.00	113056
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	FIELDS APPS - ROSEBROOK PARK	558.00	113056
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	PARKS AND RECS FIELDS APP - VETERANS	263.00	113056
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	PARKS AND RECS FIELDS APP - ARBORETUM	695.00	113056
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	PARKS AND RECS FIELDS APP	650.00	113056
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	FIELDS APP - ACORN PARK	337.00	113056
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	FIELDS APP - B-DALE FIELD VILLA PARK	633.00	113056
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	FIELDS APP - LANGTON LAKE PARK	434.00	113056
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	FIELDS APP - EVERGREEN PARK	1,397.00	113056
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	FIELDS APP - CONCORDIA PARK	468.00	113056
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	FIELDS APP - CENTRAL PARK DALE ATHLET	1,024.00	113056
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	FIELDS APP - CENTRAL PARK VICTORIA BA	2,765.00	113056
204-40-43-430000	Professional Services	MINNESOTA LAWN CARE INC	FIELDS APP - CENTRAL PARK LEXINGTON	458.00	113056
204-40-43-430000	Professional Services	MINT ROOFING	SERVICE CALL FOR ROOF LEAK IN MEN'S B	1,013.38	113124
204-40-43-430000	Professional Services	SKB Environmental, Inc.	DEMOLITION	73.73	113010
204-40-43-430000	Professional Services	SKB Environmental, Inc.	APPLIANCES	50.01	113072
204-40-43-430000-PR0400	Professional Services	PRECISION LANDSCAPE & TREE	TREE AND STUMP REMOVALS - CENTRAL PAR	1,047.75	113091
204-40-43-430000-PR0400	Professional Services	PRECISION LANDSCAPE & TREE	STORM RESPONSE - 587 SHRYER AVE W	688.00	113091
204-40-43-430000-PR0400	Professional Services	PRECISION LANDSCAPE & TREE	STORM RESPONSE - SE CORNER PIONEER PA	1,882.50	113091
204-40-43-430000-PR0400	Professional Services	PRECISION LANDSCAPE & TREE	TREE AND STUMP REMOVAL - LADYSLIPPER	1,344.50	113023
204-40-43-430000-PR0400	Professional Services	PRECISION LANDSCAPE & TREE	TREE AND STUMP REMOVAL - LANGTON LAKE	305.50	113023
204-40-43-431000	Telephone	Verizon	DATA MAY 27 - JUNE 26 - ACC#487223064	356.74	113114
204-40-43-431000-PR0627	Telephone	Verizon	DATA MAY 27 - JUNE 26 - ACC#487223064	35.01	113114
204-40-43-439000	CONTRACT MAINTENANCE	ELECTRO WATCHMAN	BURGLARY & HOLDUP ALARM SYSTEM LEASE	720.00	4431
204-40-43-439000	CONTRACT MAINTENANCE	ELECTRO WATCHMAN	SECURITY ALARM MAINTENANCE W EXTRA PA	521.95	4431
204-40-43-439000	CONTRACT MAINTENANCE	ELECTRO WATCHMAN	FIRE ALARM MONITORING W RADIO BACKUP	718.58	4431
204-40-43-439000	CONTRACT MAINTENANCE	ELECTRO WATCHMAN	SECURITY ALARM MONITORING W CELLULAR	456.62	4431
Total Department 40-43 RECREATION MAINTENANCE				27,111.40	
Total Fund 204 PARK MAINTENANCE				27,111.40	
Fund: 221 Municipal Jazz Band					
Department: 40-45 BIG BAND ACTIVITIES					
221-40-45-430000	Professional Services	FREDERICK MELVIN BALLEW IV	JUNE DIRECTOR PAY BIG BAND	250.00	4493
221-40-45-430000	Professional Services	FREDERICK MELVIN BALLEW IV	APRIL/MAY BIG BAND PAYMENT	500.00	4456
Total Department 40-45 BIG BAND ACTIVITIES				750.00	
Total Fund 221 Municipal Jazz Band				750.00	
Fund: 260 Community Development					
Department: 00-00 GENERAL					
260-00-00-230000	Deposits	FIELDSTONE FAMILY HOMES	CONSTRUCTION DEPOSIT REFUND 932 ORCHA	1,000.00	113140
Total Department 00-00 GENERAL				1,000.00	
Department: 56-17 BUILDING PERMITS & INSPECTIONS					

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 260 Community Development					
Department: 56-17 BUILDING PERMITS & INSPECTIONS					
260-56-17-430007	Electrical Inspections	Stephen Tokle Inspections,	JUNE 2025 TOKLE PAYMENTS	8,286.88	113121
260-56-17-431000	Telephone	Verizon	DATA MAY 27 - JUNE 26 - ACC#487223064	52.16	113114
		Total Department	56-17 BUILDING PERMITS & INSPECTIONS	8,339.04	
		Total Fund	260 Community Development	9,339.04	
Fund: 265 License Center					
Department: 05-00 DEPUTY REGISTER					
265-05-00-431000	Telephone	CenturyLink	SERVICE 6/10/25 - 7/9/25, ACCT 333531	53.76	113018
265-05-00-436000	Utilities	Xcel Energy	51-5185478-1	826.06	4472
265-05-00-443500	Minor Equipment	SOS OFFICE FURNITURE	DL TESTING AREA	2,289.00	113106
265-05-00-448000	Miscellaneous	Shred-N-Go, Inc.	LICENSE CENTER SHREDDING THRU JUNE	144.93	113116
		Total Department	05-00 DEPUTY REGISTER	3,313.75	
		Total Fund	265 License Center	3,313.75	
Fund: 271 Special "10" Fund					
Department: 67-00 CHARITABLE GAMBLING					
271-67-00-430000	Professional Services	Roseville Community Founda	LAWFUL GAMBLING PROCEEDS Q2 - 2025	29,582.70	4442
		Total Department	67-00 CHARITABLE GAMBLING	29,582.70	
		Total Fund	271 Special "10" Fund	29,582.70	
Fund: 290 Police Forfeiture Fund					
Department: 10-00 POLICE DEPARTMENT					
290-10-00-423000	Vehicle Supplies & Mainten	EMERGENCY AUTOMOTIVE TECH	INSTALLATION OF SEAT PARTITION IN SQU	920.00	4432
		Total Department	10-00 POLICE DEPARTMENT	920.00	
		Total Fund	290 Police Forfeiture Fund	920.00	
Fund: 402 Parks & Recreation Vehicle Rev					
Department: 40-40 RECREATION ADMINISTRATION					
402-40-40-452000	Vehicles / Equipment	STRIPE, INC	STRIPE PAYMENT READERS	4,024.60	113137
		Total Department	40-40 RECREATION ADMINISTRATION	4,024.60	
		Total Fund	402 Parks & Recreation Vehicle Rev	4,024.60	
Fund: 403 Public Works Vehicle Revolving					
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
403-20-20-443500	Minor Equipment	SOS OFFICE FURNITURE	SIT STAND L DESK	1,818.15	113036
		Total Department	20-20 PUBLIC WORKS ADMINISTRATION	1,818.15	
		Total Fund	403 Public Works Vehicle Revolving	1,818.15	
Fund: 408 Pathway Maintenance Fund					
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
408-20-20-439000	CONTRACT MAINTENANCE	Forest Lake Contracting, I	MILLED SIGNAL LOOPS ON HAMLINE	8,900.00	4444
408-20-20-439000	CONTRACT MAINTENANCE	Q3 Contracting, Inc.	CONCRETE SIDEWALK REPAIR	1,158.00	113097
408-20-20-439000	CONTRACT MAINTENANCE	Q3 Contracting, Inc.	CONCRETE SIDEWALK REPAIR	741.10	113097
		Total Department	20-20 PUBLIC WORKS ADMINISTRATION	10,799.10	
		Total Fund	408 Pathway Maintenance Fund	10,799.10	
Fund: 410 GENERAL FACILITIES REPLACEMENT FUND					
Department: 09-00 COMMUNICATIONS					
410-09-00-451000	Furniture & Fixtures	LAYER X TECHNOLOGY SYSTEMS	CITY COUNCIL AUDIO PROJECT	268.00	113126

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 410 GENERAL FACILITIES REPLACEMENT FUND					
Department: 09-00 COMMUNICATIONS					
			Total Department 09-00 COMMUNICATIONS	268.00	
			Total Fund 410 GENERAL FACILITIES REPLACEMENT FUND	268.00	
Fund: 411 Recreation Improvements					
Department: 40-40 RECREATION ADMINISTRATION					
411-40-40-453000	Other Improvements	Advanced Coating Systems, WROUGHT IRON FENCE 130'		14,820.00	113035
411-40-40-453000	Other Improvements	Advanced Coating Systems, 26' SECTIONS OF WROUGHT IRON RAILINGS		3,920.00	113035
		Total Department 40-40 RECREATION ADMINISTRATION		18,740.00	
Department: 40-43 RECREATION MAINTENANCE					
411-40-43-430000	Professional Services	Stantec Consulting Service 2025 CPL GRANT APPLICATION ASSISTANCE		7,500.00	4482
		Total Department 40-43 RECREATION MAINTENANCE		7,500.00	
		Total Fund 411 Recreation Improvements		26,240.00	
Fund: 413 MAINTENANCE FACILITY					
Department: 20-00 PUBLIC WORKS GENERAL					
413-20-00-430000	Professional Services	Boarman Kroos Vogel Group, CCMP UPDATE DESIGN		944.85	113045
		Total Department 20-00 PUBLIC WORKS GENERAL		944.85	
		Total Fund 413 MAINTENANCE FACILITY		944.85	
Fund: 414 PASSPORT / LICENSE CENTER					
Department: 05-00 DEPUTY REGISTER					
414-05-00-430000	Professional Services	Boarman Kroos Vogel Group, CCMP UPDATE DESIGN		2,834.55	113045
		Total Department 05-00 DEPUTY REGISTER		2,834.55	
		Total Fund 414 PASSPORT / LICENSE CENTER		2,834.55	
Fund: 417 STREETSCAPE					
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
417-20-20-439000	CONTRACT MAINTENANCE	Joy Albrecht	CITY HALL IRRIGATION REPAIR	577.63	113074
417-20-20-439000	CONTRACT MAINTENANCE	SANDSTROM LAND MANAGEMENT, STREET SCAPE MAINTENANCE THRU JUNE		8,322.00	4450
		Total Department 20-20 PUBLIC WORKS ADMINISTRATION		8,899.63	
		Total Fund 417 STREETSCAPE		8,899.63	
Fund: 590 Special Assmt. Construction					
Department: 20-23 STREET CONSTRUCTION					
590-20-23-430000-PW2404	Cty Rd B Recon & 2024 PMP	AMERICAN ENGINEERING TESTI	2024 PMP TESTING	564.25	4429
590-20-23-453000-PW2504	Other Improvements	North Valley, Inc.	2025 PMP	490,508.91	113088
		Total Department 20-23 STREET CONSTRUCTION		491,073.16	
		Total Fund 590 Special Assmt. Construction		491,073.16	
Fund: 600 Sanitary Sewer					
Department: 00-00 GENERAL					
600-00-00-202000	Accounts Payable	ALLEN SABEAN	UB refund for account: 020562-000	6.69	113064
600-00-00-202000	Accounts Payable	BRIAN WEBER	UB refund for account: 001937-000	53.64	113065
600-00-00-202000	Accounts Payable	BRIAN WEBER	UB refund for account: 001937-000	74.91	113065
600-00-00-202000	Accounts Payable	DAN & KARI D THEISEN	UB refund for account: 001843-000	3.17	113067
600-00-00-202000	Accounts Payable	DAN & KARI D THEISEN	UB refund for account: 001843-000	15.21	113067
600-00-00-202000	Accounts Payable	ED HOLLENKAMP	UB refund for account: 009761-000	35.39	113069
600-00-00-202000	Accounts Payable	ED HOLLENKAMP	UB refund for account: 009761-000	33.95	113069
600-00-00-202000	Accounts Payable	MARGARET RICHTER	UB refund for account: 004733-000	6.34	113063

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 600 Sanitary Sewer					
Department: 00-00 GENERAL					
600-00-00-202000	Accounts Payable	RYAN RICHARDS	UB refund for account: 026448-000	1.65	113068
Total Department 00-00 GENERAL				230.95	
Department: 50-00 SANITARY SEWER					
600-50-00-424000	Operating Supplies	GARY CARLSON EQUIPMENT CO.	LOCATES - GREEN PAINT	142.56	113032
600-50-00-424200-PW2507	PRIVATE SANITY SEWER REPAI	TRINA MAKI	I&I GRANT REBATE - EQUITY	4,784.00	113062
600-50-00-434000	Printing	The MPX Group	SEWER BACKUP POLICY APPLICATION	92.90	4489
600-50-00-439000	CONTRACT MAINTENANCE	PRECISION LANDSCAPE & TREE	TREE REMOVAL ST ALBANS ST N SEWER REP	8,450.00	113091
600-50-00-445000	Metro Waste Control Board	Metropolitan Council	WASTE WATER SERVICES	307,853.32	4465
600-50-00-448600	Credit Card Fees	INVOICE CLOUD	JUNE INVOICE AND CC PROCESSING FEES	4,708.17	4492
600-50-00-453000-PW2302	Other Improvements	Advanced Engineering & Env	DALE/OWASSO LS PLC AND OIT PROGRAMING	5,480.56	113037
600-50-00-453000-PW2302	Other Improvements	Bolton & Menk, Inc.	DALE/OWASSO LFT STATION	2,954.00	113024
600-50-00-453000-PW2504	Other Improvements	North Valley, Inc.	2025 PMP	2,058.34	113088
Total Department 50-00 SANITARY SEWER				336,523.85	
Total Fund 600 Sanitary Sewer				336,754.80	
Fund: 610 Water Fund					
Department: 00-00 GENERAL					
610-00-00-202000	Accounts Payable	ALLEN SABEAN	UB refund for account: 020562-000	10.00	113064
610-00-00-202000	Accounts Payable	BRIAN WEBER	UB refund for account: 001937-000	4.15	113065
610-00-00-202000	Accounts Payable	BRIAN WEBER	UB refund for account: 001937-000	76.08	113065
610-00-00-202000	Accounts Payable	DAN & KARI D THEISEN	UB refund for account: 001843-000	0.84	113067
610-00-00-202000	Accounts Payable	ED HOLLENKAMP	UB refund for account: 009761-000	1.88	113069
610-00-00-202000	Accounts Payable	ED HOLLENKAMP	UB refund for account: 009761-000	34.48	113069
610-00-00-202000	Accounts Payable	MARGARET RICHTER	UB refund for account: 004733-000	9.48	113063
610-00-00-202000	Accounts Payable	RYAN RICHARDS	UB refund for account: 026448-000	2.47	113068
610-00-00-202000	Accounts Payable	WALTER & PATRICIA KROSKA	UB refund for account: 005751-000	43.75	113066
610-00-00-208100	State Surcharge-Water	MN Dept of Health-Drinking	STATE ASSESSMENT	25,315.74	113073
610-00-00-209000	Sales Tax Payable	Frattalone Companies	HYDRANT METER RETURNED	(0.48)	113094
610-00-00-230200	Hydrant Meter Deposits	Frattalone Companies	HYDRANT METER RETURNED	6,000.00	113094
Total Department 00-00 GENERAL				31,498.39	
Department: 51-00 WATER FUND					
610-51-00-371000	WATER - ROSEVILLE - CONSUM	Frattalone Companies	HYDRANT METER RETURNED	(5.82)	113094
610-51-00-382900	Miscellaneous Revenue	Frattalone Companies	HYDRANT METER RETURNED	(400.00)	113094
610-51-00-424000	Operating Supplies	Fra-Dor Inc.	ASPHALT DISPOSAL AND BLACK DIRT	421.00	113080
610-51-00-424000	Operating Supplies	Fra-Dor Inc.	RAP DISPOSAL AND BLACK DIRT	268.00	113017
610-51-00-424000	Operating Supplies	Ramy Turf Products, LLC	GRASS SEED	140.63	4459
610-51-00-431000	Telephone	T Mobile	ACCOUNT #967323231, MOBILE # 651-417-	35.96	113044
610-51-00-439000	CONTRACT MAINTENANCE	Adam's Pest Control Inc	PEST CONTROL BOOSTER STATION	139.00	4440
610-51-00-439000	CONTRACT MAINTENANCE	Q3 Contracting, Inc.	CONCRETE APRON REPAIR	702.50	113097
610-51-00-439000	CONTRACT MAINTENANCE	TONY BELDEN CO LLC	KASCO MUNICIPAL MIXER REPLACEMENT	975.00	113057
610-51-00-443600	Software Operating Charges	Comcast	706 SHRYER ETHERNET	516.65	113089
610-51-00-444000	St.Paul Water	St. Paul Regional Water Se	WATER BILL	629,837.96	113093
610-51-00-453000-PW2504	Other Improvements	North Valley, Inc.	2025 PMP	2,007.75	113088
610-51-00-453006-PW2601	Water Meters	Short Elliott Hendrickson,	WATER PIT AND METER REPLACEMENTS	1,463.26	4437
Total Department 51-00 WATER FUND				636,101.89	
Total Fund 610 Water Fund				667,600.28	
Fund: 620 Golf Course					
Department: 52-51 CEDARHOLM GOLF COURSE					
620-52-51-423000	Vehicle Supplies & Mainten	MTI Distributing, Inc.	SCREW-HHF	22.75	4435

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 620 Golf Course					
Department: 52-51 CEDARHOLM GOLF COURSE					
620-52-51-423000	Vehicle Supplies & Mainten	MTI Distributing, Inc.	SCREW-HH	50.80	4435
620-52-51-423000	Vehicle Supplies & Mainten	MTI Distributing, Inc.	BEARING	200.17	4435
620-52-51-423000	Vehicle Supplies & Mainten	MTI Distributing, Inc.	TINE-QUAD AND TINE-SOLID	234.10	4435
620-52-51-423000	Vehicle Supplies & Mainten	MTI Distributing, Inc.	BUSHING-FLANGE, SCREW-HHF, NUT-LOCK	29.86	4466
620-52-51-425000	Merchandise for Sale	Capitol Beverage Sales, LP	ALCOHOL FOR RESALE	486.15	4460
620-52-51-425000	Merchandise for Sale	Capitol Beverage Sales, LP	ALCOHOL FOR RESALE	373.35	4460
620-52-51-425000	Merchandise for Sale	Capitol Beverage Sales, LP	BEVERAGES FOR RESALE	329.90	4430
620-52-51-425000	Merchandise for Sale	Capitol Beverage Sales, LP	BEVERAGES FOR RESALE	765.95	4430
620-52-51-425000	Merchandise for Sale	Small Lot MN	WINE FOR RESALE	291.00	113122
620-52-51-425000	Merchandise for Sale	Small Lot MN	WINE FOR RESALE	157.00	113122
620-52-51-430000	Professional Services	PURE TAP INC	CLEAN DRAUGHT LINES	75.00	113059
620-52-51-430000	Professional Services	South-Town Refrigeration	ICE MACHINE SERVICE CALL / WATER VALV	889.74	113110
620-52-51-430000	Professional Services	South-Town Refrigeration	3-DOOR REFRIGERATION UNIT	939.00	113110
620-52-51-438000	Rental	DLL Finance LLC	INSTALLMENT	1,875.00	113051
620-52-51-439000	CONTRACT MAINTENANCE	CHARLES CABINETS LLC	4-HOUR SITE VISIT, TV CABINET AREA	520.00	113136
620-52-51-439000	CONTRACT MAINTENANCE	Comcast	COMCAST BUSINESS SERVICE AT CEDARHOLM	356.70	113090
Total Department 52-51 CEDARHOLM GOLF COURSE				7,596.47	
Total Fund 620 Golf Course				7,596.47	
Fund: 640 Storm Drainage					
Department: 00-00 GENERAL					
640-00-00-202000	Accounts Payable	BRIAN WEBER	UB refund for account: 001937-000	44.64	113065
640-00-00-202000	Accounts Payable	DAN & KARI D THEISEN	UB refund for account: 001843-000	9.08	113067
640-00-00-202000	Accounts Payable	ED HOLLENKAMP	UB refund for account: 009761-000	20.26	113069
Total Department 00-00 GENERAL				73.98	
Department: 54-00 STORM WATER					
640-54-00-382900	Miscellaneous Revenue	SHIRLEY WEISS	COMPOST DELIVERY REFUND	50.00	113139
640-54-00-424000	Operating Supplies	Fastsigns	LEAF SITE SIGNAGE	115.60	113009
640-54-00-424000	Operating Supplies	White Cap, LP	BAGGED MORTAR	387.30	113053
640-54-00-424000	Operating Supplies	WM Corporate Services, Inc	SPRING SWEEPINGS DISPOSAL	1,447.18	113027
640-54-00-439000	CONTRACT MAINTENANCE	Braun Intertec Corporation	STREET SWEEPING TESTING	1,879.00	113075
640-54-00-439000	CONTRACT MAINTENANCE	BRIAN'S IRRIGAION AND SNOW	CONCORDIA POND IRRIGATION REPAIRS	850.00	113135
640-54-00-439000	CONTRACT MAINTENANCE	Plaisted Companies, Inc	TRUCKING TO HAUL SPRING SWEEPINGS	1,080.00	113014
640-54-00-453000-PW2504	Other Improvements	North Valley, Inc.	2025 PMP	9,552.34	113088
640-54-00-490000-PW2509	Payments to Contractors	MNL	TWIN LAKES TRAIL MAINT.	375.00	113118
Total Department 54-00 STORM WATER				15,736.42	
Total Fund 640 Storm Drainage				15,810.40	
Fund: 650 ENVIRONMENTAL					
Department: 00-00 GENERAL					
650-00-00-202000	Accounts Payable	BRIAN WEBER	UB refund for account: 001937-000	25.44	113065
650-00-00-202000	Accounts Payable	DAN & KARI D THEISEN	UB refund for account: 001843-000	5.17	113067
650-00-00-202000	Accounts Payable	ED HOLLENKAMP	UB refund for account: 009761-000	11.53	113069
Total Department 00-00 GENERAL				42.14	
Department: 65-00 SOLID WASTE RECYCLE					
650-65-00-425000-PW0093	MERCH FOR SALE (NATIVE PLA	MNL	2025 NATIVE PLANT SALE	10,361.00	113049
650-65-00-430000	Professional Services	Eureka Recycling	RECYCLING SERVICE THRU JUNE	79,048.05	4474
Total Department 65-00 SOLID WASTE RECYCLE				89,409.05	
Total Fund 650 ENVIRONMENTAL				89,451.19	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 700 Workers Compensation					
Department: 60-00 WORKERS COMPENSATION					
700-60-00-430000	Professional Services	SFM RISK SOLUTIONS	JUNE 25 ADMIN SERVICES	493.00	4477
700-60-00-430000	Professional Services	SFM RISK SOLUTIONS	MAY 25 ADMIN SERVICES	411.00	4439
700-60-00-430011	Police Patrol Claims	SFM RISK SOLUTIONS	MAY 25 ADMIN SERVICES	247.00	4439
700-60-00-430015	Fire Department Claims	SFM RISK SOLUTIONS	JUNE 25 ADMIN SERVICES	1,503.00	4477
700-60-00-430043	Parks & Recreation Claims	SFM RISK SOLUTIONS	MAY 25 ADMIN SERVICES	494.00	4439
700-60-00-435000	Insurance	MN DEPT OF LABOR-FINANCIAL	2025 1ST HALF SCF ASSESSMENT	7,550.91	113117
700-60-00-435000	Insurance	WCRA	PY2025 - INSTALLMENT 3 PREMIUM	5,376.76	4436
Total Department 60-00 WORKERS COMPENSATION				16,075.67	
Total Fund 700 workers Compensation				16,075.67	
Fund: 710 Risk Management					
Department: 00-00 GENERAL					
710-00-00-210503	DENTAL	Delta Dental Plan of Minne	DENTAL CLAIMS JUNE 25	5,172.74	4462
710-00-00-210503	DENTAL	Delta Dental Plan of Minne	DENTAL ADMIN FEE JUNE 25	1,008.68	4462
Total Department 00-00 GENERAL				6,181.42	
Department: 61-00 RISK MANAGEMENT					
710-61-00-430000	Professional Services	Stericycle, Inc.	STERI-SAFE BUDGET SUBSCRIPTION	325.40	113021
710-61-00-430000	Professional Services	Stericycle, Inc.	STERI-SAFE BUDGET SUBSCRIPTION	325.40	113021
710-61-00-435000	Insurance	LEAGUE OF MN CITIES INS TR	Property/Casualty Coverage Premium, A	225.00	113022
Total Department 61-00 RISK MANAGEMENT				875.80	
Total Fund 710 Risk Management				7,057.22	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY GL DISTRIBUTION ---					
		100-00-00-210600	Union Dues Deduction	7,527.75	
		100-00-00-211100	ICMA Def Comp	10,042.67	
		100-00-00-211101	Mission SQ Roth	350.00	
		100-00-00-211202	HRA Employer	9,340.00	
		100-02-00-430000	Professional Services	78,179.00	
		100-02-00-430060	Wellness Plan	1,543.59	
		100-02-00-439000	CONTRACT MAINTENANCE	726.45	
		100-04-00-430000	Professional Services	781.39	
		100-08-00-431100	Postage	30.00	
		100-10-00-422000	Clothing	142.98	
		100-10-00-423000	Vehicle Supplies & Maintenance	815.00	
		100-10-00-424000-PD0002	Operating Supplies	443.00	
		100-10-00-430000	Professional Services	965.00	
		100-10-00-431000	Telephone	40.01	
		100-10-00-439000	CONTRACT MAINTENANCE	7,841.64	
		100-10-00-441000	Training	1,125.00	
		100-13-00-423000	Vehicle Supplies & Maintenance	546.65	
		100-13-00-424000	Operating Supplies	884.68	
		100-13-00-430000	Professional Services	2,820.00	
		100-13-00-437000	Contract Maint. - Vehicles	117.00	
		100-13-00-439000	CONTRACT MAINTENANCE	2,917.63	
		100-13-00-441000	Training	250.00	
		100-20-20-420000	Office Supplies	47.47	
		100-20-20-424000	Operating Supplies	358.13	
		100-20-20-439000	CONTRACT MAINTENANCE	9,100.00	
		100-20-20-440000	Conferences	1,480.34	
		100-20-21-424000	Operating Supplies	969.06	
		100-20-21-439000	CONTRACT MAINTENANCE	5,404.75	
		100-20-22-439000	CONTRACT MAINTENANCE	6,752.98	
		100-20-30-421000	Motor Fuel	19,761.67	
		100-20-30-422000	Clothing	92.46	
		100-20-30-423000	Vehicle Supplies & Maintenance	2,234.52	
		100-20-30-430000	Professional Services	3,848.00	
		100-20-30-437000	Contract Maint. - Vehicles	6,502.05	
		100-20-30-439000	CONTRACT MAINTENANCE	585.50	
		100-23-00-430000	Professional Services	1,622.74	
		100-23-00-439001	CONTRACT MAINTENANCE - CITY HALL	2,900.01	
		100-23-00-439003	Contract Maint.- City Garage	602.78	
		100-23-00-439010	Contract Maint. - HVAC	1,327.00	
		100-23-00-439011	Fiber Maint. & Locates	8,716.32	
		110-09-00-431100	Postage	4,635.78	
		110-09-00-442000	Memberships & Subscriptions	24,521.00	
		200-00-00-230160	Deposits-Arboretum Bricks	1,005.00	
		200-40-40-432000	Transportation	173.81	
		200-40-41-430000-PR0212	Professional Services	7,492.00	
		200-40-41-430000-PR0227	Professional Services	1,208.00	
		200-40-41-430000-PR0234	Professional Services	3,740.10	
		200-40-41-430000-PR0248	Professional Services	1,064.00	
		200-40-41-430000-PR0260	Professional Services	10,710.00	
		200-40-41-430000-PR0270	Professional Services	682.50	
		200-40-42-424000-PR0121	Operating Supplies	230.78	
		200-40-42-424000-PR0298	Operating Supplies	150.00	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		200-40-42-430000-PR0102	Professional Services	270.00	
		200-40-42-430000-PR0115	Professional Services	1,100.00	
		200-40-42-430000-PR0122	Professional Services	20,000.00	
		200-40-42-430000-PR0299	Professional Services	4,900.00	
		200-40-42-438000-PR0122	Rental	592.00	
		200-40-42-438000-PR0299	Rental	592.00	
		200-40-50-436000-PR0119	Utilities	710.85	
		200-40-53-422000	Clothing	7.00	
		200-40-53-430000-PR5505	Professional Services	675.00	
		200-40-53-436000	Utilities	13,745.26	
		200-40-53-439000	CONTRACT MAINTENANCE	483.75	
		201-40-40-430000	Professional Services	2,408.00	
		204-40-43-422000	Clothing	19.60	
		204-40-43-423000	Vehicle Supplies & Maintenance	1,437.57	
		204-40-43-424000	Operating Supplies	5,738.96	
		204-40-43-430000	Professional Services	11,838.12	
		204-40-43-430000-PR0400	Professional Services	5,268.25	
		204-40-43-431000	Telephone	356.74	
		204-40-43-431000-PR0627	Telephone	35.01	
		204-40-43-439000	CONTRACT MAINTENANCE	2,417.15	
		221-40-45-430000	Professional Services	750.00	
		260-00-00-230000	Deposits	1,000.00	
		260-56-17-430007	Electrical Inspections	8,286.88	
		260-56-17-431000	Telephone	52.16	
		265-05-00-431000	Telephone	53.76	
		265-05-00-436000	Utilities	826.06	
		265-05-00-443500	Minor Equipment	2,289.00	
		265-05-00-448000	Miscellaneous	144.93	
		271-67-00-430000	Professional Services	29,582.70	
		290-10-00-423000	Vehicle Supplies & Maintenance	920.00	
		402-40-40-452000	Vehicles / Equipment	4,024.60	
		403-20-20-443500	Minor Equipment	1,818.15	
		408-20-20-439000	CONTRACT MAINTENANCE	10,799.10	
		410-09-00-451000	Furniture & Fixtures	268.00	
		411-40-40-453000	Other Improvements	18,740.00	
		411-40-43-430000	Professional Services	7,500.00	
		413-20-00-430000	Professional Services	944.85	
		414-05-00-430000	Professional Services	2,834.55	
		417-20-20-439000	CONTRACT MAINTENANCE	8,899.63	
		590-20-23-430000-PW2404	Cty Rd B Recon & 2024 PMP	564.25	
		590-20-23-453000-PW2504	Other Improvements	490,508.91	
		600-00-00-202000	Accounts Payable	230.95	
		600-50-00-424000	Operating Supplies	142.56	
		600-50-00-424200-PW2507	PRIVATE SANITY SEWER REPAIRS	4,784.00	
		600-50-00-434000	Printing	92.90	
		600-50-00-439000	CONTRACT MAINTENANCE	8,450.00	
		600-50-00-445000	Metro Waste Control Board	307,853.32	
		600-50-00-448600	Credit Card Fees	4,708.17	
		600-50-00-453000-PW2302	Other Improvements	8,434.56	
		600-50-00-453000-PW2504	Other Improvements	2,058.34	
		610-00-00-202000	Accounts Payable	183.13	
		610-00-00-208100	State Surcharge-Water	25,315.74	
		610-00-00-209000	Sales Tax Payable	(0.48)	
		610-00-00-230200	Hydrant Meter Deposits	6,000.00	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		610-51-00-371000	WATER - ROSEVILLE - CONSUMPTION	(5.82)	
		610-51-00-382900	Miscellaneous Revenue	(400.00)	
		610-51-00-424000	Operating Supplies	829.63	
		610-51-00-431000	Telephone	35.96	
		610-51-00-439000	CONTRACT MAINTENANCE	1,816.50	
		610-51-00-443600	Software Operating Charges	516.65	
		610-51-00-444000	St.Paul Water	629,837.96	
		610-51-00-453000-PW2504	Other Improvements	2,007.75	
		610-51-00-453006-PW2601	Water Meters	1,463.26	
		620-52-51-423000	Vehicle Supplies & Maintenance	537.68	
		620-52-51-425000	Merchandise for Sale	2,403.35	
		620-52-51-430000	Professional Services	1,903.74	
		620-52-51-438000	Rental	1,875.00	
		620-52-51-439000	CONTRACT MAINTENANCE	876.70	
		640-00-00-202000	Accounts Payable	73.98	
		640-54-00-382900	Miscellaneous Revenue	50.00	
		640-54-00-424000	Operating Supplies	1,950.08	
		640-54-00-439000	CONTRACT MAINTENANCE	3,809.00	
		640-54-00-453000-PW2504	Other Improvements	9,552.34	
		640-54-00-490000-PW2509	Payments to Contractors	375.00	
		650-00-00-202000	Accounts Payable	42.14	
		650-65-00-425000-PW0093	MERCH FOR SALE (NATIVE PLANT SALE)	10,361.00	
		650-65-00-430000	Professional Services	79,048.05	
		700-60-00-430000	Professional Services	904.00	
		700-60-00-430011	Police Patrol Claims	247.00	
		700-60-00-430015	Fire Department Claims	1,503.00	
		700-60-00-430043	Parks & Recreation Claims	494.00	
		700-60-00-435000	Insurance	12,927.67	
		710-00-00-210503	DENTAL	6,181.42	
		710-61-00-430000	Professional Services	650.80	
		710-61-00-435000	Insurance	225.00	
--- TOTALS BY FUND ---					
		100	General Fund	199,735.22	
		110	Telecommunications	29,156.78	
		200	Recreation Fund	69,532.05	
		201	Recreation Donations	2,408.00	
		204	PARK MAINTENANCE	27,111.40	
		221	Municipal Jazz Band	750.00	
		260	Community Development	9,339.04	
		265	License Center	3,313.75	
		271	Special "10" Fund	29,582.70	
		290	Police Forfeiture Fund	920.00	
		402	Parks & Recreation Vehicle Rev	4,024.60	
		403	Public Works Vehicle Revolving	1,818.15	
		408	Pathway Maintenance Fund	10,799.10	
		410	GENERAL FACILITIES REPLACEMENT FUND	268.00	
		411	Recreation Improvements	26,240.00	
		413	MAINTENANCE FACILITY	944.85	
		414	PASSPORT / LICENSE CENTER	2,834.55	
		417	STREETSCAPE	8,899.63	
		590	Special Assmt. Construction	491,073.16	
		600	Sanitary Sewer	336,754.80	
		610	Water Fund	667,600.28	
		620	Golf Course	7,596.47	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		640	Storm Drainage	15,810.40	
		650	ENVIRONMENTAL	89,451.19	
		700	Workers Compensation	16,075.67	
		710	Risk Management	7,057.22	
		Total For All Funds:		2,059,097.01	

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 7/21/2025

Item No.: 10.b.

Department Approval



City Manager Approval



Item Description: Authorize Grant Agreement With the Metropolitan Council for the Community Tree Planting Grant Program

Background

Over the past decade, the City of Roseville has proactively and aggressively sought to address Emerald Ash Borer, a pest that will eventually kill all untreated ash trees within the community. Most recently and substantially, the City is in the final stages of the Accelerated Emerald Ash Borer program, a program which sought to remove or treat all of Roseville's inventoried public ash trees, and replace them with a species-diverse, climate-resilient trees - a total of roughly 900 removals, treatment of 200 heritage trees, and 1,100 new tree plantings. The Accelerated EAB Program is currently more than 85% complete and likely to be 99% completed by the end of 2025.

With the bulk of Roseville's inventoried public ash tree addressed through the Accelerated EAB Program, staff have now turned their attention to non-inventoried public ash trees; specifically ash trees that are in non-manicured or "wild" spaces in parks, but near enough to public use spaces that they could cause a safety issue or cause damage to a structure. For example, a forty-foot ash tree that is located 20 feet away from a path (but in the woods), could cause a hazard if it falls onto the adjacent pathway. Staff have identified an estimated 320 such ash trees.

The enclosed grant agreement provides \$251,796 to support the removal of between 199 and 208 of these potentially hazardous ash trees, and the planting of between 200 and 251 climate-resilient trees in high-vulnerability or extreme heat areas, aligning with Roseville's long-term EAB response and urban forestry equity goals by 2027.

Staff intend to seek proposals from vendors and utilize a third-party vendor to execute the removals and plantings, but will be responsible for program administration and grant reporting.

Policy Objectives

Approval of this agreement supports several adopted strategic priorities:

- Parks and Natural Environment, Goal 2: Roseville's natural environment is actively protected and restored.

- Reliable and Sustainable Infrastructure, Goal 1: Develop and implement a funding strategy that prioritizes key capital improvements that are planned, regularly assessed and evolve based on city values and changing community needs.

Equity Impact Summary

The program outlined in this grant agreement prioritizes social equity. Specifically, 146 trees are slated to be planted in census tracts with high community vulnerability index levels, a metric that combines various indicators to assess a community's susceptibility to harm from hazards or stressors. This approach ensures that resources are directed to the areas of greatest need and can have the greatest impact.

Budget Implications

The enclosed agreement provides grant funding of \$251,796 for the removal of between 199 and 208 hazard ash trees near public use areas, with replanting of between 200 and 251 climate-resilient trees.

Staff Recommendations

Authorize the Mayor and City Manager to sign the Community Tree Planting Grant Program Agreement with the Metropolitan Council (Attachment 1).

Requested Council Action

Authorize Mayor and City Manager to sign the Community Tree Planting Grant Program Agreement with the Metropolitan Council (attachment 1).

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

Attachments: 1. Grant Agreement with Metropolitan Council for Community Tree Planting Program (Draft - Final Will Be Sent Electronically)

COMMUNITY TREE PLANTING GRANT PROGRAM

GRANTEE: City of Roseville		GRANT NO. SG-25CT-09
GRANT PROJECT: City of Roseville EAB Mitigation See Grant Project Summary attached hereto as Attachment A, Attachment B, and Attachment C		
TOTAL GRANT AMOUNT: \$ 251,796 STATE FISCAL YEAR 2025: \$ 251,796	STATE FISCAL YEAR: 2025	
APPROPRIATION: Minnesota Laws 2024, Regular Session, Chapter 116, Article 1, Section 5		
EFFECTIVE DATE: June 25, 2025		
GRANT PROJECT ACTIVITY PERIOD: May 1, 2025 to June 30, 2027		
COUNCIL AUTHORIZED REPRESENTATIVE: Erin Brueggemann, Grants Administrator (erin.brueggemann@metc.state.mn.us)		
COUNCIL ACTION: June 25, 2025	BUSINESS ITEM: 2025-150	
EXPIRATION DATE: June 30, 2027		

GRANT AGREEMENT

THIS GRANT AGREEMENT (“Agreement”) is made and entered into on the Effective Date by and between the Metropolitan Council (“Council”) and the city, township, county, or Regional Park Implementing Agency identified above as the “Grantee.”

RECITALS

1. The Minnesota Legislature, by [Minnesota Laws 2024, Regular Session, Chapter 116, Article 1, Section 5](#) appropriated funds for State Fiscal Year 2025 from the State General Fund (“Appropriation”) to the Council for community tree planting grants.
2. Minn. Stat. § 473.355 authorizes the Council to make grants to eligible cities, counties, townships, and implementing agencies wholly or partly within the metropolitan area for the purpose of removing and planting shade trees on public land to provide environmental benefits; replacing trees lost to forest pests, disease, or storms; and establishing a more diverse community forest better able to withstand disease and forest pests..
3. The Grantee sought funding from the Council for its Grant Project from the appropriation. The Grant Project Summary is attached hereto as **Attachment A, Attachment B and Attachment C**.

COMMUNITY TREE PLANTING GRANT PROGRAM

4. The Council authorized the granting of a portion of the Appropriation to the Grantee for the completion of the Grant Project pursuant to the Business Item referenced on Page 1.
5. The Grantee represents that it is duly qualified and agrees to perform all services described in this Agreement to the satisfaction of the Council during the Grant Project Activity Period.

NOW THEREFORE, in reliance on the above statements and in consideration of the mutual promises and covenants contained in this Agreement, the Grantee and the Council agree as follows:

1. Definition of Terms.

The terms defined in this section have the meanings given them in this section unless otherwise provided or indicated by the context.

Council Action. “Council Action” means the action or decision of the governing body of the Metropolitan Council, on the meeting date identified at Page 1 of this Agreement, by which the Grantee was awarded State General Funds.

Effective Date. “Effective Date” means the date this Agreement is fully executed by both parties. Pursuant to Minn. Stat. §16B98, Subd. 7, no payments can be made to the Grantee until this Agreement is fully executed.

Eligible Costs. “Eligible Costs” means and is limited to the Use of Funds described in Attachment A.

Grant Project Activity Period. “Grant Project Activity Period” is identified on Page 1 of this Agreement.

Grant Project Summary. “Grant Project Summary” and “Grant Project Activities” refer to the summary of Council-approved activities, deliverables, locations, and budget as identified and described in **Attachment A, Attachment B and Attachment C.**

Reimbursement. “Reimbursement” means the Grantee will expend its own funds and provide to the Council acceptable documentation that the expenditure has been made before seeking payment under this agreement for the expenditure.

Site Monitoring. “Site Monitoring” means the Council’s review of the Grant Project and records pursuant to Minn. Stat. § 16B.98.

Small Disadvantaged Businesses. “Small Disadvantaged Businesses” means small Minnesota-based businesses that are certified as Disadvantaged Business Enterprises (DBEs), Targeted Group Businesses (TGBs), and/or Veteran-Owned Businesses.

2. Survival of Terms.

The following clauses survive the expiration or cancellation of this grant contract agreement: 11. Liability; 12. Audits; 13. Government Data Practices; 15. Governing Law, Jurisdiction, and Venue; 18.2 Publicity; and 18.3 Endorsement.

3. Grantee’s Duties or Grant Project.

The Grantee will perform the Grant Project listed on Page 1 during the Grant Project Activity Period identified on Page 1.

COMMUNITY TREE PLANTING GRANT PROGRAM

4. Time.

The Grantee must comply with all the time requirements described in this Agreement. In the performance of this Agreement, time is of the essence.

5. Eligible Costs.

5.1 Eligible Costs. Eligible costs are those costs directly incurred by the Grantee for Grant Project activities and budget outlined in **Attachment A** taking place during the Grant Project Activity Period that are *solely related* to and necessary for the completion of the Grant Project. This Agreement must be implemented according to Minn. Stat. § 16B.98 and must account for all expenditures.

5.2 Ineligible Costs. The Grantee shall not be reimbursed for in-eligible costs. Any cost not defined as an eligible cost or not included in the Grant Project or approved in writing by the Council is a non-eligible cost. Grant funds may not be used for costs of Project activities that occurred prior to the start of the grant project activity period.

6. Grant Amount, Payment, and Use.

6.1 Grant Amount. The Council will reimburse the Grantee for eligible costs during the Grant Project Activity Period up to the Grant Amount identified on Page 1. This amount is granted for the purpose of performing the Grant Project. In no event will the Council's obligation under this agreement exceed the total grant amount. The Council shall bear no responsibility for any cost overruns that may be incurred by the Grantee in the performance of the Grant Project. Notwithstanding anything to the contrary in this agreement, the payment of State General Fund grant proceeds shall be made by the Council within the time frames specified in this agreement only if the Council has adequate State General Funds on hand at the time that payment is due.

6.2 Reimbursement Requests and Documentation. The Council will disburse grant funds in response to payment requests submitted by the Grantee through the Council's online grant management system and reviewed and approved by the Council's Authorized Representative. Payment requests shall be made using payment request forms, the form and content of which will be determined by the Council. Payment requests and other reporting forms will be provided to the Grantee by the Council. The Council will disburse grant funds on a reimbursement or a "cost incurred" basis. Payment requests must include the specific Grant Project activities conducted or completed during the authorized time-period. Payment requests must include documentation supporting expenses including consultant/contractor invoices showing the time-period covered by the invoice; proof or verification of payment of the invoice, and other supporting documents as the Council deems appropriate. The Council will make the final determination whether the expenditures are eligible for reimbursement under this Agreement, and verify the total amount requested from the Council. The Council shall disburse grant funds for all grant-eligible expenditures within thirty-five (35) days of the receipt of satisfactory documentation from the Grantee.

COMMUNITY TREE PLANTING GRANT PROGRAM

6.3 Conditions of Payment. All services provided by the Grantee under this Agreement must be performed to the Council's satisfaction, as determined at the sole discretion of the Council's Authorized Representative and in accordance with all applicable federal, Council, and local laws, ordinances, rules, and regulations. The Council will reimburse up to 90 percent of the awarded grant funds. The remaining 10 percent may be withheld before a final payment is issued until the Grantee: (a) completes the project or grant deliverables; and (b) submits a final request for payment and the Final Report as required under Section 8.2. If the required deliverables are not submitted within the term and closeout period specified in Section 8.2, the Council shall have no obligation to disburse the withheld 10 percent. In such cases, the withheld funds shall revert to the Council's Community Tree Planting Account for redistribution through future funding cycles or as otherwise permitted by law.

6.4 Repayment of Unauthorized Use of Grant Funds. Upon a finding by the Council or the state that Grantee has made an unauthorized or undocumented use of grant funds, and upon a demand for repayment issued by the Council, the Grantee agrees to promptly repay such amounts to the Council. Additionally, if the Grantee is in breach of the requirements of this Agreement, including Minn. Stat. § 16B.98 and MMB's Guidance, the Council may, in its sole discretion, withhold future grants to the Grantee until the breach is cured.

6.5 Contracting and Bidding Requirements. Grantee is expected to follow the contracting and bidding requirements of Minn. Stat. §471.345 and §§177.41 through 177.44 (prevailing wage), if applicable. Grantee may not contract with vendors that are either suspended or debarred in Minnesota:
<https://mn.gov/admin/osp/government/suspended-debarred/index2.jsp>

6.8 Maximum Use of Other Funds. If the Grantee at any time receives funding or reimbursement from another source for amounts charged by the Grantee against this grant, such funds charged against this grant shall be immediately refunded to the Council upon discovery of the duplicate funding or reimbursement.

7. Accounting, Record-keeping, and Site Monitoring.

7.1 Accounting and Record-Keeping. The Grantee agrees to establish and maintain a separate account for the Grant Project and to maintain accurate and complete books, records, documents, and other evidence pertaining to the costs and expenses of implementing this Agreement to the extent and in such detail that will accurately reflect the total cost of the Grant Project. The Grantee shall use generally accepted accounting principles. Pursuant to Minn. Stat. § 16B.98, all records shall be retained for at least six (6) years after the issuance of the final certificate of acceptance by the Council, or such shorter period as may be specified in writing by the Council at the expiration of the Grant Project Activity Period.

7.2 Site Monitoring. Pursuant to Minn. Stat. § 16B.98, subd. 6, the Council shall monitor Grant Project activities and records.

COMMUNITY TREE PLANTING GRANT PROGRAM

8. Reporting and Grant Closeout.

8.1 Semi-Annual Reporting. Grantee must submit cash flow and semi-annual progress reports to the Council by July 31 and January 31 of each year while the grant agreement is active. In the cash flow report, the Grantee shall describe the current project spending and projected spending for the periods defined in the report template. The progress report shall include the location and description of any tree removal, site prep, tree planting and/or tree care/maintenance activities taken during the reporting period. The Grantee shall provide sufficient documentation for information the Council reasonably requests.

8.2 Final Report and Closeout. Prior to the final reimbursement, the Grantee shall submit to the Council a final project report that provides the completed project results as detailed in the deliverables in **Attachment A**. The Grantee must submit the closeout requirements in a format determined by the Council providing the total Grant Project receipts and expenditures, summarizing all Grant Project activities, and containing a certification by the Grantee's authorized financial representative (e.g.: CFO, Financial Director) that all grant funds were expended in accordance with this Agreement. The Grantee has 120 calendar days after the Expiration Date to provide documentation and information necessary to close out this Agreement and receive disbursements for eligible grant-funded Project activities as prescribed in Section 5. If the Grantee fails to provide necessary documentation and information during this 120-day closeout period, the Grantee may not be eligible to receive any unpaid grant funds and the Council may not disburse any unpaid grant funds to the Grantee. This 120-day closeout period does not extend any Grantee reporting deadlines established in this Agreement or authorize the Grantee to expend or commit any grant funds after the Expiration Date. **ALL GRANT FUNDS NOT EXPENDED BY THE GRANTEE AND REQUESTED FOR REIMBURSEMENT PRIOR TO THE END OF THE TERM SHALL REVERT TO THE COUNCIL.**

9. Changes in Grant Project and Amendments.

9.1 Changes in Grant Project Activities and Location(s). Project Activities funded by the Appropriation must be substantially consistent in scope, location, and budget with the approved project as described in **Attachments A and B**. Significant changes to the Grant Project in either scope or location shall require an amendment. Failure to inform the Council of any significant changes to the Grant Project or significant changes to grant-funded components of the Grant Project and any use of grant funds for ineligible or unauthorized purposes, will jeopardize the Grantee's eligibility for future funding.

9.2 Budget Variance. The Grantee may reallocate up to twenty percent (20%) of the Grant Amount among the grant-funded activities, provided: (a) the grant funds may be used only for Project activities for which the Council awarded the grant funds; (b) the reallocation does not significantly change the Project deliverables; and (c) the Grantee receives written permission from Council staff prior to reallocating any grant funds. Council staff may administratively approve budget reallocation requests that exceed twenty percent (20%) of the Grant Amount only if the reallocation does not significantly change the Project deliverables. Notwithstanding the aggregate or net effect of any variances, the

COMMUNITY TREE PLANTING GRANT PROGRAM

Council's obligation to provide grant funds under this Agreement shall not exceed the Grant Amount identified at Page 1 of this Agreement.

9.3 Amendments. The terms of this Agreement may be changed by mutual agreement of the parties if the changes are consistent in both scope and budget with the approved Project Activities as described in **Attachments A and Attachment B**. Any changes to Project deliverables, scope, budget or locations that Council staff determine are significant changes from what is identified and described in **Attachments A and B** of this agreement will require an amendment approval by the Council's Community Development Committee. Changes shall be effective only upon execution of written amendment(s) signed by authorized representatives of the Council and the Grantee. Grant funds for the changed Project will not be disbursed prior to execution of an amendment.

9.4 Loss of Grant Funds. Any grant funds that are not expended prior to the Expiration Date identified at Page 1 of this Agreement shall revert to the Council for distribution through future application and funding cycles or as otherwise permitted by law. For the purposes of this Agreement, grant funds are "expended" prior to the Expiration Date if the Grantee pays or is obligated to pay for expenses of eligible grant-funded Project activities that occurred prior to the Expiration Date and the eligible expenses were incurred prior to the Expiration Date.

10. Assignment, Waiver, and Agreement Complete.

10.1 Assignment. The Grantee may neither assign nor transfer any rights or obligations under this Agreement without the prior consent of the Council and a fully executed Assignment Agreement.

10.2 Waiver. If the Council fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.

10.3 Agreement Complete. This Agreement contains all negotiations and agreements between the Council and the Grantee. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

11. Liability.

The Grantee must indemnify, save, and hold the Council, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the Council, arising from the performance of this Agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the Council's failure to fulfill its obligations under this Agreement.

12. Audits.

Under Minn. Stat. § 16C.05, subd. 5, the Grantee's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the Council and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six (6) years from the end of this Agreement.

COMMUNITY TREE PLANTING GRANT PROGRAM

13. **Government Data Practices.**

The Grantee and Council must comply with the Minnesota Government Data Practices Act, Minn. Stat. chapter 13, as it applies to all data provided by the Council under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the Council. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the Council.

14. **Workers Compensation.**

The Grantee certifies that it is in compliance with [Minn. Stat. §176.181](#), Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered Council employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the Council's obligation or responsibility.

15. **Governing Law, Jurisdiction, and Venue.**

Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

16. **Termination.**

The Council may cancel this Agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

17. **Use of Small Disadvantaged Businesses.**

The Council maintains a list of Small Disadvantaged Businesses that the Grantee and its contractors are encouraged to use. This list and technical assistance are available through the Council's Office of Equal Opportunity at <http://mcub.metc.state.mn.us>. The Grantee and its contractors are also encouraged to use Small Disadvantaged Businesses that are certified through other government programs. The Council expects the Grantee and Grantee's contractors to make reasonable efforts to solicit and include Small Disadvantaged Businesses in economic activities that arise from the Grantee's use of grant funds.

18. **Miscellaneous.**

18.1 Minnesota Conservation Corps. The Grantee shall give consideration to contracting with the Minnesota Conservation Corps for contract restoration, maintenance, and other activities.

COMMUNITY TREE PLANTING GRANT PROGRAM

18.2 Publicity. Any publicity regarding the Grant must identify the Council as the sponsoring agency and must not be released without prior written approval from the Council's Authorized Representative. For the purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract. All projects primarily funded by state grant appropriations must publicly credit the State of Minnesota, including on the grantee's website when practicable.

18.3 Endorsement. The Grantee must not claim that the Council endorses its products or services.

[The remainder of this page has been left intentionally blank]

COMMUNITY TREE PLANTING GRANT PROGRAM

IN WITNESS WHEREOF, the parties have caused this agreement to be executed by their duly authorized representatives on or as of the Effective Date.

CITY OF ROSEVILLE

By: _____

Dan Roe, Mayor

Date: _____

By: _____

Pat Trudgeon, City Manager

Date: _____

METROPOLITAN COUNCIL

By: _____

LisaBeth Barajas, Executive Director
Community Development Division

Date: _____

COMMUNITY TREE PLANTING GRANT PROGRAM

ATTACHMENTS

The following **ATTACHMENTS A, B, and C** (comprised of this page and the succeeding pages) contain a summary of the Project identified in the application for Community Tree Planting Grant funding submitted in response to the Council's notice of funding availability for the Fiscal Year identified at Page 1 of this Agreement. The summary reflects the proposed Project for which the Grantee was awarded grant funds by the Council Action, and may reflect changes in Project funding sources, changes in funding amounts, or minor changes in the proposed Project that occurred subsequent to application submission. The application is incorporated into this Agreement by reference and is made a part of this Agreement as follows.

ATTACHMENT A outlines the grant project deliverables, budget, and eligible expenses.

ATTACHMENT B provides an overview of the locations where tree planting and removal will take place in reference to the program priorities.

ATTACHMENT C is the Grantee's Three-Year Maintenance Plan, submitted as part of the Grantee's application for funding. In pursuit of the project's deliverables, all trees planted with grant funds are expected to be maintained as outlined in this Three-Year Maintenance Plan included as Exhibit C. For any trees that do not survive through the end of the grant period, Grantees are expected to put in a good faith effort to replace these utilizing any warranty the Grantee has or at the expense of the Grantee.

COMMUNITY TREE PLANTING GRANT PROGRAM

ATTACHMENT A

Community Tree Planting Grant Project Summary

Grant # SG-25CT-09
Funding Type: State General Fund
Grantee: City of Roseville
Project Name: EAB Mitigation
Project Location(s): See Project Map in ATTACHMENT B
City: Roseville
County: Ramsey
Council District: 10 – Council Member Peter Lindstrom

Project Description	
Removal of between 199 and 208 hazard ash trees near public use areas, with replanting of between 200 and 251 climate-resilient trees in high-vulnerability or extreme heat areas, aligning with Roseville's long-term EAB response and urban forestry equity goals.	

Deliverables	
Trees Removed	
199	Number of Ash trees or stumps removed
Trees Planted in Census Block Groups...	
54	... only experiencing extreme heat
146	... only experiencing high community vulnerability levels (SDI>70 th percentile)
	... facing both issues above
	... experiencing neither of these issues
200	TOTAL TREES PLANTED (sum of categories above)

Use of Funds	
\$30,000	Materials: Trees
\$5,000	Materials: Planting Supplies
	Equipment
	Internal Labor
\$216,796	External Labor
\$251,796	TOTAL AWARD AMOUNT

Grant will reimburse the above costs associated with the removal of ash and hazard trees and planting of climate-adapted tree species on public land. Any labor expenses must be directly for site preparation, planting, removing, and maintaining trees that are funded by this grant.

Tree Species eligibility: Grant funds will not fund the purchase of trees that are over-represented in your community. Any genera that comprise 10% or more of the community forest make-up will not be funded. Numbers derived from the Minnesota Department of Natural Resources 2010 Rapid Assessment will be used unless/until an updated inventory is provided. For your community this means grant funds cannot be spent on purchasing: Acer (Maple, 24.2%), Picea (Spruce, 24.1%), Fraxinus (Ash, 13.6%).

PARKS AND TRAILS FUND GRANT PROGRAM

ATTACHMENT B

Community Tree Planting Summary of Project Location(s)

Tree removal and planting will occur in the census block groups identified below (as highlighted in bold color).

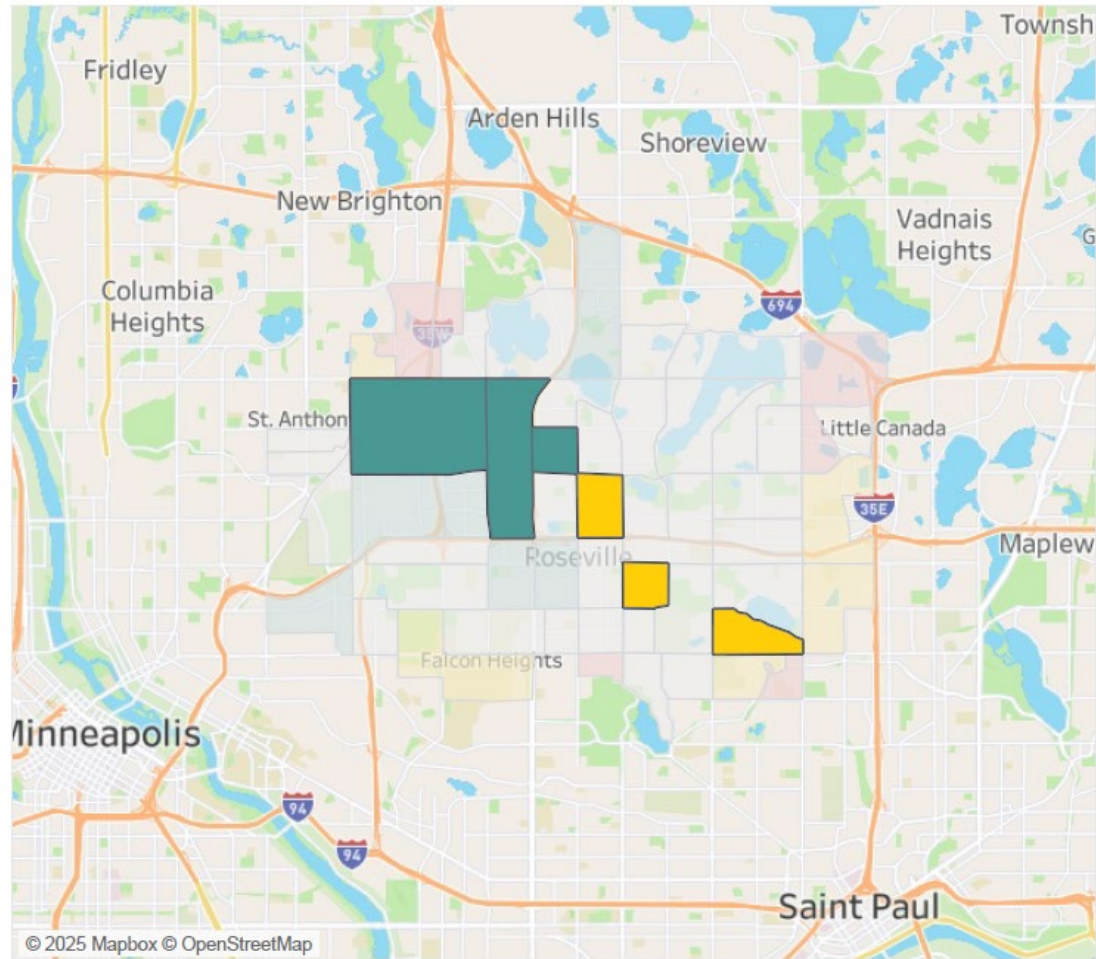
SCORING FACTORS

- Both scoring factors elevated
- Elevated Supplemental Demographic Index (SDI)
- Elevated Land Surface Temperature (LST)
- Neither scoring factor elevated

ZOOM TO CITY OR TOWNSHIP

Roseville

Use the dropdown menu above to zoom to a city or township's census block groups (some adjacent block groups may be included). Reset the map by selecting "All." Additional map controls are available in the top left corner of the map (hover to view).



COMMUNITY TREE PLANTING GRANT PROGRAM

ATTACHMENT C

2025 COMMUNITY TREE PLANTING GRANTS

3-YEAR MAINTENANCE PLAN FOR NEWLY PLANTED TREES

This grant funds maintenance throughout the eligible grant activity period, through June 30, 2027. Newly planted trees require additional care and maintenance for 3-5 years after planting to ensure they are well-established and grow into healthy mature trees. Use this form to describe your commitment to tree maintenance.

Applicant: City of Roseville

Year and Season of Planting: Fall 2025 & Spring 2026

of Trees to be Planted: 208

Size (caliper for deciduous, height for conifers):

Type of Stock to be Planted (Bare root, etc.):

Describe how the activities below will be completed.

1. Tree Maintenance Personnel and Support

- a. *Describe who is responsible for maintenance and how you plan to fund maintenance work after the grant period.*

Coordination of maintenance is the responsibility of the City Natural Resources and Forestry Supervisor, who is a certified arborist. Daily work will be provided by our full-time park keepers (one additional Certified Arborist and five Certified Tree Inspectors), and closely supervised seasonal staff.

- b. *Volunteers, homeowners, or inexperienced staff that will provide maintenance should receive basic training and literature on proper maintenance techniques. Is training needed and how will you do it?*

Volunteers are typically involved in our plantings. Each planting session begins with training, and all plantings are closely inspected by trained staff. Homeowners are empowered to support maintenance through an informational tag on each tree

- c. *How will you inspect tree maintenance work periodically to make sure it is being done correctly?*

All tree plantings are supervised by trained staff. All trees are inspected within one month of planting and at least quarterly by a certified tree inspector.

COMMUNITY TREE PLANTING GRANT PROGRAM

2. Tree Watering Process

Describe in detail how trees will be watered, the time period and frequency of watering. Trees should be watered weekly for the first 3 to 5 years when the ground is thawed, unless it has rained 1 inch in a week.

The City has an established protocol for watering young trees. Each weekday, we assign seasonal staff to the job of watering trees, using a modified pickup with a watering tank.

All of Rosevilles trees are catalogued in our asset management program BeeHive and weekly watering is assigned and tracked using a checklist from BeeHive.

3. Mulching Trees

Will you mulch your trees and if so, how will you maintain mulch?

Trees are mulched when planted and refreshed annually.

4. Staking and Tying Trees

Explain if staking is necessary due to mowing, vandalism, or wind conditions, and describe plans for inspection and removal.

When utilizing bare root trees, staking is typically necessary. Each tree is inspected during its weekly watering and re-staked as needed.

5. Checking Tree Health

The grantee will check trees every 6 – 12 months to identify and address problems. Describe inspection process and follow-up.

The City of Roseville utilizes its asset management program to ensure that each tree that is less than five years of age is inspected at least quarterly by a Certified Tree Inspector.

COMMUNITY TREE PLANTING GRANT PROGRAM

6. Tree Protection

Young trees in busy urban areas may be easily damaged by human activity, animals, and equipment. Describe how planted trees will be protected.

All trees will be planted with a minimum of a tree/bark protector. When site conditions require it due to site traffic or the presence of animals, additional mitigation such as fencing is utilized.

7. Pruning

Newly planted trees should need little pruning, if they were properly cared for in the nursery. In the first year after planting, remove only dead or broken branches. In later years, weakly attached limbs can be removed, and corrective pruning can be done if needed. Describe your pruning maintenance cycle.

Each tree is inspected quarterly, and pruned as necessary by a certified arborist or certified tree inspector. The city typically does not prune within the first year unless inspection reveals dead or broken limbs.

8. Tree Warranty

Tree planting should include a warranty from the nursery for replacement (due to poor condition or mortality). The grantee should be prepared to fully replace all trees that are in poor condition or die prior to the end of the project grant agreement, unless loss was due to natural disaster. Describe your tree warranty or how trees will be replaced.

Throughout our EAB mitigation program, we have worked with Tree Trust on a program whereby all trees include a one year warranty and plan to continue that if awarded this grant. On numerous occasions over the past year, Tree Trust has replaced failing trees with new and thriving trees under their warranty.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 7/21/2025

Item No.: 10.c.

Department Approval

Janice Gundlach

City Manager Approval

Samuel J. Truog

Item Description: Approve the renewal of a short-term rental license for 257 South McCarrons Blvd W

Background

Chapter 909 of the City Code requires the licensing of non-owner-occupied short-term rentals of dwelling units, subject to certain exemptions. The original short-term rental license for 257 South McCarrons Boulevard West was issued on July 13, 2021, and this owner has obtained a license each year since. On May 12, 2025, an application for renewal of the short-term rental license was submitted by the property owner. The property is a five-bedroom, single family home. The property owner has certified and attested to the requirement of lodging tax payment, as well as the maximum occupancy of four or less unrelated adults or one family. The subject property's current short-term rental license is valid through July 21, 2025. This property is one of eleven properties that have a current, valid short-term rental license. There have been no confirmed nuisance or property maintenance violations during the last year. The City has received the payment of lodging tax. Short-term rental licenses include the requirement of minimum stays based on; on-season (10 days) and off-season (7 days) times of the year.

Upon renewal, the license will be valid for 365 days from the expiration date of the current license. A current copy of the license must be posted in the rental unit, along with current copies of City Code Sections 405, 407 and 602. Within ten days of Council approval, all residential properties of one to four units within 300 feet must be provided with a copy of the City-issued license. A draft of the license is provided as Attachment 2.

The applicant has supplied all required license information and paid the license fee of \$540. In accordance with Section 909.03, the process for licensure is outlined in Chapter 301, which requires presentation to the City Council. Based upon the requirements outlined in the ordinance, the property owner is entitled to a license renewal.

Policy Objectives

Licensing is required by Section 909, effective as of February 8, 2021.

Equity Impact Summary

Equity impacts have not been evaluated.

Budget Implications

The correct fees were paid to the City at the time of application submittal.

Staff Recommendations

37 Staff recommends the approval of a one year renewal of a short-term rental license for 257 South
38 McCarrons Blvd W.

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41 **Requested Council Action**

42 By motion, approve the renewal of the short-term rental license for 257 South McCarrons Blvd W.

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Prepared by: David Englund, Building Official

Attachments: 1. Application Materials
2. Draft License

46

A notice was added to this record on 2025-04-16.
Condition: History of work without a permit at this address. Severity: Notice
Total conditions: 1 (Notice: 1)

[View notice](#)

Menu Reports Help

File Date: [05/12/2025](#)

Application Status: [In Review](#)

Application Detail: [Detail](#)

Application Type: [Short-Term Rental License Renewal](#)

Address: [257 South McCarrons Blvd W Roseville MN 55113](#)

Custom Fields: **UNIT DETAILS**

Unit Type	Number of Bedrooms
Single-Family Home	5

CERTIFICATION AND ATTESTATION

Attestation to Occupancy Limits	Attestation to Payment of Lodging Tax
↓	↓

Contact Info:	Contact Type	Organization Name	Contact Primary Address	Status	Name
	License Holder	Eric Carrara		Active	Eric Carrara

Owner Name:

Owner Address:

DBA Name:

Total Fee Assessed: [\\$556.20](#)

Total Fee Invoiced: [\\$556.20](#)

Balance: [\\$0.00](#)

Workflow Status:	Task	Assigned To	Status	Status Date	Action By
	License Issuance				

Initiated by Product: ACA

ATTACHMENT 2

City of Roseville Short-Term Rental License This certificate must be posted in the rental unit

This rental dwelling unit is hereby licensed in accordance with Chapter 909 of Roseville City Code.

- The Property Owner must comply with all requirements set forth in Roseville City Code. This license may be suspended or revoked for violations of that code.
- Property owners must notify the City of any changes in ownership or type of occupancy.
- Licenses are non-transferable; new owners must apply for a new license.

License Number: STR-XXX

Owner: Eric Carrara

Phone: 651-XXX-XXXX

Email: eric@carraraco.com

Address: 257 S McCarrons Blvd W

Expiration: 7/21/2026

The City, its designees, the City Council, or its officers, agents, or employees do not warrant or guarantee the safety, fitness, or suitability of any dwelling in the City. Owners or occupants should take whatever steps they deem appropriate to protect their interests, health, safety, and welfare.

MINIMUM STANDARDS AND CODES FOR RENTAL UNITS including but not limited to:

In the Unit:

Carbon Monoxide (CO) Detectors must be within 10 feet of bedrooms; **Smoke Detectors** must be in each sleeping room, each hallway outside sleeping rooms, and on each story, including the basement but not uninhabitable attics/crawl spaces. **CO and Smoke Detectors must NOT be disabled.**

Exits must be free from obstruction inside and out and **Exterior Doors** should open and close easily, be weather tight, and lock/unlock from the inside without a key or special knowledge.

The **Water Heater and Furnace** must be clear (by at least 3 feet) of boxes, junk, or flammable materials; the **Water Heater must have a TPR valve and relief valve discharge pipe.**

Toilets must flush and **Bathrooms** must have an exhaust fan or window.

Taps must have working hot and cold water; no leaking pipes or dripping **Faucets**.

Outlets, Switches, and Panel Boxes must have covers; kitchens and bathrooms should have grounded **GFCI Outlets**.

Rooms used for sleeping should have 1 window or 2 approved means of egress.

Interior Walls, Ceilings, and Window Sills must be clean and free of peeling paint.

Floors must be structurally sound and **Flooring** in good condition with no trip hazards such as ripped carpet or missing tiles.

Working Light Fixtures must be in all halls, stairways, laundry rooms, and furnace rooms.

Handrails must be on all stairs with more than 4 steps and be firmly attached with no missing or loose spindles.

Extension Cords may be used only for portable appliances.

Address Numbers must be clearly visible from the street.

Occupancy:

Rental Units may house 4 unrelated adults or 1 family.

Storage/Waste:

Rubbish must be stored in appropriate containers and removed regularly. Containers must be stored out of public view except on the day of collection and cannot remain at the curb for more than 24 hours. Outdoor Storage of junk is prohibited.

Vehicles/Driveway/Parking:

All Vehicles parked outside must be parked on an approved hard surface (not grass), street operable, and display current registration and proper license plates.

Please observe all No Parking signs. **Parking is not allowed on City streets after a snowfall of more than 2 inches until the streets have been plowed.** Do not put Snow into the street or onto neighboring properties.

Yard:

Grass/Weeds exceeding 8 inches are prohibited on any property.

Noise:

Prohibited Music is any music audible at the property line or from the adjacent apartment, common hallway, or 50 ft away from the

source between 10 PM and 7 AM. **Additionally, any Events (like parties) that disturb others are prohibited.**

Power Lawn Mowers or other Power Equipment may be operated outside only between 7 AM and 9 PM on weekdays or between the hours of 9 AM and 9 PM on weekends or legal holidays. Snow removal equipment is exempt.

Pets:

Keeping more than 2 Dogs requires a kennel license from the Police Department. Animal Waste must be removed regularly.

WHEN ISSUES ARISE

For an emergency, call 9-1-1

- For maintenance issues, contact the property owner (see contact information in box above).
- For legal matters (such as leases), contact the Minnesota Attorney General's Office at 651-296-3353 or www.ag.state.mn.us
- If the property owner is not maintaining the property, call Roseville Code Enforcement at 651-792-7014.

Minnesota Statute 504B.181, subd.2(b) requires landlords to notify residential tenants that the handbook Landlords and Tenants: Rights and Responsibilities is available to them. Published by the Office of the Minnesota Attorney General, the handbook can be accessed at www.ag.state.mn.us

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 7/21/2025

Item No.: 10.d.

Department Approval

Janice Gundlach

City Manager Approval

Sam J. Truog

Item Description: Approve the Renewal of the Short-Term Rental License for 658 Belmont Lane

Background

Chapter 909 of City Code requires the licensing of non-owner occupied short term rentals of dwelling units, subject to certain exemptions. On June 12, 2025, an application for the renewal of a short term rental license was submitted by the property owner. The property is a four-bedroom, single family home. The property owner has certified and attested to the requirement of lodging tax payment, as well as, the maximum occupancy of four or less unrelated adults or one family. There have been no nuisance or property maintenance violations associated with the address. Staff has verified that there are no other licensed short-term rental properties within 500 feet of this property. Short term rental licenses include the requirement of minimum stays based on on-season (10 days) and off-season (7 days) times of the year.

Upon issuance, the license will be valid for 365 days and will require notification to residential properties within 300 feet of the subject property. If approved, this property will be one of eleven properties with a current short term rental license. A current copy of the license must be posted in the rental unit, along with current copies of City Code Sections 405, 407 and 602. A draft of the license is provided as Attachment B.

The applicant has supplied all required license information and paid the license fee of \$540. In accordance with Section 909.03, the process for licensure is outlined in Chapter 301, which requires presentation to the City Council. Based upon the requirements outlined in ordinance, the property owner is entitled to the license.

Policy Objectives

Licensing required by Section 909, effective as of February 8, 2021.

Equity Impact Summary

Equity impacts have not been evaluated.

Budget Implications

The correct fees were paid to the City at the time of application submittal.

Staff Recommendations

Staff recommends the approval of a one year Short-Term Rental License for 658 Belmont

36 Lane

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38 **Requested Council Action**

39 By motion, approve the Short-Term Rental License for 658 Belmont Lane

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Prepared by: David Englund, Building Official

Attachments: 1. Application Materials
2. Draft License

42

STR-R25-003

Menu Reports Help

File Date: [06/10/2025](#)

Application Status: [In Review](#)

Application Detail: [Detail](#)

Application Type: [Short-Term Rental License Renewal](#)

Address: [658 Belmont Ln W Roseville MN 55113](#)

Custom Fields: **UNIT DETAILS**

Unit Type	Number of Bedrooms
Single-Family Home	5

CERTIFICATION AND ATTESTATION

Attestation to Occupancy Limits	Attestation to Payment of Lodging Tax
---	---

Contact Info:	Contact Type	Organization Name	Contact Primary Address	Status	Name
	License Holder		Mailing: 658 Belmont L...	Active	Sarah Rosales

Owner Name:

Owner Address:

DBA Name:

Total Fee Assessed: [\\$556.20](#)

Total Fee Invoiced: [\\$556.20](#)

Balance: [\\$0.00](#)

Workflow Status:	Task	Assigned To	Status	Status Date	Action By
	License Issuance				

Initiated by Product: ACA

City of Roseville Short-Term Rental License This certificate must be posted in the rental unit

This rental dwelling unit is hereby licensed in accordance with Chapter 909 of Roseville City Code.

- The Property Owner must comply with all requirements set forth in Roseville City Code. This license may be suspended or revoked for violations of that code.
- Property owners must notify the City of any changes in ownership or type of occupancy.
- Licenses are non-transferable; new owners must apply for a new license.

License Number: STR-XXX

Owner: Sarah Rosales

Phone: 612-XXX-XXXX

Email: sfirosales@gmail.com

Address: 658 Belmont Ln

Expiration: 7/22/2026

The City, its designees, the City Council, or its officers, agents, or employees do not warrant or guarantee the safety, fitness, or suitability of any dwelling in the City. Owners or occupants should take whatever steps they deem appropriate to protect their interests, health, safety, and welfare.

MINIMUM STANDARDS AND CODES FOR RENTAL UNITS including but not limited to:

In the Unit:

Carbon Monoxide (CO) Detectors must be within 10 feet of bedrooms; **Smoke Detectors** must be in each sleeping room, each hallway outside sleeping rooms, and on each story, including the basement but not uninhabitable attics/crawl spaces. **CO and Smoke Detectors must NOT be disabled.**

Exits must be free from obstruction inside and out and **Exterior Doors** should open and close easily, be weather tight, and lock/unlock from the inside without a key or special knowledge.

The **Water Heater and Furnace** must be clear (by at least 3 feet) of boxes, junk, or flammable materials; the **Water Heater must have a TPR valve and relief valve discharge pipe.**

Toilets must flush and **Bathrooms** must have an exhaust fan or window.

Taps must have working hot and cold water; no leaking pipes or dripping **Faucets**.

Outlets, Switches, and Panel Boxes must have covers; kitchens and bathrooms should have grounded **GFCI Outlets**.

Rooms used for sleeping should have 1 window or 2 approved means of egress.

Interior Walls, Ceilings, and Window Sills must be clean and free of peeling paint.

Floors must be structurally sound and **Flooring** in good condition with no trip hazards such as ripped carpet or missing tiles.

Working Light Fixtures must be in all halls, stairways, laundry rooms, and furnace rooms.

Handrails must be on all stairs with more than 4 steps and be firmly attached with no missing or loose spindles.

Extension Cords may be used only for portable appliances.

Address Numbers must be clearly visible from the street.

Occupancy:

Rental Units may house 4 unrelated adults or 1 family.

Storage/Waste:

Rubbish must be stored in appropriate containers and removed regularly. Containers must be stored out of public view except on the day of collection and cannot remain at the curb for more than 24 hours. Outdoor Storage of junk is prohibited.

Vehicles/Driveway/Parking:

All Vehicles parked outside must be parked on an approved hard surface (not grass), street operable, and display current registration and proper license plates.

Please observe all No Parking signs. **Parking is not allowed on City streets after a snowfall of more than 2 inches until the streets have been plowed.** Do not put Snow into the street or onto neighboring properties.

Yard:

Grass/Weeds exceeding 8 inches are prohibited on any property.

Noise:

Prohibited Music is any music audible at the property line or from the adjacent apartment, common hallway, or 50 ft away from the

source between 10 PM and 7 AM. **Additionally, any Events (like parties) that disturb others are prohibited.**

Power Lawn Mowers or other Power Equipment may be operated outside only between 7 AM and 9 PM on weekdays or between the hours of 9 AM and 9 PM on weekends or legal holidays. Snow removal equipment is exempt.

Pets:

Keeping more than 2 Dogs requires a kennel license from the Police Department. Animal Waste must be removed regularly.

WHEN ISSUES ARISE

For an emergency, call 9-1-1

- For maintenance issues, contact the property owner (see contact information in box above).
- For legal matters (such as leases), contact the Minnesota Attorney General's Office at 651-296-3353 or www.ag.state.mn.us
- If the property owner is not maintaining the property, call Roseville Code Enforcement at 651-792-7014.

Minnesota Statute 504B.181, subd.2(b) requires landlords to notify residential tenants that the handbook Landlords and Tenants: Rights and Responsibilities is available to them. Published by the Office of the Minnesota Attorney General, the handbook can be accessed at www.ag.state.mn.us

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 7/21/2025

Item No.: 10.e.

Department Approval



City Manager Approval



Item Description: Approve Final Contract Acceptance for the County Road B Reconstruction and 2024 Pavement Management Project

Background

On April 8, 2024, the City Council awarded the County Road B Reconstruction and 2024 Pavement Management Project to GMH Asphalt Corporation in the amount of \$2,754,535.97. Much of the project consisted of County Road B Reconstruction from Cleveland Avenue to the west side of the new Sunset Park. Final special assessments for this project were approved by Council on June 2, 2025.

The contract also included the 2024 Pavement Management Project (PMP) which included street mill and overlay, and minor curb, utility and sidewalk repairs, including a portion of Roselawn Avenue in Falcon Heights. The work in Falcon Heights was done via a Construction Cooperative Agreement that Council approved November 6, 2023.

Work completed under the contract totaled \$2,739,866.00. The work has been completed, was in accordance with project plans and specifications, and is now ready to be closed out. Pending Council approval and submittal of all final contract documents, final payment can be made, and the project will begin a one-year warranty period.

Policy Objectives

It is City policy to keep City-owned infrastructure in good operating condition and to keep systems operating in a safe condition.

Equity Impact Summary

There should be no equity impacts associated with the closure of the construction contract.

Budget Implications

This project is funded as follows:

Fund	Budget	Construction Contract Final
Municipal State Aid Funds	\$859,000.00	\$752,840.88
Street Fund	\$1,285,000.00	\$972,234.94
Stormwater Fund	\$455,000.00	\$701,123.28
Sanitary Fund	\$55,000.00	\$17,989.84
Water Fund	\$115,000.00	\$32,674.67
Special Assessments	\$166,000.00	\$138,441.04
Pathway Fund	\$30,000.00	\$25,010.44
Falcon Heights Funds	\$130,000.00	\$99,550.91
Totals	\$3,095,000.00	\$2,739,866.00

The City of Falcon Heights paid \$106,998.55 for the construction and engineering services associated with their portion of Roselawn Avenue.

Additionally, the City paid approximately \$74,400 for additional services, including tree removal, testing, and appraisals.

Staff Recommendations

Staff recommends the City Council adopt a resolution approving final contract acceptance of the County Road B Reconstruction and 2024 Pavement Management Project and authorize final payment of \$39,333.02.

Requested Council Action

Consider adoption of a resolution approving final contract acceptance of the County Road B Reconstruction and 2024 Pavement Management Project.

Prepared by: Jennifer Lowry, Assistant Public Works Director / City Engineer

Attachments:

1. Resolution
2. City Engineer Certification
3. Map

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

* * * * *

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

4 The following members were present: _____ and the following members were
5 absent: .

6 Councilmember introduced the following resolution and moved its adoption:

7 **RESOLUTION No.**

8 **FINAL CONTRACT ACCEPTANCE**
9 **FOR COUNTY ROAD B RECONSTRUCTION AND 2024 PAVEMENT**
10 **MANAGEMENT PROJECT #24-02**

11 WHEREAS, pursuant to a written contract signed with the City on April 8, 2024, GMH
12 Asphalt Corporation has satisfactorily completed the improvements associated with the
13 County Road B Reconstruction and 2024 Pavement Management Project #24-02
14 contract.

15 NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville,
16 Minnesota, that the work completed under said contract is hereby accepted and approved;
17 and

18 BE IT FURTHER RESOLVED that, upon receiving final documents from the contractor,
19 the City Manager is hereby directed to issue a proper order for the final payment of such
20 contract and taking the contractor's receipt in full; and

21 BE IT FURTHER RESOLVED that the one-year warranty period as specified in the
22 contract shall commence on July 21, 2025.

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

26 WHEAREUPON 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 July, 2025, with the original thereof on file in my office.

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

Patrick Trudgeon, City Manager

(SEAL)



July 15, 2025

TO THE CITY COUNCIL, CITY OF ROSEVILLE, MINNESOTA

RE: County Road B Reconstruction and 2024 Pavement Management Project
Contract Acceptance and Final Payment

Dear Council Members:

I have observed the work executed as a part of the County Road B Reconstruction and 2024 Pavement Management Project 24-02. I find that this contract has been fully completed in all respects according to the plans, specifications, and the contract. I therefore recommend that final payment be made from the improvement fund to the contractors for the balance on the contract as follows:

Original Contract amount (based on estimated quantities)	\$2,754,535.97
Actual amount due (based on actual quantities)	\$2,739,866.00
Previous payments	\$2,700,532.98
Balance Due	\$39,333.02

The construction costs for this project have been funded as follows:

Fund	Construction Contract Final
Municipal State Aid Funds	\$752,840.88
Street Fund	\$972,234.94
Stormwater Fund	\$701,123.28
Sanitary Fund	\$17,989.84
Water Fund	\$32,674.67
Special Assessments	\$138,441.04
Pathway Fund	\$25,010.44
Falcon Heights Funds	\$99,550.91
Totals	\$2,739,866.00

Please let me know if you have any questions, concerns, or you would like more information.

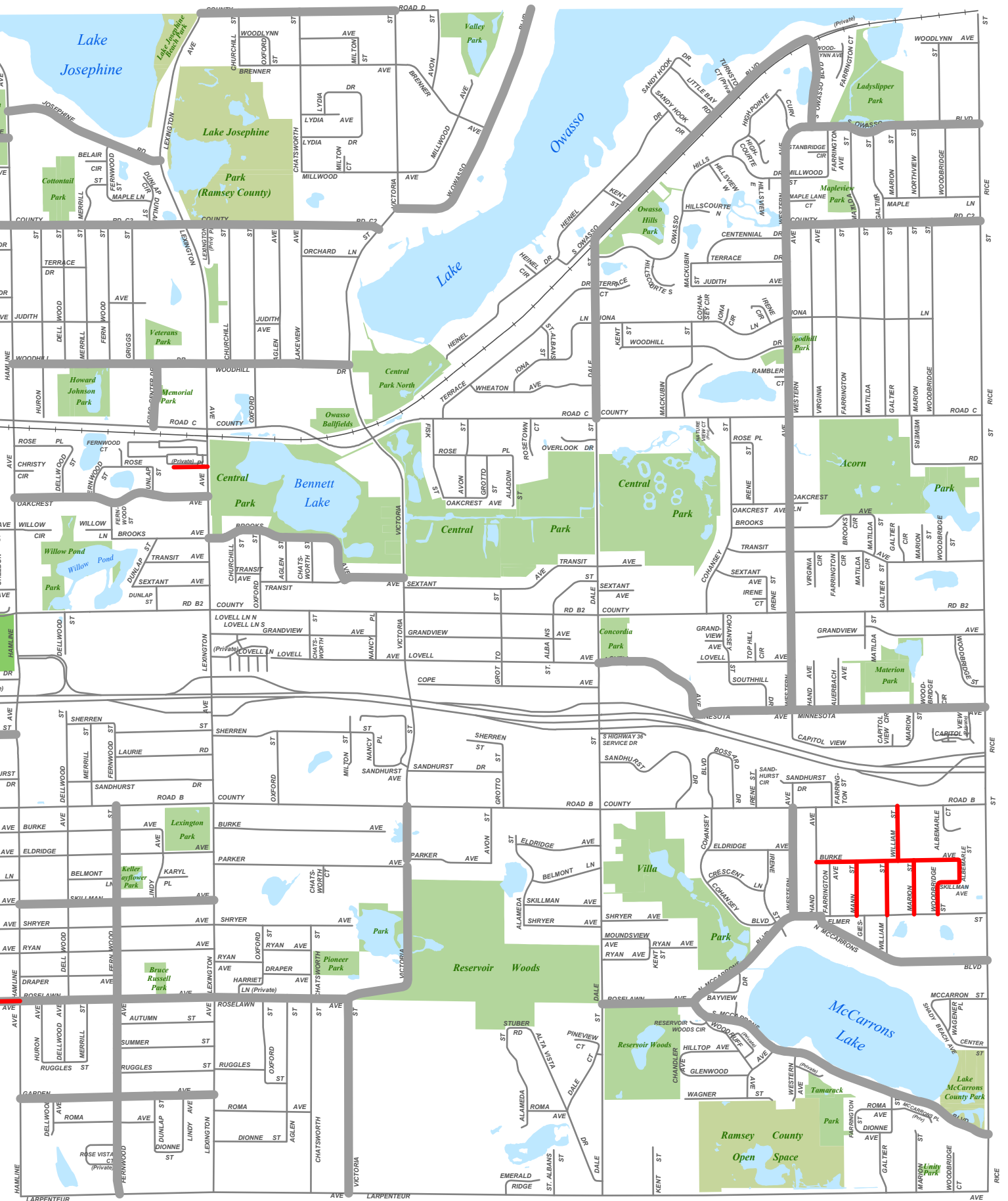
Sincerely,

Jennifer Lowry, MN PE
City Engineer/Asst. Public Works Director
651-792-7042 Jennifer.Lowry@cityofroseville.com

Proposed 2024 PMP Project

ROSEVILLE
Prepared by: Engineering Department
1/30/2024

-  Mill & Overlay Segments (2.5 City/1.4 MSA miles)
-  Reconstruction Segments (0.2 City/0.5 MSA miles)
-  MSA Roadway



Data Sources
* Ramsey County GIS (8/06/2023)
* 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 651-792-1075. 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.



Proposed2024_PMP

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 7/21/2025

Item No.: 10.f.

Department Approval



City Manager Approval



Item Description: Approve Contract for 2025 Pathway Improvements -Tamarack Park Pathway Project 24-03

Background

The Tamarack Park Phase 2 pathway, from Western Avenue into the north side of Tamarack Park, is proposed to be an 8-foot-wide bituminous path constructed within an existing right-of-way corridor. This path would complete the entire pathway segment within the park. The Phase 1 pathway from the park out to Farrington Street was completed in 2018.

On October 23, 2023, Council approved the plans and authorized bidding. The proposed path between Wagner Street and Western Avenue, which was intended to be bid with this Tamarack path, will need to be bid at a later date due to delays associated with easements with Ramsey County.

The table below summarizes bids received:

Contractor	Base Bid
Minnesota Paving & Materials	\$104,715.01
North Valley, Inc.	\$117,598.47
Northwest Asphalt, Inc.	\$149,441.00
<i>Engineer's Estimate</i>	<i>\$70,000.00</i>

Policy Objectives

Create a well-connected and easily accessible system of parks, open spaces, trails, pathways, community connections, and facilities that links neighborhoods and provides opportunities for residents and others to gather and interact.

Equity Impact Summary

The new pathway would enhance walkability and bikeability within the area. This project should be an overall benefit to nearby historically disadvantaged communities that may use this pathway for transportation and access to transit.

Budget Implications

29 Staff received three competitive bids for this project. The low base bid was submitted by
30 Minnesota Paving & Materials, in the amount of \$104,715.01. The low bid, although above
31 the engineer's estimate, is reasonable upon review by staff.

32
33 This project is proposed to be paid for using much of the \$120,000 remaining in Park
34 Renewal funds.

35
36 **Staff Recommendations**

37 Staff recommends approval of contract for 2025 Pathway Improvements -Tamarack Park
38 Pathway Project 24-03.

39
40 **Requested Council Action**

41 Approve the contract for 2025 Pathway Improvements -Tamarack Park Pathway Project
42 24-03 in the amount of \$104,715.01 to
43 Minnesota Paving & Materials.

44
45 **Prepared by:** Jennifer Lowry, Assistant Public Works Director / City Engineer

Attachments: 1. Agreement
2. Project Map

46

**CONSTRUCTION AGREEMENT BETWEEN CITY OF ROSEVILLE
AND OMG MIDWEST, INC (DBA MINNESOTA PAVING & MATERIALS) FOR
2025 PATHWAY IMPROVMENTS PROJECT - TAMARACK PARK PATHWAY (24-03)**

THIS AGREEMENT (“Agreement” or “Contract”) is made this 21st day of July 2025, by and between the **CITY OF ROSEVILLE, MINNESOTA**, a Minnesota municipal corporation (“City”) and OMG Midwest, an Incorporation doing business as Minnesota Paving & Materials (contractor”). City and Contractor, in consideration of the mutual covenants set forth herein, agree as follows:

1. CONTRACT DOCUMENTS. The following documents shall be referred to as the “Contract Documents”, all of which shall be taken together as a whole as the contract between the parties related to the construction of 2025 Pathway Improvements Project - Tamarack Park Pathway (24-03) (“Project”) as if they were set verbatim and in full herein:

- A. This Agreement.
- B. Contractor’s Quote, attached hereto as **Exhibit A**.
- C. Project Manual, attached hereto as **Exhibit B**:
 - (1) Special Conditions
 - (2) General Conditions
 - (3) Plans and Drawings
 - (4) Contract Bonds
 - (5) Certificates of Acknowledgement
 - (6) Certificate of Insurance
 - (7) Notice of Award

In the event of a conflict among the provisions of the Contract Documents, the order in which they shall control in resolving any such conflicts shall be determined as per the City’s policy.

2. OBLIGATIONS OF THE CONTRACTOR. The Contractor shall provide the goods, services, and perform the work in accordance with the Contract Documents. Contractor shall not begin any work until both parties have signed this Agreement, and the City has reviewed and approved the insurance certificates and bonds and has given the Contractor a written notice to proceed. Contractor agrees that all work shall be done and performed in the best and most proficient manner and that all materials and labor shall be in strict conformity with the Contract Documents. All work is subject to inspection and approval by the Public Works Director, or their authorized designee. If the City rejects any material or labor as defective or unsuitable, then the Contractor must remove the rejected materials and replace it with material approved by the Public Works Director, at the cost of the Contractor. The Contractor must also perform anew any rejected labor to the satisfaction and approval of the Public Works Director, or their designee, at the cost and expense of the Contractor. Contractor shall exercise the same degree of care, skill, and diligence in the performance of the services as is ordinarily possessed and exercised by a skilled and reputable contractor under similar circumstances. City shall not be responsible for discovering deficiencies in the accuracy of Contractor’s services.

3. CONTRACT PRICE. City shall pay Contractor for completion of the work in accordance with the Contractor’s Quote in an amount not to exceed \$104,715.01 (“Contract Price”). Additional work

performed without the City's written approval will not entitle Contractor to an increase in the Contract Price or an extension of any time to perform.

4. PAYMENT PROCEDURES.

A. City will make progress and final payments on the basis of the Contractor's Application for Payment as approved by the Director of Public Works.

(1) The City shall retain 5% of the amount of each payment. In accordance with MN Statute 15.72, upon substantial completion, the City shall reduce the retainage to 250% the cost to correct or complete remaining work and the greater of 1% or \$500 pending completion and submission of all final paperwork.

(2) Upon final completion of the work and settlement of all claims and receipt of Minnesota State Withholding Certificate the remainder of the Contract Price will be remitted in accordance with the Contract Documents.

B. Payments to Subcontractors.

(1) Prompt Payment to Subcontractors. Pursuant to Minn. Stat. § 471.425, Subd. 4a, the Contractor must pay any subcontractor within ten (10) days of the Contractor's receipt of payment from the City for undisputed services provided by the subcontractor. The Contractor must pay interest of 1 ½ percent per month or any part of a month to the subcontractor on any undisputed amount not paid on time to the subcontractor. The minimum monthly interest penalty payment for an unpaid balance of \$100.00 or more is \$10.00. For an unpaid balance of less than \$100.00, the Contractor shall pay the actual penalty due to the subcontractor.

(2) Form IC-134 required from general contractor. Minn. Stat. § 290.92 requires that the City obtain a Withholding Affidavit for Contractors, Form IC-134, before making final payments to Contractors. This form needs to be submitted by the Contractor to the Minnesota Department of Revenue for approval. The form is used to receive certification from the state that the vendor has complied with the requirement to withhold and remit state withholding taxes for employee salaries paid.

C. Final Payment. Upon final completion of the work, City shall pay the remainder of the Contract Price as recommended by the Public Works Director, or their designee. Final completion shall be when all of the work is completed per the Contract Documents.

5. COMMENCEMENT AND COMPLETION OF WORK. The Contractor will notify the Public Works Director in writing of its intention to commence work at least five (5) days prior to moving onto the site according to the specifications. A notice to proceed is expected to be provided on or before July 30, 2025. The Contractor agrees to perform the same diligently and without delay and to have the work entirely completed in every respect to the satisfaction and approval of the City on or before October 30, 2025.

6. DELAYS AND LIQUIDATED DAMAGES. City and Contractor recognize that time is of the essence of this Agreement and City will suffer financial loss if the Project is not completed within the times specified in Paragraph 5 above. The Parties also recognize the delays, expense and difficulties involved in proving in a legal proceeding the actual loss suffered by City if the Project is not completed

on time. Accordingly, instead of requiring any such proof, City and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay City according to Table 1807.1-1 of the current MnDOT Specification for each day that expired after the time specified in Paragraph 5 for Substantial Completion until the work is substantially complete. After Substantial Completion, if Contractor shall neglect, refuse or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by the City, Contractor shall pay City according to Table 1807.1-1 of the current MnDOT Specification for each calendar day that expires after the time specified in Paragraph 5 for completion and readiness for final payment.

Upon receipt of written notice from the Contractor that there will be delay in completion of the Project, the City may in its discretion extend the date for completion. In such case, the Contractor shall become liable for liquidated damages only for failure to perform within the time so extended.

If delays are caused by the weather, labor strikes or other factors not caused by Contractor and Contractor cannot provide written notice as described above, then the City may also in its discretion excuse such delays and extend the date for completion.

7. CONTRACTOR'S REPRESENTATIONS.

- A. Contractor has examined and carefully studied the Contract Documents and other related data identified in the Contract Documents.
- B. Contractor has visited the site and become familiar with and is satisfied as to the general, local, and site conditions that may affect cost, progress, and performance of the work.
- C. Contractor is familiar with and is satisfied as to all federal, state, and local laws and regulations that may affect cost, progress, and performance of the work.
- D. Contractor has carefully studied any: (1) reports of explorations and tests of subsurface conditions at or contiguous to the site and all drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the site (except underground facilities) and any (2) reports and drawings of a hazardous environmental conditions, if any, at the site.
- E. Contractor has obtained and carefully studied (or assumes responsibility for doing so) all additional or supplementary examinations, investigations, explorations, tests, studies, and data concerning conditions (surface, subsurface, and underground facilities) at or contiguous to the site which may affect cost, progress, or performance of the work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Contract Documents, and safety precautions and programs incident thereto.
- F. Contractor does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the work at the Contract Price, within the times specified herein, and in accordance with the other terms and conditions of the Contract Documents.
- G. Contractor is aware of the general nature of work to be performed by City and others at the site that relates to the work as indicated in the Contract Documents.

H. Contractor has correlated the information known to Contractor, information and observations obtained from visits to the site, reports and drawings identified in the Contract Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Contract Documents.

I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the work.

J. Subcontracts:

(1) Unless otherwise specified in the Contract Documents, the Contractor shall, upon receipt of the executed Contract Documents, submit in writing to the City the names of the subcontractors proposed for the work. Subcontractors may not be changed except at the request or with the consent of the City.

(2) The Contractor is responsible to the City for the acts and omissions of the Contractor's subcontractors, and of their direct and indirect employees, to the same extent as the Contractor is responsible for the acts and omissions of the Contractor's employees.

(3) The Contract Documents shall not be construed as creating any contractual relation between the City and any subcontractor.

(4) The Contractor shall bind every subcontractor by the terms of the Contract Documents. Such terms include the insurance obligations.

8. INSURANCE. Prior to the start of the project, Contractor shall furnish to the City a certificate of insurance showing proof of the required insurance required under this section. Contractor shall take out and maintain or cause to be taken out and maintained until six (6) months after the City has accepted the work, such insurance as shall protect Contractor and the City for work covered by the Contract including workers' compensation claims and property damage, bodily and personal injury which may arise from operations under this Contract, whether such operations are by Contractor or anyone directly or indirectly employed by either of them. The minimum amounts of insurance shall be as follows:

Commercial General Liability (or in combination with an umbrella policy), must include indemnity obligation

\$2,000,000 Each Occurrence

\$2,000,000 Products/Completed Operations Aggregate

\$2,000,000 Annual Aggregate

The following coverages shall be included:

Premises and Operations Bodily Injury and Property Damage Personal and Advertising Injury

Blanket Contractual Liability

Products and Completed Operations Liability, in effect for at least 5 years after final payment, or the statute of repose period pursuant to Minn. Stat. § 541.051, whichever is longer.

Automobile Liability

\$2,000,000 Combined Single Limit – Bodily Injury & Property Damage Including Owned, Hired & Non-Owned Automobiles

Workers Compensation

Workers' Compensation insurance in accordance with the statutory requirements of the State of Minnesota, including Employer's Liability with minimum limits are as follows:

\$500,000 – Bodily Injury by Disease per employee

\$500,000 – Bodily Injury by Disease aggregate

\$500,000 – Bodily Injury by Accident

The Contractor's insurance must be "Primary and Non-Contributory". All insurance policies (or riders) required by this Contract shall be (i) taken out by and maintained with responsible insurance companies organized under the laws of one of the states of the United States and qualified to do business in the State of Minnesota, (ii) shall name the City, its employees and agents as additional insureds (CGL and umbrella only) by endorsement which shall be filed with the City, (iii) must be on an "occurrence" basis rather than a "claims made" basis; (iv) must be primary coverage for all claims covered. **A copy of the endorsement must be submitted with the certificate of insurance.**

Contractor's policies and Certificate of Insurance shall contain a provision that coverage afforded under the policies shall not be cancelled without at least thirty (30) days' advanced written notice to the City, or ten (10) days' notice for non-payment of premium.

An Umbrella or Excess Liability insurance policy may be used to supplement Contractor's policy limits on a follow-form basis to satisfy the full policy limits required by this Contract.

9. WARRANTY. The Contractor shall be held responsible for any and all defects in workmanship and materials which may develop in any part of the contracted service, and upon proper notification by the City shall immediately replace, without cost to the City, any such faulty work.

10. INDEMNIFICATION. To the fullest extent permitted by law, Contractor agrees to defend, indemnify and hold harmless the City, and its employees, officials, and agents from and against all claims, actions, damages, losses and expenses, including reasonable attorney fees, arising out of Contractor's acts or omissions. The Contractor further agrees to obtain, maintain and pay for such Commercial General Liability insurance coverage and endorsements as will insure the obligations under the provisions of this Section, as those obligations may arise out of completed operations, including, but not limited to, the insurance coverages required in this Contract. The Contractor further agrees to comply with the requirements of Minn. Stat. § 337.01, et seq., and to the extent insurance is not available, agrees it is liable up to the amounts of agreed upon insurance in the Contract. Contractor's indemnification obligation shall apply to subcontractor(s), or anyone directly or indirectly employed or hired by Contractor, or anyone for whose acts Contractor may be liable. Contractor agrees this indemnity

obligation shall survive the completion or termination of this Contract. Nothing contained herein shall affect, alter, or otherwise be deemed as a waiver of the City's statutory tort liability limits.

11. CITY NOT LIABLE. The City, including its Council, employees, and agents, shall not be liable or responsible in any manner to the Contractor, its subcontractors, materialmen, laborers or any other person for any claim, demand, damages, actions, or causes of action of any kind arising out of this Agreement or the performance and completion of the Project described herein.

12. PERFORMANCE AND PAYMENT BONDS. The Contractor shall provide the City with the following bonds covering the construction of the work required herein: (a) a performance bond for the benefit of the City in the amount of 100% of the Contract Price, ensuring that Contractor will construct and maintain the work in accordance with the Contract Documents, and saving and holding the City harmless from all costs and charges which may accrue on account of completing the work; and (b) a payment bond in the same amount for the use and benefit of all persons furnishing labor or materials for the work and making just claims for payment for such labor or materials.

13. MISCELLANEOUS.

A. Terms used in this Agreement have the meanings stated in the Contract Documents.

B. City and Contractor each bind itself, its officers, partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

C. Any provision or part of the Contract Documents held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon City and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provisions.

D. Data Practices/Records.

(1) All data created, collected, received, maintained or disseminated for any purpose in the course of this Contract is governed by the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, any other applicable state statute, or any state rules adopted to implement the act, as well as federal regulations on data privacy.

(2) All books, records, documents and accounting procedures and practices to the Contractor and its subcontractors, if any, relative to this Contract are subject to examination by the City.

E. All reports, plans, models, software, diagrams, analyses, and information generated in connection with performance of this Agreement shall be the property of the City. The City may use the information for its purposes.

F. Patented devices, materials and processes. If the Contract requires, or the Contractor desires, the use of any design, devise, material or process covered by letters, patent or copyright, trademark or trade name, the Contractor shall provide for such use by suitable legal agreement with the patentee or City and a copy of said agreement shall be filed with the City. If no such agreement is made or filed as noted, the Contractor shall indemnify and hold harmless the City

from any and all claims for infringement by reason of the use of any such patented designed, device, material or process, or any trademark or trade name or copyright in connection with the work agreed to be performed under the Contract, and shall indemnify and defend the City for any costs, liability, expenses and attorney's fees that result from any such infringement.

G. In providing services hereunder, Contractor shall abide by all statutes, ordinances, rules and regulations pertaining to the provisions of services to be provided.

H. Neither party may assign or transfer any interest or obligation in this Contract without the prior written consent of the other party, and then only upon such terms and conditions as both parties may agree to and set forth in writing.

I. In the particular event that either party shall at any time or times waive any breach of this Contract by the other, such waiver shall not constitute a waiver of any other or any succeeding breach of this Contract by either party, whether of the same or any other covenant, condition or obligation.

J. The laws of the State of Minnesota govern the interpretation of this Contract. In the event of litigation, the exclusive venue shall be in the District Court of the State of Minnesota for Ramsey County.

K. If any provision, term or condition of this Contract is found to be or become unenforceable or invalid, it shall not affect the remaining provisions, terms and conditions of this Contract, unless such invalid or unenforceable provision, term or condition renders this Contract impossible to perform. Such remaining terms and conditions of the Contract shall continue in full force and effect and shall continue to operate as the parties' entire contract.

L. This Contract represents the entire agreement of the parties and is a final, complete and all-inclusive statement of the terms thereof, and supersedes and terminates any prior agreement(s), understandings or written or verbal representations made between the parties with respect thereto.

M. If the work is delayed or the sequencing of work is altered because of the action or inaction of the City, the Contractor shall be allowed a time extension to complete the work but shall not be entitled to any other compensation.

CITY:
CITY OF ROSEVILLE

CONTRACTOR:
OMG Midwest, Inc.
dba Minnesota Paving & Materials

By: _____
Daniel Roe, Mayor

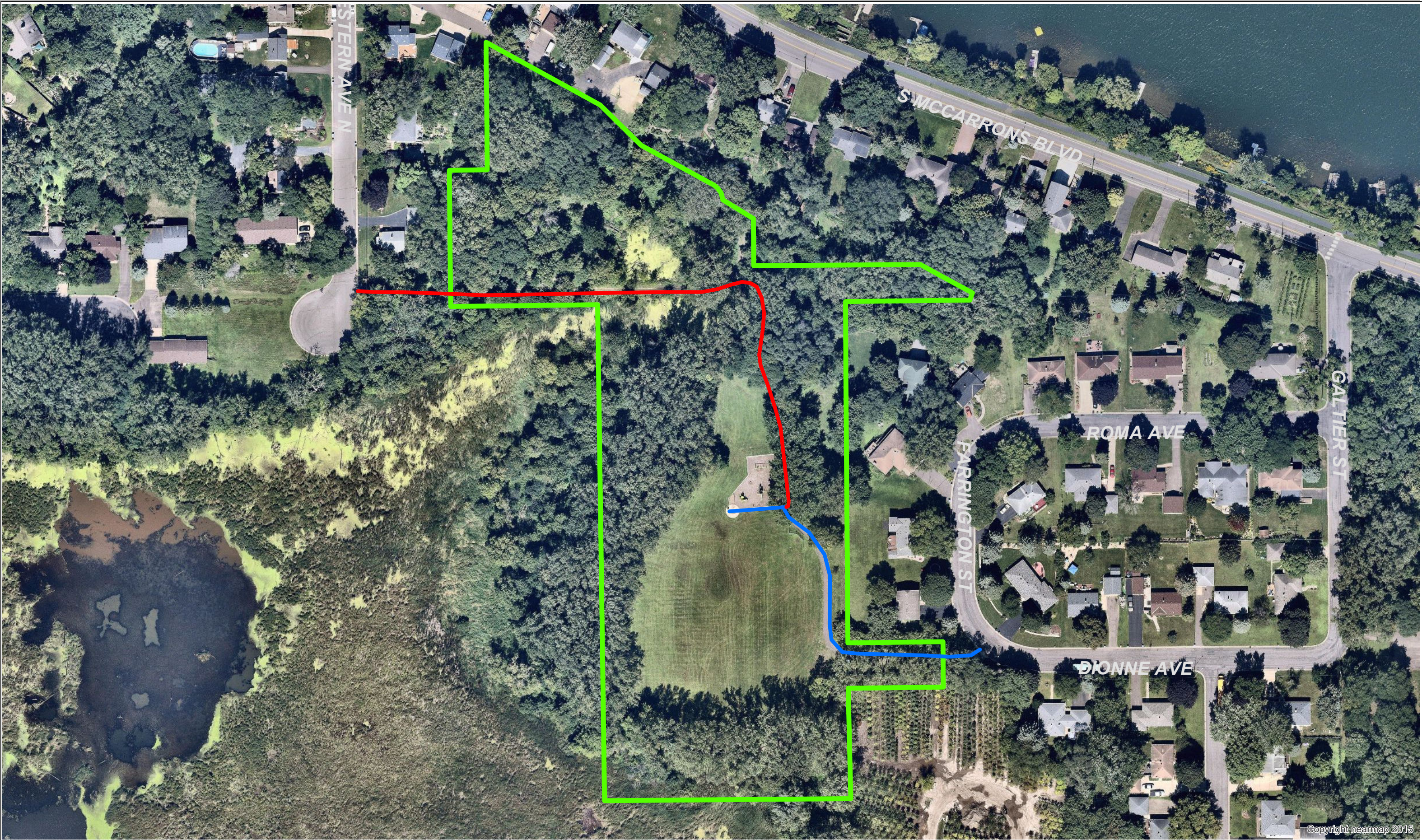
By: _____
Its: _____

By: _____
Patrick Trudgeon, City Manager

By: _____
Its: _____

EXHIBIT A
Contractor's Quote

[attached hereto]

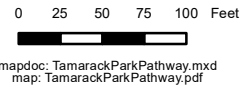


Tamarack Park

-  Proposed Pathway
-  Existing Pathway
-  Park Boundary

Data Sources and Contacts:
* Ramsey County GIS Base Map (1/03/20)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
2660 Civic Center Drive, Roseville MN

DISCLAIMER:
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7075. 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.



FUTURE MEETING AGENDA HIGHLIGHTS

July 21, 2025

August 11, 2025 – City Council Meeting

- Karen Martyrs Day Proclamation
- Receive 2nd Quarter Financial Report
- Discuss Bee Keeping Regulations
- Discuss City Council Meeting Calendar
- Discuss Changes in State Law Regarding Remote Participation in Public Meetings

August 20, 2025 – Special City Council Meeting

- Commission Applicant Interviews (PWET)

August 25, 2025 – City Council Meeting

- Receive City Manager's Recommended Budget and Levy
- Discuss Civil and Prosecuting Legal Services Contracts
- Receive Stormwater Pond Update
- Appoint Commissioner to PWET

September Meetings

- September 8
- September 15 (EDA and City Council meeting)
- September 22

October Meetings

- October 13
- October 20
- October 27

November Meetings

- November 10
- November 24

			<u>Future Agenda Review - Longer Term Initiatives</u>				7/9/2025
			(items that likely require council discussion/action)				
<u>Item</u>			<u>Initiated By</u>	<u>Target Date</u>	<u>Status/Notes</u>		
Discuss penalties for license holders of mulitple businesses			Council	3rd/4th Quarter 2025	Liquor/Tobacco License Presumptive Penalties		
Discuss Bee Keeping Rules			Resident/Council	Aug-25			
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		