



City Council Agenda

Monday, September 22, 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. Indigenous Peoples' Day Proclamation
- 6:13 p.m. **6. Items Removed from Consent Agenda**
- 6:15 p.m. **7. Recess to EDA**
- 6:20 p.m. **8. Adjourn as EDA and Reconvene as City Council**
- 9. Business Items**
- 6:20 p.m. a. Hold a Public Hearing to Consider Approving a Liquor License for Bright Burger Rosedale LLC, dba Burger Dive, Located at 1595 Highway 36 W, Ste 1020
- 6:25 p.m. b. Hold a public hearing and consider a request to approve a minor plat (PF25-014)
- 6:35 p.m. c. Consider a request to perform an abatement for unresolved violations of City Code at 1765 Chatsworth Street
- 6:45 p.m. d. Approve Agreement With Stantec Environmental Consulting to Complete Natural Resources Work
- 7:00 p.m. e. Adopt a Preliminary 2026 Tax Levy, EDA Tax Levy and City Budget
- 10. Council Direction on Councilmember Initiated Agenda Items**
- 7:45 p.m. **11. Approval of City Council Minutes**
a. Approve Minutes from September 8, 2025 City Council Meeting
- 7:50 p.m. **12. Approve Consent Agenda**
a. Approval of Payments
b. Approve General Purchases Exceeding \$10,000 or Sale of Surplus Items
c. Approve Professional Services Agreement for Cohansey Lift Station Design and Construction Management Services
d. Approve Professional Services Agreement for Sanitary and Storm Sewer Lift Station Condition Assessment Services
e. City Support for the Rice Creek Watershed District State Bonding Request for the Jones Lake Project
f. Approve Resolution Supporting the Request for State Funds in the 2026 Capital Bonding Bill in the Amount of \$1,632,000 for Capital Improvements and Renovations at the John Rose Minnesota OVAL.
g. Approve Regions EMS Field Experience Agreement with Fire Department

h. Appoint Youth Applicant to the Parks and Recreation Commission

i. Approve Fourth Amendment to T-Mobile Antenna Lease at Fairview Lattice Tower

7:55 p.m. **13. Future Agenda Review, Communications, Reports, and Announcements - Council and City Manager**

a. Future Agenda

8:05 p.m. **14. Adjourn**



Indigenous Peoples' Day October 13, 2025

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

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

Whereas: It is also an opportune time to raise awareness of the severe challenges American Indians have faced both past and present, and the ways in which American Indians have worked to conquer these challenges; and

Whereas: Roseville stands on the ancestral and contemporary homelands of the Indigenous people of Turtle Island – land that holds great historical, spiritual and personal significance for its original steward, and without whom, the building of this City would not have been possible; and

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

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

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

Whereas: The Twin Cities community has a strong history, spanning more than four decades, of American Indian activism that the City celebrates and honors; and

Now, Therefore, Be It Resolved that the City Council hereby declares that the City of Roseville observes Indigenous Peoples Day on October 13, 2025 in order to promote appreciation, healing, reconciliation, understanding, friendship and continued partnerships with the American Indian Community.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this 22nd day of September 2025.

Mayor Daniel J. Roe

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/22/2025

Item No.: 9.a.

Department Approval



City Manager Approval



Item Description: Hold a Public Hearing to Consider Approving a Liquor License for Bright
Burger Rosedale LLC, dba Burger Dive, Located at 1595 Highway 36 W, Ste 1020

Background

Under City Code, a public hearing is required to consider approving liquor licenses for the current calendar year. The City has received applications for the following:

- Bright Burger Rosedale LLC dba Burger Dive, 1595 Highway 36 W, Ste 1020 – On Sale/Sunday Liquor License with outdoor endorsement.

Burger Dive currently has a licensed location inside the food hall at Rosedale mall, they are opening an additional location with an external storefront and are required to obtain an additional liquor license.

Policy Objectives

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

Equity Impact Summary

There is no anticipated racial equity impact by approving this liquor license.

Budget Implications

The correct fees were paid to the City at the time the application was made, the remaining balance will be due prior to issuance of the license.

Staff Recommendations

The applicant meets all requirements set forth under City Code. Staff recommends approval pending submittal of any outstanding items. Additionally, the applicant has been made aware of the city's alcohol compliance training requirements.

Requested Council Action

Motion to approve the Liquor License(s) for Bright Burger Rosedale LLC dba Burger Dive.

Prepared by: Allie Sertich, Deputy City Clerk

Attachments: 1. Burger Dive Application_Redacted



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
444 Cedar Street, Suite 222, St. Paul, MN 55101-5133
Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types:
1) City issued on sale intoxicating and Sunday liquor licenses
2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License Roseville License Period From: Nov 1, 2025 To: Dec 31, 2025

Circle One: New License License Transfer _____ Suspension _____ Revocation _____ Cancel _____
(former licensee name) (Give dates)

License type: (circle all that apply) On Sale Intoxicating Sunday Liquor 3.2% On sale 3.2% Off Sale

Fee(s): On Sale License fee: \$ 7000 - prorated to \$1200 Sunday License fee: \$ 200 3.2% On Sale fee: \$ _____ 3.2% Off Sale fee: \$ _____

Licensee Name: Nick O'Leary Bright Burger DOB [REDACTED] Social Security # [REDACTED]
(corporation, partnership, LLC, or Individual) Rosedale, LLC

Business Trade Name Burger dive Business Address 1595 Highway 36 Suite 1020 City Roseville

Zip Code 55113 County Ramsey Business Phone 651-340-2389 Home Phone [REDACTED]

Home Address _____ City _____ Licensee's MN Tax ID # 6440436

Licensee's Federal Tax ID # 84-3117725
(To apply call IRS 800-829-4933) (To Apply call 651-296-6181)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

Nick Lee O'Leary

Partner/Officer Name (First Middle Last)

Joshua John Thoma

(Partner/Officer Name (First Middle Last)

Kevin Mathew Fitzgerald

Partner/Officer Name (First Middle Last)

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

Circle One: (Yes No) During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: Cincinnati Insurance Policy # FWC 0555083

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.

City Clerk or County Auditor Signature _____ Date _____
(title)

On Sale Intoxicating liquor licensees must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7504, or visit our website at www.dps.state.mn.us.

CITY OF ROSEVILLE

Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7036

Ask if we can
we next door

ON-SALE INTOXICATING OUTSIDE PERMANENT ENDORSEMENT

Trade Name Bright Burger Rosedale LLC
Business Name Burger elive
Business Address 1595 Highway 36 west suite 1020
Roseville MN 55113
Business Phone 651-340-2389
Contact person Nick O'Leary
Phone [REDACTED]
Location of Outside Sales Front Patio

The undersigned agrees to abide by all the laws of the State of Minnesota and the Ordinances of the City of Roseville.

Signature [Signature] Date 9-4-25

License fee is 25.00

Make checks payable to City of Roseville

* Contact Community Development. Requires land use approval

Development

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/22/2025

Item No.: 9.b.

Department Approval

Janice Gundlach

City Manager Approval

Sam F. Truog

Item Description: Hold a public hearing and consider a request to approve a minor plat (PF25-014)

Background

General Application and Site Information

Property Owner and Applicant: Java Capital Partners 2700 Cleveland Ave LLC

Location: 2035 Twin Lakes Parkway

Application Submitted: August 11, 2025

Application Complete: September 9, 2025

City Action Deadline: January 7, 2026

Land Use Context	Existing Land Use	Guiding	Zoning
Site	vacant	MU-2	MU-2B
North	restaurant	MU-2	MU-2B
West	highway interchange	n/a	n/a
East	retail	MU-2	MU-2B
South	restaurant	MU-2	MU-2B

The subject site, Lot 2, Block 1, Cleveland Club Second Addition, is approximately one acre in size and is located in the northeast corner of the intersection of Cleveland Avenue and Twin Lakes Parkway. Two small retail buildings are anticipated for this site and, although the two principal structures would be permitted on a single lot, the proposed subdivision would facilitate separate ownership of the buildings and the associated parking areas. Subdivision proposals resulting in three or fewer lots are considered a minor plat, requiring the City Council to hold the public hearing (unlike a major plat that requires the Planning Commission to hold the public hearing).

Legislative Authority

When considering subdivision requests, the role of the City is *quasi-judicial*; to determine the facts associated with a particular proposal and apply those facts to the legal standards contained in the ordinance and relevant state law. In general, if the facts indicate the application meets the relevant legal standards and will not compromise the public health, safety, and general welfare, then the applicant is

likely to be entitled to the approval. The City is, however, able to add conditions to a subdivision approval to ensure that potential impacts on parks, schools, roads, storm sewers, and other public infrastructure on and around the subject property are adequately addressed. Subdivisions may also be modified to promote the public health, safety, and general welfare, and to provide for the orderly, economic, and safe development of land, and to promote housing affordability for all levels.

Public Hearing

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

Preliminary Plat Analysis

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

Proposed Lots

There are no minimum dimensional standards for lots in the MU-2B District.

Setbacks

Building setbacks are not specifically reviewed and approved as part of a plat application, but the new building footprints on proposed Lots 1 and 2 represented in the preliminary development plans appear largely to conform to the form-based requirements of the Twin Lakes Regulating Plan. Any proposed setback from the property boundaries must either conform to the standards or gain approval of a variance to allow a nonconforming condition.

Utilities and Storm Water

Unlike typical plat applications, submittal of a new storm water management plan was not necessary. As part of an area that was subdivided via the Cleveland Club plat, an approved storm water management plan that anticipates full commercial development of the site has been in place since 2015. The attached memo from the City Engineer indicates:

- Water and sanitary sewer service mains are available to the property.
- The site can meet Roseville's stormwater standards.
- The storm sewer improvements within the site would be private and require private maintenance.

Tree Preservation

Unlike typical plat applications, no tree preservation plan is necessary on this site because no trees are present outside of the landscaped islands within the existing surface parking area.

Park Dedication

Park dedication of \$123,298 was required with the 2015 approval of the first Cleveland Club plat. City records indicate that the payment was made.

Public Comment

As of the time this RCA was drafted, Planning Division staff had not received any communication from the public.

Policy Objectives

- Facilitate development and redevelopment of land consistent with the guidance of the future land use plan.

- Ensure all subdivisions of land lying within the incorporated limits of the City fully comply with the regulations set forth in the Subdivision Code or Subdivision Variances are granted where necessary. Regulations and requirements for the subdivision of land are necessary to preserve the health, safety, general welfare, convenience, and good order of the community.

Equity Impact Summary

This analysis is not indicated for quasi-judicial land use decisions.

Budget Implications

None.

Staff Recommendations

Adopt a resolution approving the proposed Cleveland Club Third Addition plat, based on the content of this RCA, public input, and City Council deliberation, with the following conditions:

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

Requested Council Action

Adopt a resolution approving the proposed Cleveland Club Third Addition plat, based on the content of this RCA, public input, and City Council deliberation, with the following conditions:

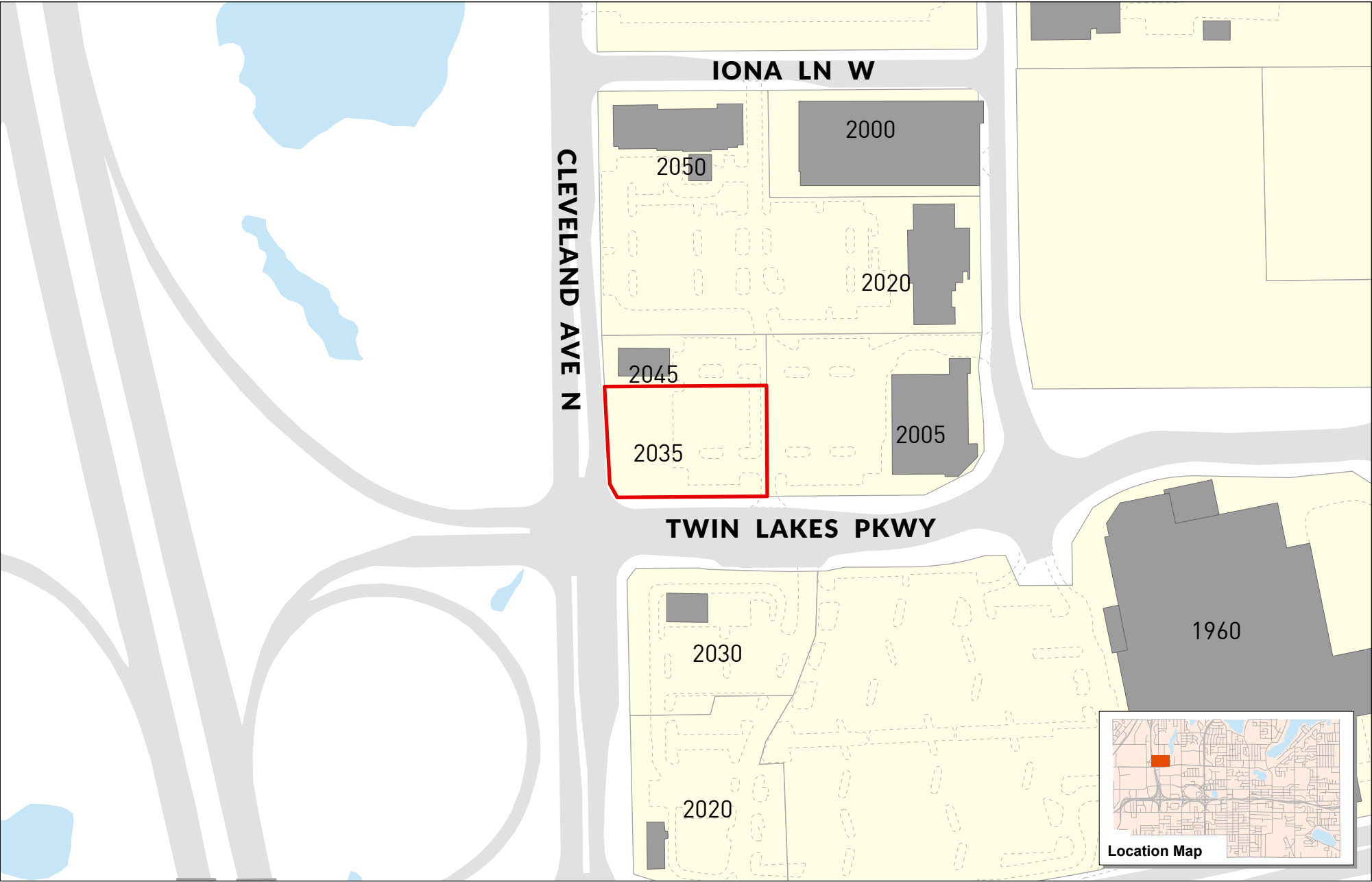
1. Pursuant to the memo from Public Works staff in Attachment 4 of this RCA, the applicant shall:
 - a. Dedicate easements as indicated in the preliminary plat; and
 - b. Provide an Operations and Maintenance Plan, and record an Operations and Maintenance Agreement in favor of the City, pertaining to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

Prepared by: Bryan Lloyd, Senior Planner

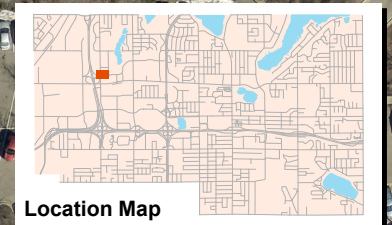
Attachments:

1. Area Map
2. Aerial Photo
3. Proposed Plans
4. DRC and Public Comment
5. Bench Handout 3 - Minor Plat Resolution

Attachment 1: Planning File 25-014



Attachment 2: Planning File 25-014



Prepared by:

Community Development Department

Printed: September 17, 2025

Data Sources

* Ramsey County GIS Base Map (9/4/2025)

* Aerial Data: EagleView (4/2024)

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

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

0 50 100 Feet



I HEREBY CERTIFY THAT THIS SURVEY, PLAN, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Jonathan D. Schuette

PRINTED NAME: Jonathan D. Schuette
DATE: 09/08/2025 LICENSE #: 45352

PREPARED FOR:
JAVA CAPITAL
PARTNERS 2700
CLEVELAND AVE
LLC

2035 TWIN LAKE
PARKWAY,
ROSEVILLE, MN
55113

THIS DRAWING AND THE INFORMATION THEREIN IS THE PROPERTY OF DESIGN TREE ENGINEERING INC. USE BY THE HOLDER OR DISCLOSURE TO OTHERS WITHOUT THE PERMISSION OF DESIGN TREE ENGINEERING INC. IS PROHIBITED. IT CONTAINS PROPRIETARY AND CONFIDENTIAL INFORMATION OF DESIGN TREE ENGINEERING INC. REPRODUCTION OF THE MATERIAL HEREIN WITHOUT WRITTEN PERMISSION OF DESIGN TREE ENGINEERING INC. VIOLATES THE COPYRIGHT LAWS OF THE UNITED STATES AND WILL SUBJECT THE VIOLATORS TO LEGAL PROSECUTION.

COPYRIGHT © 2025 BY DESIGN TREE ENGINEERING

DRAWN BY:		JDS
CHECKED BY:		CWK
PROJECT NO.: 10925003		
NO.	DATE	DESCRIPTION

PRELIMINARY PLAT

1 of 1

PRELIMINARY PLAT OF
CLEVELAND CLUB THIRD ADDITION

LEGEND	
PLATTED & EXISTING LOT LINES	HYDRANT
EXISTING RIGHT OF WAY	GATE VALVE
EASEMENT LINES	WELL
BOUNDARY LINE	SANITARY MANHOLE
PROPOSED LOT LINE	SANITARY SEWER CLEANOUT
PROPOSED EASEMENT LINE	STORM MANHOLE
WOOD FENCE	CATCH BASIN
CHAINLINK FENCE	APRON
WIRE FENCE	SHRUB
STORM SEWER LINE	POWER POLE
SANITARY SEWER LINE	LIGHT POLE
WATERMAIN	GUY WIRE
OVERHEAD ELECTRIC	POWER BOX
UNDERGROUND TELEPHONE	ELECTRIC METER
UNDERGROUND FIBER	COMMUNICATION PEDESTAL
UNDERGROUND ELECTRIC	HAND HOLE
UNDERGROUND GAS LINE	GAS METER
BUILDING	SIGN
CONCRETE PAVEMENT	BOLLARD
BITUMINOUS PAVEMENT	ELECTRIC MANHOLE
LANDSCAPING	TRAFFIC SIGNAL
	DECIDUOUS TREE
	CONIFEROUS TREE
	BEEHIVE CATCH BASIN
	WATER CURB STOP
	W-SER WATER SERVICE RISER

Surveyor's Note:

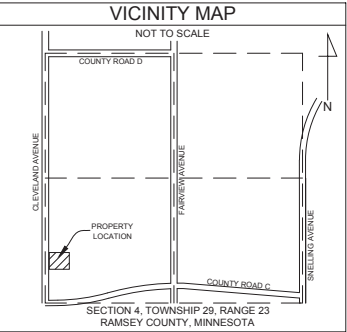
- The underground utilities shown hereon have been located from field survey information and existing record drawings. The surveyor makes no guarantees that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated, although he does certify that they are located as accurately as possible from information available. The contractor is responsible to ensure that any existing utilities (shown or not shown) are not damaged during construction. The surveyor has physically located the underground utilities per Gopher State One Call Ticket No. 252473042.
- Topography and contours are based upon field measurements taken in the field by Design Tree Engineering on 09/04/2025.
- Elevation are based on NAVD88.

LEGAL DESCRIPTION:

Lot 2, Block 1, CLEVELAND CLUB SECOND ADDITION, according to the recorded plat thereof, Ramsey County, Minnesota.

OWNER/DEVELOPER:
JAVA CAPITAL PARTNERS 2700 CLEVELAND AVENUE
1653 CEDAR PARKWAY
MINNEAPOLIS, MN 55416

LAND SURVEYOR:
DESIGN TREE ENGINEERING & LAND SURVEYING
JONATHAN D. SCHUETTE, LS
MINNESOTA LICENSE NO. 45352
TELEPHONE: (320) 762-1290



ORIENTATION OF THIS BEARING SYSTEM IS BASED ON NORTH LINE OF LOT 2, BLOCK 1, CLEVELAND CLUB SECOND ADDITION, WHICH IS ASSUMED TO BEAR SOUTH 89°20'19" WEST



0 20' 40'
1 INCH = 20 FEET

- = DENOTES COUNTY MONUMENT
- = DENOTES FOUND IRON MONUMENT
- = DENOTES 1/2 INCH DIAMETER BY 18 INCH LONG IRON PIPE MONUMENT SET AND MARKED RL# 45352, UNLESS NOTED OTHERWISE

**INTEROFFICE MEMORANDUM**

Date: September 17, 2025

To: Bryan Lloyd, Senior Planner

From: Jennifer Lowry, Roseville City Engineer

RE: Cleveland Club Third Addition Preliminary Plat

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

1. Site Plan

- Due to the minimal amount of lots created (a simple lot split), the development did not meet the threshold per City policy to conduct a traffic study. Circulation and parking review will be provided later in the process.
- Connection to city streets would be via existing access points that were previously reviewed and a part of the Agreement for Reciprocal Easement and Restrictive Covenant (Ramsey Cty Doc # A04552813).
- Safe and direct pedestrian connections from Cleveland Avenue and Twin Lakes Parkway should be provided.
- If setbacks, easements, or lot sizes change, the changes will need additional review.

2. Utilities

- Water
 - Watermain is available for connections.
 - Final construction plans will be approved by the City prior to issuing permits.
 - MDH Water Permit may be required.
- Sanitary
 - Sanitary sewer main is available for connections.
 - If the new buildings have commercial kitchens, be aware that the City has a FOG ordinance that requires a 1000 gallon grease interceptor.
 - Final construction plans will be approved by the City prior to issuing permits.
- Storm Sewer
 - The development has to meet city stormwater standards. Submittals from the developer's consulting engineer will be reviewed against the 2016 stormwater report, current standards, and what is being proposed.

- An asbuilt for site grading and stormwater infrastructure will be required prior to final approval and release of Erosion Control and Grading escrow.
 - Provide a copy of watershed district permit(s), or documentation that a permit is not required.
 - Provide a copy of the NDPES Permit(s), or documentation that a permit is not required.
 - City Erosion Control, Grading and Storm Water Permit is required. Final construction plans will be approved by the City prior to issuing permits.
3. Ramsey County
- A County ROW permit will be required for any work performed in County right-of-way.
 - Ramsey County has not reviewed this specific submittal, but we will share it with them and relay any comments received.
4. General
- The Agreement for Reciprocal Easement and Restrictive Covenant (Ramsey Cty Doc # A04552813) should apply and be recorded against both lots created in the plat.
 - City ROW permit and is required.

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

**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 22nd day September 2025 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION No. 12XXX

RESOLUTION APPROVING THE PROPOSED ‘CLEVELAND CLUB THIRD ADDITION’ PLAT (PF25-014).

WHEREAS, Java Capital Partners 20700 Cleveland Ave LLC has submitted a valid application for approval of the proposed Cleveland Club Third Addition plat of the property addressed as 2035 Twin Lakes Parkway; and

WHEREAS, the property included in the Cleveland Club Third Addition plat includes Ramsey County Property Identification Number 04-29-23-33-0037; and

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

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, Minnesota, hereby approves the proposed Cleveland Club Third Addition plat, based on the public record and City Council deliberation, with the following conditions:

1. Pursuant to the memo from Public Works staff in Attachment 4 of RCA reviewed with this application, the applicant shall:
 - a. Dedicate easements as indicated in the preliminary plat; and
 - b. Provide an Operations and Maintenance Plan, and record an Operations and Maintenance Agreement in favor of the City, pertaining to the maintenance of the private storm water management BMPs

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

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 22nd day of September 2025, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 22nd day of September 2025.

Patrick Trudgeon, City Manager

Seal

REQUEST FOR COUNCIL ACTION

Date: 9/22/2025

Item No.: 9.c.

Department Approval

Janice Gundlach

City Manager Approval

Samuel Truog

Item Description: Consider a request to perform an abatement for unresolved violations of City Code at 1765 Chatsworth Street

Background

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

- Outside storage of inoperable vehicles (boat/trailer and passenger vehicle), furniture, household appliances, and misc. Junk (407.02.G, 407.03.I 407.04.A,D)

Staff received a complaint regarding vehicles, boats, household items and other items stored outside this residence on July 24, 2025. Staff visited the property and confirmed the violation. A door hanger was left on site detailing the violations and a timeline for correction. Staff conducted an additional inspection on August 4. Staff found no corrections or progress, and in addition, an unsecured refrigerator was in the driveway. Staff secured the doors to the appliance to prevent any entry to the interior (502.03). A letter was drafted and sent to the property. A subsequent inspection was performed on August 18, 2025, again, showing no progress toward code compliance. Community Development staff, assisted by RV PD (CN#RV25029172), delivered a City Council hearing notification on September 12, 2025. Staff received a phone call from the resident after the posting was placed. The resident expressed her extreme unhappiness with city staff's actions, but offered no intent to resolve the code violations. She stated that she planned to be in attendance at the public hearing. Staff previously addressed the same/similar violations at this property in 2023 as part of the Neighborhood Enhancement Program. In 2023, the vehicle was in violation for not displaying current registration. The same vehicle now has a flat tire and continues not to display current registration. A timeline of staff's actions is included with this report in Attachment 2, cited City Code sections are provided as Attachment 3, and staff correspondence and photos are included in Attachment 4.

As of the writing of this Request for Council Action, no progress related to any noted violation or code compliance has been observed on this property. A status update will be provided during the hearing.

Policy Objectives

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

Equity Impact Summary

Equity impacts related to this request have not been evaluated.

Budget Implications

The estimated costs of the proposed abatement include the following:

Removal and disposal of items stored outside: \$750.00
Council approved abatement fee per fee schedule: \$350.00
Total: \$1,100.00

Staff Recommendations

Staff recommends the Council direct Community Development staff to abate the above-referenced public nuisance violations at 1765 Chatsworth Street.

Requested Council Action

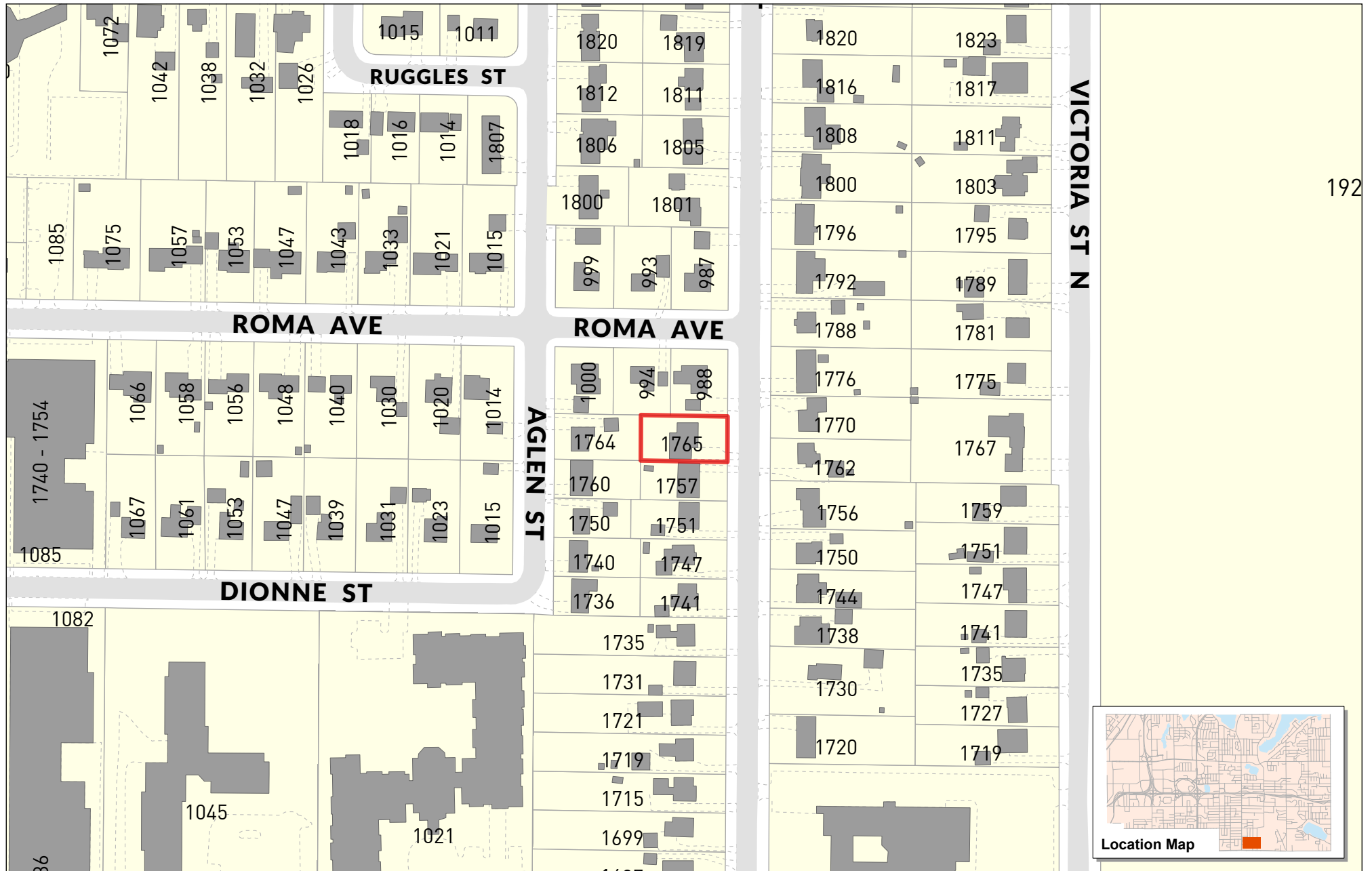
By motion, direct Community Development staff to abate the public nuisance violations at 1765 Chatsworth Street, by notifying a towing company to remove the unlicensed and/or inoperable vehicles from the property and by notifying a separate contractor to remove the referenced junk/ debris from the property.

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

Prepared by: Dave Englund, Building Official

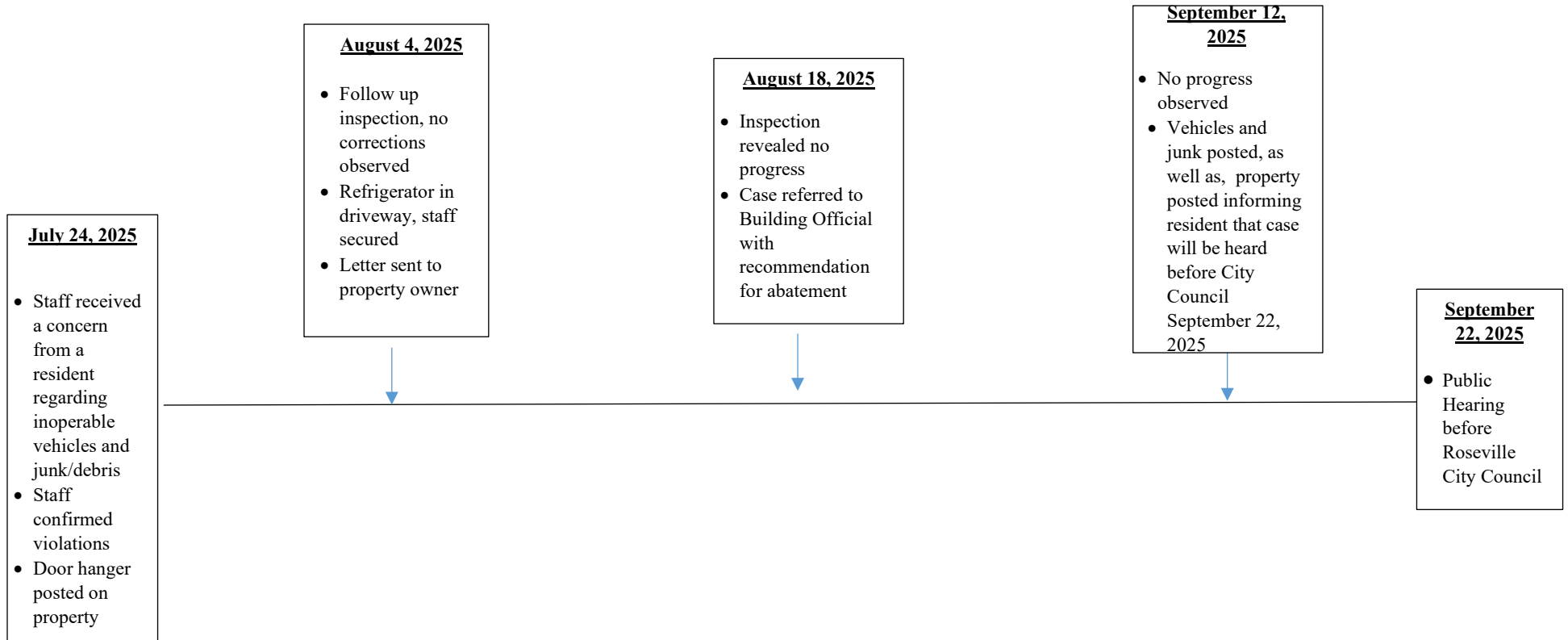
Attachments:

1. Map
2. Timeline
3. Cited City Code Sections
4. Correspondence & Photos



1765 Chatsworth St.

ATTACHMENT 2



CITED CITY CODE SECTIONS

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

C. Debris: An accumulation of tin cans, bottles, trash, uprooted tree stumps, logs, limbs, brush, cut vegetative debris, or other debris of any nature or description and the throwing, dumping or depositing of any dead animals, manure, garbage, waste, decaying matter, ground, sand, stones, ashes, rubbish, tin cans or other material of any kind onto public or private property.

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

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

c. Vehicles of any type in inoperable condition

407.03: NUISANCES AFFECTING PEACE AND SAFETY:

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

407.04: VEHICLES CONSTITUTING A PUBLIC NUISANCE:

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

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

502.03: OFFENSES INVOLVING PUBLIC HEALTH AND SAFETY:

A. Abandoned Ice Boxes: No person shall leave in a place accessible to children any abandoned, unattended or discarded ice box, refrigerator or any other container of any kind which has an airtight snap lock or other device without first removing the snap lock or doors from the ice box, refrigerator or container. (Ord. 244, 5-10-58)

City of Roseville

Community Development Department
2660 Civic Center Drive, Roseville, MN

CODE VIOLATION NOTICE

Date: ~~7/23/25~~ 7/24/25

Address: 1765 Chatsworth St.

Your property has been inspected and the City has identified the following violation(s) which constitute a nuisance. Please refer to checked items below for identified violations:

- ☒ Outside Storage Black Plastic Bags, etc.
Stored outside.
- ☒ Vehicle Unlicensed/Inoperable vehicle
Stored in driveway.
- ☐ Property Maintenance
- ☐ Other

Re-inspection will be conducted in: 10 days ☒
30 days ☐

If you believe your property is not in violation of City Code, you may appeal this determination by contacting the City, using the listed contact number/email below within 7 days from the notice date.

651-792-7014 or complaints@cityofroseville.com

accumulation of tin cans, bottles, trash, uprooted tree stumps, logs, limbs, brush, and other cut vegetative debris, or other debris of any nature on private or public property.

Outside Storage 407.03 | The outside storing or piling of old machinery, furniture, household furnishings, appliances or parts thereof, inoperable/unusable equipment, or other debris visible on public or private property.

Vehicles 407.02 G which requires all vehicles to:

- Have current licensure and registration.
- Be fully parked on concrete, asphalt, or pavers.
- Requires all vehicles to be in operable condition.
- To be owned by a legal resident of the property.

Means of Appeal

1. Means of Appeal. Any person directly affected by a decision of the code official or a notice or order issued under this code shall have the right to appeal to the Roseville City Council or its designee. An application for appeal shall be based on a claim that the true intent of the code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of the code do not fully apply, or the requirements of this code are adequately satisfied by other means.

August 11, 2025

Case #ENF25-471

Lois Glasgow and Donald Glasgow
1765 Chatsworth St N
Roseville MN 55113

Dear Property Owner,

The City previously notified you via door hanger that your property at 2821 Churchill St (Roseville) was in violation of Roseville's City Code. A re-inspection of the property revealed that the initial request has not been fully complied with. The following violations were observed at the follow up inspection:

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

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

- **407.02 G(2)**, Parking and Storage: : The outside parking or storage on residentially-zoned property of vehicles, materials, supplies or equipment in violation of the provisions set forth below:
 - c. Vehicles of any type in inoperable condition
- **407.02 G(4)**, Vehicle Parking, General: No person shall cause, undertake, permit or allow the outside parking and storage of vehicles in residentially-zoned property unless it complies with the following requirements: (Ord. 1288, 8-4-2003) (Ord. 1577, 9-9-2019)
 - a. Vehicles shall be on an improved surface as defined in this Code.
 - b. Vehicles, must be owned by a person who is a legal resident of that property and continuously maintain current registration and licensure. (Ord. 1466, 04-21-2014)
- **407.03 I**, Junk: The outside piling, storing or keeping of old machinery, furniture, household furnishings or appliances or component parts thereof, rusting metal inoperable/unusable equipment, or other debris visible on private or public property.
- **407.02 C**, Debris: An accumulation of tin cans, bottles, trash, uprooted tree stumps, logs, limbs, brush, cut vegetative debris, or other debris of any nature or description and the throwing, dumping or depositing of any dead animals, manure, garbage, waste, decaying matter, ground, sand, stones, ashes, rubbish, tin cans or other material of any kind onto public or private property.

Corrective Measures:

Please make the following corrections by within **5 days** from the date of this notice and keep continuously maintained in compliance thereafter:

- Ensure all vehicles stored outside are operable and display current licensure, move unlicensed and / or inoperable vehicles to storage inside of a structure, or remove inoperable and/or unlicensed vehicles from property.
- Move misc. material and equipment to storage inside of a structure or remove materials from property.

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

This public hearing will be scheduled at future City Council meeting. You will be notified of the date. City Council meetings are held in the City Council Chambers located at 2660 Civic Center Drive and begin at 6:00 p.m. I encourage you to attend this meeting. You will be given the opportunity to speak. If you have any questions regarding this matter, please contact me at 651-792-7083.

Sincerely,
Chris Bolstad
Code Compliance Coordinator
Chris.bolstad@cityofroseville.com 651-792-7083



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

September 12, 2025

Case #ENF25-471

Lois Glasgow and Donald Glasgow
1765 Chatsworth St N
Roseville MN 55113

RE: 1765 Chatsworth St, Roseville MN 55113

Dear Property Owner:

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

- Unlicensed and inoperable vehicles stored outside on property.

This is a violation of Roseville's City Code, specifically:

- **407.03 I, Junk:** The outside piling, storing or keeping of old machinery, furniture, household furnishings or appliances or component parts thereof, rusting metal inoperable/unusable equipment, or other debris visible on private or public property.
- **407.02 G, (2) Parking and Storage:** The outside parking or storage on residentially-zoned property of vehicles, materials, supplies or equipment in violation of the provisions set forth below:
 - a. Trailers of any type, unless completely placed on an improved surface as defined in this Code and stored no closer than five (5) feet of a property line; or
 - b. Boats or watercraft of any type in excess of 20 foot length; or
 - c. Vehicles of any type in inoperable condition; or
 - d. Vehicles of any type that are posted as "for sale"; or
 - e. Recreational vehicles as defined by State Statute, unless stored completely on an improved surface, as defined in this Code and meeting a five (5) foot setback requirement to a property line and no portion of the vehicle may be stored on or over the Public Right of Way.
- **407.04. Vehicle Parking, General:** No person shall cause, undertake, permit or allow the outside parking and storage of vehicles in residentially-zoned property unless it complies with the following requirements:
 - a. Vehicles shall be on an improved surface as defined in this Code.
 - b. Vehicles, must be owned by a person who is a legal resident of that property and continuously maintain current registration and licensure.



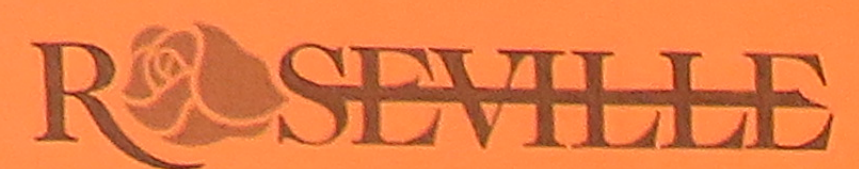
Corrective Measures:

- Remove the following from property or move to storage inside of a structure: old machinery, furniture, household furnishings or appliances or component parts thereof, rusting metal inoperable/unusable equipment, or other debris.
- Move unlicensed and inoperable vehicles to storage inside of a structure, ensure all vehicles display current registration and are in operable condition, or remove inoperable and/ or unlicensed vehicles from property from property.

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

This public hearing will be scheduled for an upcoming City Council meeting on **September 22, 2025**. City Council meetings are held in the City Council Chambers located at 2660 Civic Center Drive and begin at 6:00 p.m. I encourage you to attend the meeting. You will be given the opportunity to speak. If you have any questions regarding this matter, please contact me at 651-792-7087.

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



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

September 12, 2025

Case #ENF25-471

Lois Glasgow and Donald Glasgow
1765 Chatsworth St N
Roseville MN 55113

RE: 1765 Chatsworth St, Roseville MN 55113

Dear Property Owner:

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

- Unlicensed and inoperable vehicles stored outside on property.

This is a violation of Roseville's City Code, specifically:

- **407.03 I, Junk:** The outside piling, storing or keeping of old machinery, furniture, household furnishings or appliances or component parts thereof, rusting metal inoperable/unusable equipment, or other debris visible on private or public property.
- **407.02 G, (2) Parking and Storage:** The outside parking or storage on residentially-zoned property of vehicles, materials, supplies or equipment in violation of the provisions set forth below:
 - a. Trailers of any type, unless completely placed on an improved surface as defined in this Code and stored no closer than five (5) feet of a property line; or
 - b. Boats or watercraft of any type in excess of 20 foot length; or
 - c. Vehicles of any type in inoperable condition; or
 - d. Vehicles of any type that are posted as "for sale"; or
 - e. Recreational vehicles as defined by State Statute, unless stored completely on an improved surface, as defined in this Code and meeting a five (5) foot setback requirement to a property line and no portion of the vehicle may be stored on or over the Public Right of Way.
- **407.04. Vehicle Parking, General:** No person shall cause, undertake, permit or allow the outside parking and storage of vehicles in residentially-zoned property unless it complies with the following requirements:
 - a. Vehicles shall be on an improved surface as defined in this Code.
 - b. Vehicles, must be owned by a person who is a legal resident of that property and continuously maintain current registration and licensure.

2660 Civic Center Drive ♦ Roseville, Minnesota 55113
651-792-ROSE ♦ TDD 651-792-7399 ♦ www.ci.roseville.mn.us
Recycled paper - 30% post-consumer content



Corrective Measures:

- Remove the following from property or move to storage inside of a structure: old machinery, furniture, household furnishings or appliances or component parts thereof, rusting metal inoperable/unusable equipment, or other debris.
- Move unlicensed and inoperable vehicles to storage inside of a structure, ensure all vehicles display current registration and are in operable condition, or remove inoperable and/ or unlicensed vehicles from property from property.

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

This public hearing will be scheduled for an upcoming City Council meeting on September 22, 2025. City Council meetings are held in the City Council Chambers located at 2660 Civic Center Drive and begin at 6:00 p.m. I encourage you to attend the meeting. You will be given the opportunity to speak. If you have any questions regarding this matter, please contact me at 651-792-7087.

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

2660 Civic Center Drive ♦ Roseville, Minnesota 55113
651-792-ROSE ♦ TDD 651-792-7399 ♦ www.ci.roseville.mn.us
Recycled paper - 30% post-consumer content











MINNESOTA Department of Natural Resources
Watercraft Registration Decal
24
Registration: MN 5679 EL
Expires: DEC 31, 2024
Type: 1900
Hull: 1900
Hull: 1900

Candia 190
Brougham
MN 5679 EL







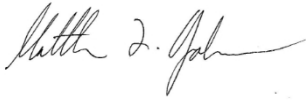


ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/22/2025

Item No.: 9.d.

Department Approval



City Manager Approval



Item Description: Approve Agreement With Stantec Environmental Consulting to Complete Natural Resources Work

Background

The City of Roseville has a long history of commitment to the stewardship of its natural resources within parks. The City's first Natural Resources Management Plan was developed in 2002, followed by significant investment through the Natural Resources Renewal Program (NRR). Launched in 2014 as part of the Parks Renewal Program, the NRR supported ecological restoration across the park system and engaged hundreds of volunteers in improving the natural resources in their parks. Between 2014 and 2023, more than 200 natural resources projects were completed. These projects were supported by \$1.5 million from the Park Renewal Program and more than \$600,000 in grant funds. These efforts reduced invasive species, increased native plantings, and created a robust volunteer stewardship network.

By 2023, the initial NRR project list was largely complete, prompting discussion by staff, the Parks and Recreation Commission, and the City Council about the next phase of natural resources work. In December 2023, the City engaged Stantec Environmental Consulting to update the Natural Resources Master Plan and complete an assessment of the City's natural spaces. The assessment found:

- Most Roseville natural areas show clear positive impacts from past and ongoing management efforts
- Of the 276 acres of inventoried park natural areas, about 50% (138 acres) showed healthy native ground cover (75% or greater), while 11% (33 acres) were dominated by invasive species (less than 25% native coverage).
- More than 36 native species planted through the Natural Resources Renewal Program remain prevalent, demonstrating lasting program impacts,
- Invasive species have been significantly reduced since 2014, but herbaceous invasives and resprouting woody species remain a persistent threat to habitat quality.
- Ecological conditions vary; some oak woodlands and prairies are recovering well, while others face erosion, trampling, or low diversity.

- Without sustained management, gains from the Renewal Program risk being lost, and degraded areas could further decline.

To sustain and build upon this progress, the 2024 Natural Resources Management Plan (NRMMP) was adopted in November 2024. The plan provides an updated vision, goals, and a detailed project list to guide ecological restoration and management efforts for the next five to ten years.

This summer, based on the presence of a detailed plan, the demonstrated need, Roseville and Stantec's history of success in natural resources management, and the City's investment in the program, the City of Roseville was awarded a \$500,000 Conservation Partners Legacy (CPL) Grant from the Minnesota Department of Natural Resources to begin implementing the 2024 NRMMP (Attachment #2).

The CPL Grant Program funds conservation projects that restore, enhance, or protect forests, wetlands, prairies, and habitat for fish, game, and wildlife in Minnesota. Funding for the CPL grant program is from the MN Outdoor Heritage Fund. In Roseville specifically, this grant will support the restoration and enhancement work in 23 parks covering more than 170 acres, including oak woodland/forest, prairie/savanna, wetlands, and shoreline habitats. Volunteer stewardship, environmental education, and equity considerations are central components of the grant, which will fund work through June 2028.

Following receipt of the grant, staff worked with Stantec to outline a scope of work. The enclosed proposal encompasses the professional services required to implement the grant-funded projects, including ecological restoration, monitoring, and integration of volunteer stewardship with contractor work. The plan will impact 23 parks and 170 Acres, including:

- 16 acres of prairie and oak savanna
- 145 acres of oak woodland and forest habitat
- 12 acres of wetland, pond and shoreline restoration
- 170 acres of herbaceous invasive Control
- 170 acres of woody invasive control
- 10 acres of controlled burns
- 25 acres selective tree removal
- Support for 60 volunteer events
- 130 acres of native seeding
- Supplemental plug planting
- Updated project maps and documentation for tracking ecological improvements
- Ongoing education and engagement opportunities for residents

- Public-facing communication tools to demonstrate the City's progress

In total, the scope of work would accomplish two-thirds of the projects outlined in the 2024 Natural Resources Management Plan Update.

Work is planned to begin this fall and span through at least June 2028, with the possibility of increasing the scope and reach of the work if additional funds can be procured. In total, the scope of work would accomplish 2/3 of the projects that are outlined in the 2024 Natural Resources Management Plan Update.

Policy Objectives

This project advances the City's strategic priority of Parks and Natural Environment – Goal #2: Roseville's natural environment is actively protected and restored. Specifically, it:

- Implements the 2024 NRMMP's vision of ecologically resilient, educational, and accessible natural areas.
- Preserves and restores significant natural resources and habitats across the park system.
- Promotes volunteer engagement, community stewardship, and educational opportunities.
- Supports the 2040 Comprehensive Plan and the City's values of community, accountability, equity, and sustainability.

Equity Impact Summary

The implementation of the 2024 Natural Resources Management Plan through the CPL grant advances Roseville's commitment to environmental equity and inclusive access to natural spaces.

- **Prioritization of Underserved Areas:** A significant portion of the planned restoration work will occur in Census Tract 416.02, Roseville's most diverse neighborhood, ensuring that historically underrepresented residents directly benefit from enhanced natural spaces.
- **Inclusive Engagement:** The project integrates more than 60 volunteer stewardship events, offering opportunities for residents of all backgrounds to contribute to environmental improvement, build connections, and gain environmental education.
- **Shared Benefits:** Restored habitats improve water quality, biodiversity, and park aesthetics, providing community-wide benefits while ensuring equitable access to high-quality natural areas across the City.
- **Climate Resilience:** Because climate and environmental impacts often disproportionately affect marginalized communities, the project's focus on restoring resilient ecosystems also supports broader community health and well-being.

104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128
129

Budget Implications

The enclosed agreement is for pre-approved tasks to be completed on a time and material basis, up to \$685,000.

\$500,000 will be funded through the CPL Grant.

The remainder (\$185,000) will be funded through currently programmed CIP dollars:

- \$50,000 in 2025
- \$50,000 in 2026
- \$50,000 in 2027
- \$35,000 in 2028

Staff Recommendations

Authorize the mayor and City Manager to sign the enclosed agreement with Stantec Environmental Consulting for completion of the work outlined in the CPL Grant application, as outlined in their proposal.

Requested Council Action

Authorize the mayor and City Manager to sign the enclosed agreement with Stantec Environmental Consulting for completion of the work outlined in the CPL Grant application, as outlined in their proposal, pending final legal review.

Prepared by: Matthew Johnson, Parks and Recreation Director
Jim Taylor, Parks Superintendent

Attachments: 1. Professional Services Agreement with Stantec for Execution of CPL Grant
2. 2025 MN DNR CPL Grant Agreement
3. Presentation

130

CITY OF ROSEVILLE PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“Agreement”) is made on the 22 day of September, 2025, between the City of Roseville, a Minnesota municipal corporation (the “City”), and Stantec Consulting Services Inc, the “Contractor”, each a “Party” and together the “Parties”).

1. Scope of Work. The Contractor agrees to provide the professional services described in **Exhibit A** (“Work”) which is attached to this Agreement and incorporated by this reference. All Work provided by Contractor under this Agreement shall be provided in a manner consistent with the level of care and skill ordinarily exercised by professional consultants currently providing similar services.

2. Term and Termination. The term of this Agreement will commence on September 22, 2025. Unless extended by written agreement of the Parties, this Agreement will terminate no later than June 1, 2028 or upon completion of the Work, whichever occurs first. This Agreement may be terminated earlier by either Party with or without cause, by delivering, a written notice at least thirty (30) days prior to the date of such termination to the other Party. The date of termination shall be stated in the notice. Upon termination the Contractor shall be paid for services rendered and eligible reimbursable expenses incurred by the Contractor through and until the date of termination. If the City terminates this Agreement for cause, the notice shall so-state, and no further payment shall be due to the Contractor following the delivery of the termination notice.

3. Compensation for Work. The City agrees to compensate Contractor the in accordance with **Exhibit B** attached hereto for the Work. Any changes in the Work which may result in an increase to the compensation due the Contractor shall require prior written approval of the City.

4. Method of Payment. Following the conclusion of each calendar month, Contractor must submit an itemized invoice detailing actual hours worked and actual expenses incurred for Work performed under this Agreement during the previous month. Invoices submitted shall be paid in the same manner as other claims made to the City. Invoices shall contain the following:

- a. For compensation based on hours worked by various individuals, for each individual, their name, job title, the number of hours worked, rate of pay and description of the Work performed. For reimbursable expenses an itemized listing including, as applicable, receipts for such expenses.
- b. Upon request of the City, Contractor must also provide the City’s project number, a progress summary showing the original (or amended) amount of the Agreement, the current billing, past payments, the unexpended balance due under the Agreement.
- c. A statement dated and signed by the Contractor: “I declare under penalty of perjury that this account, claim, or demand is just and correct and that no part of it has been paid.”

5. Representatives and Notices: The below-named individuals will act as the representatives of the Parties with respect to the work to be performed under this Agreement. Any termination

notice issued under this Agreement shall be either hand delivered or sent by U.S. Mail to the below-named individuals:

To City:

City of Roseville
2660 Civic Center Drive
Roseville, MN 55113
Attn: [NAME, TITLE]

To Contractor:

Stantec Consulting Services
2963 Yorkton Boulevard Suit C.
Little Canada, MN, 55117
Attn: Paul Bockenstadt

6. Assignment or Subcontracting. The Contractor shall not assign or enter into subcontracts for services provided under this Agreement without the written consent of the City. If subcontracts are approved and entered into, the Contractor shall promptly pay any subcontractor involved in the performance of this Agreement as required by, and the Contractor shall otherwise comply with, the State Prompt Payment Act.

7. Independent Contractor. All Work provided pursuant to this Agreement shall be provided by Contractor as an independent contractor and not as an employee of the City for any purpose. Any and all officers, employees, subcontractors, and agents of Contractor, or any other person engaged by Contractor in the performance of the Work pursuant to this Agreement, shall not be considered employees of the City. Contractor, its employees, subcontractors, or agents shall not be entitled to any of the rights, privileges, or benefits of the City's employees, except as otherwise stated herein.

8. Annual Review. Following the anniversary date of each year of this Agreement, the City shall have the right to conduct a review of the performance of the Work performed by the Contractor under this Agreement. The Contractor agrees to cooperate in such review and to provide such information as the City may reasonably request. Following each performance review the Parties shall, if requested by the City, meet and discuss the performance of the Contractor relative to the remaining Work to be performed by the Contractor under this Agreement.

9. Compliance with Laws and Regulations. The Contractor shall comply with all federal, state and local laws, statutes, ordinances, rules and regulations in the performance of the Work.

10. Non-Discrimination. During the performance of this Agreement, the Contractor shall not discriminate against any person, contractor, vendor, employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age. The Contractor shall post in places available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause and stating that all qualified applicants will receive consideration for employment. The Contractor shall incorporate the foregoing requirements in all of its subcontracts for Work done under this Agreement and will require all of its subcontractors performing such Work to incorporate such requirements in all subcontracts for the performance of the Work. The Contractor further agrees to comply with all aspects of the Minnesota Human Rights Act, Minnesota Statutes 363.01, et. seq., Title VI of the Civil Rights Act of 1964, and the Americans with Disabilities Act.

11. Data Practices Act Compliance. Contractor acknowledges that all data provided, produced, or obtained under this Agreement shall be protected, maintained, and administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (the “Act”), and that with regard to such data Contractor must comply with the Act as if it were a government entity. Contractor will immediately report to the City any requests from third Parties for information relating to this Agreement.

12. Audit Disclosure. Under Minn. Stat. § 16C.05, subd. 5, Contractor’s books, records, documents, and accounting procedures and practices relevant to this Agreement, including books and records of any approved subcontractors, are subject to examination by the City and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years after the termination of this Agreement.

13. Indemnification. The Contractor agrees to defend, indemnify and hold the City, and its mayor, councilmembers, officers, agents, employees, and representatives harmless from and against all liability, claims, damages, costs, judgments, losses and expenses, including but not limited to reasonable attorney’s fees, arising out of or resulting from any negligent or wrongful act or omission of the Contractor, its officers, agents, employees, contractors and/or subcontractors, pertaining to the performance or failure to perform the Work. Nothing herein shall be construed as a limitation on or waiver of any immunities or limitations on liability available to the City under Minnesota Statutes, Chapter 466, or other law.

14. Insurance. Prior to starting the Work and during the full term of this Agreement, the Contractor shall procure and maintain insurance Contractor shall obtain, at Contractor's expense, as follows:

- a. Workers Compensation insurance in accordance with Minnesota law;
- b. [Professional Liability Insurance covering any damages caused by an error, omission or any negligent act.] AND/OR [General Liability Coverage against claims for bodily injury, death, or property damage arising out of Contractor’s performance of duties under this Agreement];
- c. [automobile insurance for owned, hired and non-owned vehicles];
- d. Coverage shall be sufficiently broad to cover to all duties and obligations undertaken by Contractor in this Agreement including duties related to indemnification;
- e. Insurance must be on an “occurrence” basis, and, other than Workers Compensation, the limits of such policies must be no less than \$1,000,000 per occurrence and \$1,500,000 aggregate.

- f. Policies must be held by insurance companies licensed to do business in the state in Minnesota and having a current A.M. Best rating of no less than A-, unless otherwise agreed to by the City in writing.
- g. Contractor must provide a copy of: (i) a certification of insurance satisfactory to the City, and (ii) if requested, the Contractor's insurance declaration page, riders and/or endorsements, as applicable, which evidences the compliance with this Paragraph, must be filed with the City prior to the start of Contractor's Work. Such documents evidencing insurance shall be in a form acceptable to the City and shall provide satisfactory evidence that the Contractor has complied with all insurance requirements.

15. Ownership of Documents. All plans, diagrams, analysis, reports and information generated in connection with the performance of this Agreement (the "Information") shall become the property of the City, but the Contractor may retain copies of such documents as records of the services provided. The City may use the Information for any reasons it deems appropriate without being liable to the Contractor for such use. The Contractor shall not use or disclose the Information for purposes other than performing the Work contemplated by this Agreement without the prior consent of the City.

16. Conflicts. No salaried officer or employee of the City and no member of the City Council of the City shall have a financial interest, direct or indirect, in this Agreement. The violation of this provision shall render this Agreement void.

17. Waiver. Any waiver by either Party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement or either Parties' ability to enforce a subsequent breach.

18. Governing Law. This Agreement shall be controlled by the laws of the State of Minnesota. Any disputes, controversies, or claims arising under this Agreement shall be heard in the state or federal courts of Minnesota and the Parties waive any objections to jurisdiction.

19. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be considered an original.

20. Severability. The provisions of this Agreement are severable. If any portion hereof is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision shall not affect the remaining provisions of this Agreement.

21. Entire Agreement. Unless stated otherwise in this, the entire agreement of the Parties is contained in this Agreement. This Agreement supersedes all prior oral agreements and negotiations between the Parties relating to the subject matter hereof as well as any previous agreements presently in effect between the Parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the Parties, unless otherwise provided herein.

IN WITNESS WHEREOF, the undersigned Parties have entered into this Agreement as of the date set forth above.

CITY OF ROSEVILLE

[CONSULTANT]

By: _____
Mayor

By: _____
Its: _____

By: _____
City Manager

By: _____
Its: _____

EXHIBIT A

WORK

The contractor shall perform the work outlined in the CPL Implementation Proposal, Dated August 29, 2025.

EXHIBIT B

COMPENSATION

Stantec will invoice the City of Roseville for services rendered based on time and materials, not to exceed a total of \$685,000. Stantec Please has accounted for prevailing wages for types of labor for the project that fit prevailing wage categories and requirements.

Proposed tasks and budgets must be pre-approved by the Parks Superintendent or Parks and Recreation Director at monthly planning meetings.

Invoices and tasks must be itemized as required by the CPL grant process.



Stantec Consulting Services Inc.
2963 Yorkton Boulevard, Suite C
Little Canada MN 55117-2089

August 29, 2025

Project/File: 239080124

Roseville Parks & Recreation

Jim Taylor, Parks Superintendent
2660 Civic Center Drive
Roseville, MN 55113

Dear Jim,

Thank you for the opportunity to provide this proposal for assisting with restoration in Roseville's parks! We are enthusiastic about the potential to work with you, Roseville Parks staff, and the Volunteer Stewardship Network on implementing the Roseville Parks Wildlife Enhancement Project CPL grant work plan. Please let us know if you have any questions or if there are any modifications we can make to our proposal and proposed work plan to best suit your project needs!

Best regards,

Stantec Consulting Services Inc.

A handwritten signature in blue ink, appearing to read "Larissa Mottl", positioned above a horizontal red line.

Larissa Mottl M.S.
Senior Ecologist/Project Manager
Phone: (651) 372-4132
larissa.mottl@stantec.com

A handwritten signature in blue ink, appearing to read "Paul Bockenstedt", positioned above a horizontal red line.

Paul Bockenstedt M.A.
Senior Associate/Senior Ecologist
Phone: (651) 775 5331
paul.bockenstedt@stantec.com

stantec.com

Attachment: Proposal

Reference: CPL Grant Implementation Proposal

1 Project Understanding & Approach

We understand that the Roseville Parks Wildlife Enhancement Project will focus on enhancing prairie, savanna, forest, wetland and shoreline habitats across 170 acres and 23 parks starting this fall through June 30, 2028. The project will be striving to improve fish and wildlife habitat, water quality, biodiversity, and habitat for rare species. We understand that closely coordinating with staff and the Volunteer Stewardship Network will be essential for implementing enhancement activities so that our assistance can be right sized for each park's needs, timed appropriately, and can best support community involvement.

We envision our role and approach to this project as providing specialized equipment, tools, training, and experienced staff to conduct portions of the grant work plan. We are also eager to support community involvement by helping identify and scope activities for volunteer events and support other hands-on volunteer opportunities.

2 Background & Experience

2.1 Why Stantec?

Stantec staff have been extraordinarily fortunate to assist Roseville in successfully conducting a wide variety of natural resources planning and ecological restoration projects throughout the City's park system since 2000. Our staff have strived over those years to achieve the goals of the City and its residents, and to provide cost-effective and durable outcomes for natural resources projects.

Our natural resources work with Roseville began with the first Roseville Parks Natural Resources Management Plan in 2000 and has continued through the Park Renewal Program years and most recently in updating the Parks Natural Resources Master Plan in 2024. We have assisted with the development of the Parks Volunteer Stewardship Network and efforts to attract and retain volunteers as well as guide and sustain the remarkable drive and enthusiasm they exhibit!

Our goal is to help you make the most of resources available to conduct cost-effective ecological restoration that endures and supports the enhancement of park natural resources. We will utilize the most current ecological restoration science and work closely with you to ensure that tasks employed are consistent with your vision for the parks and your goals and objectives in the 2024 Master Plan. We look forward to utilizing our decades of experience in ecological restoration and our knowledge of Roseville's park system and existing conditions to help you achieve the project's objectives.

Reference: CPL Grant Implementation Proposal

2.2 Company Background

Stantec is a publicly traded, multi-disciplined international firm with over 30,000 employees and over 250 offices in North America. Over 4,000 of these employees are environmental/natural resources staff. With more than 12 offices and over 200 natural resources staff delivering ecological restoration contracting services in the upper Midwest, Stantec is a full-service natural resources firm offering inventory, management planning, restoration design and on-the-ground implementation (ecological restoration contracting) services. Stantec began as a corporation in the early 1950s. Additional information on Stantec can be found at www.stantec.com or provided upon request.

We have a resource pool of highly talented and skilled staff who have much to offer our public and private clients. We are a knowledge-based organization with employees who are passionate about their work. Stantec's diverse technical experience allows our multidisciplinary teams to address environmental challenges in today's ever evolving landscape.

Stantec provides ecological restoration contracting services in the Midwest out of offices in Minnesota, Wisconsin, Ohio, Kansas, Michigan, Indiana, and Illinois. Our restoration services team is supported by local botanists, wildlife biologists, wetland scientists, archaeologists, soil scientists, water resources engineers, GIS technicians, environmental planners, and others. We focus on ecosystem restoration as a core business area because we believe in the importance of diverse, stable, and resilient natural areas.

Our ecosystem restoration team provides site assessment and restoration planning, invasive species mapping and control, GIS analysis and data management, native seed and plant installation, erosion and sediment control, site stewardship, and management techniques such as prescribed burning and herbicide application. We have the capacity to conduct restoration projects that range in size from small sites in neighborhood parks to projects as large as county-wide park system natural areas. Our restoration teams in the upper Midwest work closely with each other and share resources, which allows us to draw on staff and equipment from multiple locations in the region, applying best-fit skills and staff to projects.

Stantec also provides fully integrated design/build ecological restoration services. With water resource engineers, stream restoration design engineers, wetland scientists, restoration ecologists, landscape ecologists, wildlife biologists, archaeologists, public engagement specialists, and many other disciplines in our local offices, we have the ability to draw on staff in a wide variety of disciplines who regularly work together to complete design/build restoration projects.

Our staff have a strong background in public participation and volunteer engagement. We have assisted numerous communities in the Twin Cities and upper Midwest to thoughtfully seek input to help guide the future direction of their communities and regularly assist our clients with designing and implementing volunteer events and programs to assist with ecological restoration projects.

Also, having the ability for our on-the-ground restoration contracting staff to work directly with our technical staff during design development results in solutions which are cost-effective and endure. Over the last 20

Reference: CPL Grant Implementation Proposal

years, Stantec has become a leading full-service, natural resource planning, design, and management firm in the upper Midwest. We pride ourselves on doing work that is based on solid science that brings added value to our clients' projects.

2.2.1 Committed to Safety

Stantec is committed to the safety of its employees and the communities we serve - we are all interconnected. Not just as colleagues and friends, but as individuals committed to safeguarding our own well-being, that of our communities, and our loved ones.

Our shared responsibility is to look out for each other, be situationally aware, have honest safety conversations to build trust, and follow our health and safety practices. This shared responsibility begins with each of us—our individual commitments form our collective responsibility to create a safe and healthy environment for all.

Everyone working for Stantec is responsible and accountable for Stantec's health, safety, and security performance. Management, supervisors, employees, and subcontractors are expected to understand their roles and responsibilities as outlined by the Health, Safety, Security, and Environment Program and to comply with the practices of the Occupational Health and Safety Management System.

Stantec has a robust set of practices and procedures that ensure safety is considered in all aspects of our work. Restoration crew members adhere to project-specific safety plans, participate in regular tailgate safety meetings and cultivate a culture of safety. Stantec requires that crew members are trained on specific practices and equipment and have demonstrated proficiency in use of specific pieces of equipment for the tasks to be completed.

2.3 Meet Our Project Team

2.3.1 Stantec's Project Management

Larissa Mottl, Senior Ecologist/Project Manager

Larissa Mottl is proposed to be Stantec's project manager and main point of contact for this project. Larissa has over two decades of experience conducting ecological restoration projects, including sites with significant cultural and ecological sensitivity. Larissa has been intimately involved in ecological restoration projects with Roseville since arriving at Stantec, including planning restoration work, developing the Parks Natural Resources Master Plan Update, working with volunteers, and more. Prior to joining Stantec, Larissa was Regional Coordinator for 53 MN DNR Scientific & Natural Areas, including sites in the Twin Cities and throughout central and southeast Minnesota. Larissa's attention to detail in restoration design and successful completion of field restoration activities at sensitive sites will benefit the overall project. Larissa's skills and knowledge are an exceptionally good fit for this project.

Reference: CPL Grant Implementation Proposal

Paul Bockenstedt, Senior Ecologist

We propose that Paul will serve as a senior ecologist throughout the duration of this project. Paul has over 35 years of experience in ecological restoration and importantly 25 years of experience working on Roseville projects, including being lead ecologist and project manager for all Stantec (Bonestroo) projects since 2000. Because Paul has site-specific knowledge of and past natural resources management history at each of the sites, his experience will help inform the adaptive management process that is vital for natural resources projects. Paul's knowledge of local residents and volunteers will also contribute to successful outcomes for the project.

2.3.2 Additional Key Personnel

Joel Varner, Ecosystem Restoration Operations Coordinator/Equipment Operator

Joel has more than 15 years of experience conducting and supervising crews to complete restoration projects, including work with Conservation Corps of Minnesota & Iowa, another restoration contracting firm, and at Stantec since 2015. Joel coordinates work and oversees field restoration work. Joel is also an experienced equipment operator on numerous projects with sensitive features, including work in seepage meadow and fen wetland areas, as well as cultural sites. Joel has been a key staff person for Roseville ecological restoration projects since 2015. Joel's on-the-ground knowledge and experience with tools, timing and methods specific to Roseville Parks will be extremely valuable for achieving cost-effective and ecologically sound outcomes for the CPL Grant-funded project.

Peter Lechnir, Senior Restoration Ecologist

Peter will serve as a supporting Senior Restoration Ecologist for the Roseville project. Peter has fifteen years of restoration experience. His diverse natural resource background includes specializing in managing grassland, woodland, and forest restoration projects. He designs, implements, and manages ecological restoration projects that involve invasive species control, native plant establishment, wetland mitigation, and site monitoring. Peter's restoration experience has included tasks such as mechanical, biological, and chemical control of invasive species, native plant installation, prescribed burning, streambank stabilization, erosion control, and data collection/processing. His responsibilities include resource scheduling, coordination and planning, crew and equipment delegation, ecological consulting, and material procurement. Prior to joining Stantec, Peter served as senior manager of natural areas for the New York City Parks Department for eight years. Peter holds the following certifications: S-130, S-190, L-180, S-131, and S-133 Wildland Fire Certifications; Watershed Specialist, UMN; Certified Ecological Restoration Practitioner, Society of Ecological Restoration; Certified Arborist, Tree Risk Assessment Qualification (TRAQ), ISA; Certificate of Erosion & Sediment Control, New York State Department of Environmental Conservation; and Adult CPR/First Aid Certification.

Reference: CPL Grant Implementation Proposal

Senior Ecosystem Restoration Technicians

We intend to deliver services in Roseville Parks with our Minnesota-based staff. We anticipate that during any crew mobilization we will have one or more Senior Ecosystem Restoration Technicians to oversee restoration crew members to ensure quality work is completed as intended, in a manner that is sensitive to both ecological and cultural resources. Importantly, almost all of our restoration crew members have worked on Roseville Parks projects and know the sites well – this will help improve efficiency of work and enable quality outcomes. Below is a list of Senior Ecosystem Restoration Technicians that we anticipate being most closely involved in the project, followed by key activities/roles and years of experience conducting ecological restoration

Chance Berg, Senior Ecosystem Restoration Technician -- brings more than ten years of experience in executing ecological restoration projects, including serving as a crew leader in southeast Minnesota for Conservation Corps of Minnesota & Iowa. Chance's demonstrated attention to detail and sensitivity to client needs will be valuable for successful execution of this project. Chance is anticipated to be one of the field leads for conducting quality work in a sensitive manner. He is an experienced equipment operator (skid steer/forestry mower, tractor) who has conducted work on numerous sensitive sites. He has a Minnesota Pesticide Applicator License (A Core, F Aquatic, J Natural Areas, Forestry, and Right-of-Ways). Chance has been involved in restoration projects at Roseville Parks for more than five years.

Angeline Erickson, Senior Ecosystem Restoration Technician – is a crew leader and equipment operator (forestry mower, tractor) with more than six years of experience conducting ecological restoration in the upper Midwest conducting initial invasive woody management, follow-up foliar treatment of invasive woody resprouts/seedlings and spot treatment of invasive weeds. She has a Minnesota Pesticide Applicator License (A Core, F Aquatic, J Natural Areas, Forestry, and Right-of-Ways). Angeline has been involved in restoration projects at Roseville Parks for more than five years.

Mark Drumm, Senior Ecosystem Restoration Technician – has four years of experience conducting ecological restoration work. Mark's experience includes invasive woody control, native seeding, native planting, tree planting, invasive/noxious management, erosion control and prescribed fire. He is also experienced in GIS and the use of ArcGIS Online Field Maps. Mark Drumm has a BA degree in Environmental Science and a BS degree in GIS from the University of Minnesota – Duluth. He has a Minnesota Pesticide Applicator License (A Core, F Aquatic, J Natural Areas, Forestry, and Right-of-Ways). Mark has been involved in restoration projects at Roseville Parks for more than four years.

Louis Trojan, Senior Ecosystem Restoration Technician -- is an equipment operator (skid steer/forestry mower, tractor) with four years of experience conducting a wide variety of ecological restoration work at Stantec. He has a Minnesota Pesticide Applicator License (A Core, F Aquatic, J Natural Areas, Forestry, and Right-of-Ways). Louis has been involved in restoration projects at Roseville Parks for more than four years.

Jon Sodergren, Senior Ecosystem Restoration Technician – is a crew leader with four years of experience conducting ecological restoration work. Jon's field work includes native seeding, native planting,

Reference: CPL Grant Implementation Proposal

tree planting, invasive species management, erosion control and prescribed fire. He is also experienced in GIS. Jon has a BS degree in Biology/Field Ecology and Life Sciences from St. Cloud State University where he graduated with honors. He has a Minnesota Pesticide Applicator License (A Core, F Aquatic, J Natural Areas, Forestry, and Right-of-Ways). He has extensive experience with UTV/ATV and John Deere equipment operation. He is knowledgeable in plant and avian identification along with acoustic detectors for avian surveys. Jon has been involved in restoration projects at Roseville Parks for more than four years.

Ecosystem Restoration Technicians

We have numerous Ecosystem Restoration Technicians who will work under the direction of the Project Manager, Senior Ecologist, and Senior Ecosystem Restoration Technicians, including:

Garret Friedrichsen –Garret has six years of experience at Stantec based out of our Little Canada, MN location. Garret has worked on many Roseville parks conducting initial invasive woody management, follow-up foliar treatment of invasive woody resprouts/seedlings, spot treatment of invasive weeds, seeding, and planting. He is a graduate of the University of Northwestern. Garret has been involved in restoration projects at Roseville Parks for more than five years.

Nora Darcy – Nora has been with Stantec for four years based out of our Eagan, MN location. She has experience in all restoration tasks, including prescribed burns. Nora has been involved in restoration projects at Roseville Parks for more than three years.

Abby Daniel – Abby joined Stantec in spring 2024 as an Ecosystem Restoration Technician. Abby conducts a wide variety of hands-on vegetation management work and has been involved in restoration projects at Roseville Parks over the past year. She holds a master's degree from the University of Minnesota and has exceptional plant identification skills.

2.4 Project Examples & References

Below are select project/client examples with brief descriptions. We would be happy to provide references for these and other projects upon request.

2.4.1 Woodbury (MN) Ecological Restoration Projects

Stantec serves as on-call ecological consultant and contractor for the City of Woodbury. Stantec has conducted ecological restoration of over 300 acres of woodland, wetland, and prairie within City Park open spaces. We have conducted restorations of multiple wetlands, as well as native wetland and buffer vegetation restoration among remnant wetlands and stormwater basins.

Our wetland scientists, civil survey team, and engineers have designed and constructed multiple historic wetland restorations throughout the city since the mid-1990s. Stantec has also assisted Woodbury with

Reference: CPL Grant Implementation Proposal

comprehensive park planning for natural resources and long-term natural areas maintenance activities including seeding, spot weed treatment, biocontrol releases, prescribed burning, and others.

In 2023 Stantec ecologists led by Larissa Mottl and Paul Bockenstedt began a project to conduct ecological restoration on sites that are under Conservation Easements held by Washington County. That project includes three sites in Woodbury and will complete approximately \$500K of ecological restoration work through May 2026.



Woodbury Park Open Space woodland restoration during initial shredding winter of 2012-13 (top), and late spring following initial treatment with good re-expression of pre-existing native herbaceous layer (right).

2.4.2 Sunfish Lake Park Reserve – Lake Elmo, MN

Stantec Senior Ecologist Larissa Mottl developed restoration designs for Sunfish Lake Park in Lake Elmo that have been utilized to secure multiple phases of grant funding totaling more than \$525K to enhance over 180 acres of oak woodland (2020-2026). Stantec's restoration crews are currently conducting on-the-ground vegetation management to achieve the goals for the project. Activities have included selective tree removal, buckthorn forestry mowing, hand cut/treat of invasive brush, native seeding, brush foliar treatments, weed spot treatments, and prescribed burns. Larissa works closely with the City and the Friends of Sally Manzara Interpretive Nature Center to ensure quality results are achieved. Larissa also works closely with the Friends to support volunteers and volunteer events for the project as well.



Sunfish Lake Park oak woodland restoration – initial selective tree removal and forestry mowing in winter 2025, April 2025 prescribed burn, and May 2025 native ground layer and wild geranium blooms.

Reference: CPL Grant Implementation Proposal

2.4.3 Cottage Grove, MN

Stantec ecologists have assisted Cottage Grove with natural resources inventory, planning, restoration design and on-the-ground ecological restoration for over 20 years. Stantec developed Natural Resources Management Plans for several major open space parks in the city, including the new Mississippi Dunes site. Over the past 15+ years, we have also assisted the City with securing over \$400K in grant funding to successfully implement ecological restoration projects throughout the City's park system, including projects at Prairie Belt, West Draw, Kingston Park, Hidden Valley, Pinetree Pond and other parks.

Stantec has designed and conducted ecological restoration of over 100 acres of woodland, wetland and prairie within city parks and open spaces. We have utilized the approach of initial cut/treat, coupled with shredding at several locations. We have conducted restoration of multiple wetlands, as well as native wetland and buffer vegetation restoration among remnant wetlands and stormwater basins.

2.4.4 St. Croix Watershed Research Station – Marine-on-St. Croix, MN

Paul Bockenstedt developed a MN DNR Prairie Stewardship Plan for the Tanglewood Preserve at SCWRS and later developed a site-wide NRMP utilized to secure MN DNR CPL Grant funding to complete significant design-build ecological restoration of over 60 acres of oak forest, oak woodland, prairie, seepage meadow, and floodplain forest for this site. Stantec ecologists worked with University of Minnesota researchers to design and implement research projects to successfully control common buckthorn, resulting in multiple research papers resulting in identification of successful strategies for controlling buckthorn. MN DNR Legacy Amendment Restoration Evaluation Program staff said the results of work Stantec conducted at SCWRS was "head and shoulders above any other site" they have reviewed buckthorn management work on since the program began in 2012.

2.4.5 Jay C. Hormel Nature Center – Austin, MN

Stantec ecologist Paul Bockenstedt conducted a site-wide natural areas inventory and developed a comprehensive Natural Resources Management Plan for this 520-acre site. We have assisted the Friends of Hormel Nature Center with securing over \$700K of grant funding to implement the NRMP with three phases of restoration in the 2016 to 2022 timeframe. FHNC was awarded a fourth phase of funding that will begin soon for restoration work through 2026. Stantec has assisted FHNC with design-build implementation of the NRMP with each phase of grant funding. Work included restoration of oak savanna, prairie, wet prairie/wet meadow, terrace forest, and wetland restoration design (hydrologic restoration, engineering, wetland and endangered species permits, agency review, and more). As restoration work has progressed at Hormel Nature Center, at least 8 Species in Greatest Conservation Need have returned to the site, and

Reference: CPL Grant Implementation Proposal

three new populations of rare plants have been documented in managed remnant native plant communities, including tubercled-rein orchid (*Platanthera flava*) and great Indian plantain (*Arnoglossum reniforme*).



Hormel Nature Center woodland/savanna, prairie, and wetland restoration work by Stantec resulted in habitat improvement for rare plant species and animals, including over two dozen at-risk SGCN species.

3 Proposed Work Plan

We anticipate that our work plan will include the activities specified in the grant work plan: woody invasives control, herbaceous invasives control, prescribed burns, selective tree removal, support for native seeding and plug planting by volunteers, other volunteer event planning, and site preparations for prairie interseeding projects.

Overall, we would like to observe the park units with you in the field to discuss current conditions and unit-specific enhancement needs. We can then collaborate on activity timing and sequencing and discuss allocation of responsibilities and assignments among Stantec, City Parks Staff, and the Volunteer Stewardship Program.

We have a substantial track record of working with Roseville Parks staff to proactively and collaboratively use Adaptive Management in refining work plans as time goes by to ensure wise and effective use of public funds. We are proposing a set of initial key activities anticipating that more detailed work plans will be developed with City staff in the initial stages of the project and that we will meet regularly to discuss observed results and make refinements to work plans for individual parks that will ensure the achievement of desired ecological results in a cost-effective manner.

Reference: CPL Grant Implementation Proposal

3.1 Project Kickoff, Management, & Coordination

3.1.1 Project Kick-off Meeting

We propose to begin the project with a kick-off meeting to review the project goals and objectives, grant work plan, and activity types. This will be a great opportunity to meet your new Natural Resources Supervisor. Following that meeting, we would recommend scheduling 2 field days for parks staff with Larissa, Paul, and Joel early this fall to review each park unit where enhancement activities are planned or at least visit a subset of park units where work could begin as soon as possible and continue through this fall and winter. We would like to develop a list of short-term activities (for the next 3-6 months) and collaborate on a schedule that supports volunteer events during that timeframe as well. We are open to your ideas about how best to integrate our activities!

3.1.2 Project Management & Coordination

We will closely coordinate with you on all project activities to carefully integrate and sequence activities so that we can provide the best support for the project. For example, after volunteers are able to complete cut/treat of invasive shrubs in a unit, we can plan to sweep the same area to foliar treat any smaller shrubs, misses, or stump sprouts. If seeding is planned for volunteers in the winter, we can assist with seed mix design and procurement the previous fall. If volunteers will be creating piles of invasive brush along trails, we can stage staff and equipment to help chip the brush or forestry mow after the event(s). There are many ways we can assist with equipment, UTVs, trailers, and experienced crews.

For ongoing project management and coordination, we recommend setting up a recurring monthly virtual meeting to discuss project tasks completed, activities underway, and upcoming needs. We feel the monthly touch points will be the best way to maintain regular communication, track all the moving parts, and make consistent progress on the work plan over the next three years.

For coordination on volunteer events and other volunteer opportunities, we would like to propose the development of a Roseville-specific GIS-based tool to enhance our ability to communicate with you and volunteers on specific park areas in need of natural resources management help. The tool would be accessible to Roseville staff and volunteers by logging into a website with a smart phone. Roseville park sites and project areas can be mapped to show planned events or volunteer options for individuals or small groups. The tool would be accessible from a desktop computer as well. The tool would be a way to track where help is needed and where the work has been completed. If such an interactive tracking and communication tool is of interest to you, we propose developing the tool as a pilot for your community as part of our services for this project. The tool would use ESRI GIS applications (such as Hub) that can integrate with Roseville's GIS.

Reference: CPL Grant Implementation Proposal

3.2 Woody Invasives Control

We anticipate using a combination of methods to accomplish woody invasives control: forestry mowing, hand cutting and stump treating, and foliar treatments. We have experience using all of these methods in Roseville parks. Generally, we anticipate our role will be to focus on park units where specialized equipment, tools, training, or pesticide applications are needed. As noted above, however, we can also support volunteer events when specialized resources or equipment are needed.

3.3 Herbaceous Invasives Control

We anticipate focusing our efforts on herbaceous invasives control for species that cannot be controlled efficiently or effectively by volunteers using hand pulling or de-seeding methods or the extent of the infestations is beyond what volunteers can manage. We can assist with highly targeted herbicide spot treatments. All of our field staff have the appropriate training and licenses to conduct the herbicide applications and plant identification skills to detect the target species.

3.4 Prescribed Burns

Stantec staff are trained and have successfully completed numerous prescribed burns in Roseville Parks, including recent prairie and savanna burns at Reservoir Woods in Spring 2025. Stantec will develop the appropriate burn plans, acquire the proper permits, and conduct all preparations (communications, firebreaks) and implementation. We recognize that prescribed fire is an important tool for accomplishing ecological restoration and that planning for prescribed burns based on goals and outcomes is an important tool for successful adaptive management.

3.5 Selective Tree Removal

We propose to engage a subcontractor, Mike's Tree Service, to assist with selective tree removal where it is needed to accomplish project goals in specific park units. Stantec will plan and guide the tree removal, provide oversight for the subcontractor, and tend to burn piles (including overnight monitoring) where pile/burn disposal of cut woody material is acceptable.

3.6 Native Seeding and Plug Planting

We propose to develop custom seed mix design and plug species selections based on our long-term knowledge of Roseville Parks sites to support native seeding and plug planting by volunteers. We understand that the plantings are essential for enhancing wildlife values, building climate resilience, and promoting park natural areas that are more resistant to invasive species. We will use our park and site-specific knowledge of existing vegetation cover to design plant material plans that are targeted, cost

Reference: CPL Grant Implementation Proposal

effective, expand native plant cover, increase plant species richness, and increase foraging resources and habitat for pollinators and other wildlife.

3.7 Prairie Enhancement

We anticipate helping with prairie enhancement in select park units by conducting site preparations (mowing, spot spraying) and conducting grow-in mowing/spot spraying after prairie units have been seeded.

4 Proposed Cost

We propose to conduct the work plan activities described above on a time and materials basis, not to exceed our proposed cost of **\$685,000** without prior written approval. We anticipate that per-activity subtotal costs will be similar to the grant work plan budget, but our work plan also includes project management activities. We are open to setting up tasks and task budgets for clarity in invoicing as needed/requested to support your project grant accounting needs. Please note that we have accounted for prevailing wages for types of labor for the project that fit prevailing wage categories and requirements. All anticipated equipment and supply costs are included as well.

To be the most responsive to the variable and changing needs at each park, ongoing coordination to support volunteers, and the essential sequencing of activities, we feel that it is very important to be flexible with the work plan and practice adaptive management. Close coordination with you through monthly meetings should help us be as efficient and cost-effective as we can in achieving the project objectives.

CONSERVATION PARTNERS LEGACY GRANT PROGRAM ENCUMBRANCE WORKSHEET

Roseville Parks and Recreation/ Roseville Parks Wildlife Enhancement

State Accounting information:

SWIFT Contract Doc. Type: GRK SWIFT Contract #: 274607
 SWIFT Contract Line # (Annual Plans): _____ SWIFT Purchase Order #: 3000283877

Agency: R2901	Submitted By: David Stein	Origin: A24	Vendor #: 0000197714	Category Code:
Total Amount of Contract for ALL years: \$500,000		Total Amount of Contract: \$ 500,000		For FY: 25
Total Amount of Contract:		For FY:		Total Amount of Contract: \$

Contract Start Date: Upon Execution Speedchart Name: _____
 Contract Expiration Date: June 30, 2028 Speedchart Number: _____

Grantee Name and Address: Roseville Parks and Recreation
2660 Civic Center Drive
Roseville, MN 55113

Did you remember to:

Check for debarred vendor? ☒ Yes ☐ NoCheck for annual plan limit? ☒ Yes ☐ NoWork on state lands? ☐ Yes ☐ NoPO Reference: **DS-FY25 CPL Roseville Parks Wildlife Enhancement**

Description: **FY2025 CPL Round 1; Roseville Parks and Recreation, Roseville Parks Wildlife Enhancement. The State is in need of habitat work on public lands to improve habitat for fish, game, and wildlife and to improve public recreational opportunities.**

Statewide/ Agency Reporting Funding String

Line	Budget/ Bond Year	Amount	Fund	FinDeptID	AppropID	Account	Statewide Cost	Agency Cost 1	Agency Cost 2
1	25	\$500,000	2300	R2936725	R296K79	441352		2W205	

Project/ Grant Reporting Funding String

Line	PC Business Unit	Project	Activity	Source Type	Category	Sub-Category

State Accounting Information PO Number: _____

This page intentionally left blank

STATE OF MINNESOTA
CONSERVATION PARTNERS LEGACY GRANT PROGRAM
GRANT CONTRACT
Roseville Parks and Recreation/ Roseville Parks Wildlife Enhancement

This grant contract is between the State of Minnesota, acting through its Commissioner of Natural Resources, ("State") and Roseville Parks and Recreation, 2660 Civic Center Drive, Roseville, MN 55113 ("Grantee").

Recitals

1. Under [Minnesota Laws 2024, Regular Session, Chapter 106, Article 1, Section 2, Subd. 5\(z\)](#), and [Minnesota Statute § 84.026](#) the State is empowered to enter into this grant.
2. The State is in need of habitat work on public lands to improve habitat for fish, game, and wildlife and to improve public recreational opportunities.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State. Pursuant to [Minn.Stat. §16B.98](#), Subd. 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract

1 Term of Grant Contract

- 1.1 **Effective date:** The date the State obtains all required signatures under [Minn. Stat. §16B.98](#), Subd. 5. Per, [Minn.Stat. §16B.98](#) Subd. 7, no payments will be made to the Grantee until this grant contract is fully executed. **The Grantee must not begin work under this grant contract until this contract is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work.**
- 1.2 **Expiration date:** **June 30, 2028**, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract: 2.5. Signage; 11. Liability; 13. State Audits; 14. Government Data Practices and Intellectual Property Rights; 15. Data Compatibility and Availability Requirements; 16. Publicity and Endorsement; 17. Governing Law, Jurisdiction, and Venue; 23. Data Disclosure; and 24. Use of Funds for Match or Reimbursement.

2 Duties

Grantee's Duties

The Grantee, who is not a state employee, will:

- 2.1 Comply with required grants management policies and procedures set forth through [Minn.Stat. §16B.97](#), Subd. 4 (a) (1).
- 2.2 Perform each of the duties outlined in Attachment A, Work Plan, which is attached and incorporated into this grant contract. Any changes to the Work Plan must have prior written approval from the State's Authorized Representative.
- 2.3 Apply for and receive all necessary approvals and permits to complete the project and comply with all applicable local, state and federal laws, ordinances, rules, and regulations. This includes all legal restrictions and requirements contained in Minnesota Laws 2024, Regular Session, Chapter 106, Article 1, Section 2, Subd. 5(z), and MN Statute 97A.056.
- 2.4 Meet all grant program requirements, as described in the *Conservation Partners Legacy Grant Program (CPL) FY2025 Request for Proposal*, which is incorporated into this grant contract by reference. The *Request for Proposal* (RFP) may be located [Here](#).
- 2.5 Erect signage in accordance with Minnesota Laws 2009, Chapter 172, Article 5, Section 10, and MN Statute 97A.056. Signs have been designed and created and will be ordered and mailed to Grantee towards the end of the grant period. Grantee is not responsible for the cost of signs but is responsible for placing signs according to MN Laws.
- 2.6 Submit a progress report based on expenditures made and work performed during the previous year, in a form prescribed by the State, by December 31 of each year during the term of this grant contract. A final report must

be submitted prior to or with the request for final payment.

- 2.7 To provide match as pledged in the approved Work Plan in non-state cash or in-kind services for the costs incurred for the completion of the Project.
- 2.8 Follow all Invasive Species regulations, policies and procedures of the Department of Natural Resources (DNR) to prevent or limit the introduction, establishment, and spread of invasive species (see section 4.2). This requirement applies to all activities performed on all lands under this grant contract and is not limited to lands under DNR control or public waters.

State's Duties

- 2.9 To provide Grantee up to **\$500,000** for the costs incurred for the completion of the Project.
- 2.10 For grants over \$50,000, the State's Authorized Representative(s) or other designated State Representative will conduct at least one monitoring visit per grant period. For grants over \$250,000, these visits will be on an annual basis. A monitoring visit may be in person or by telephone.

3 Time

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

4 Project Requirements

- 4.1 **Vegetation Requirements.** All projects funded in whole or in part by this grant use only seed mixes or plant lists approved by the Land Manager of the project site. Approval by land manager should be kept on file by grantee for auditing purposes.
- 4.2 **Invasive Species Prevention.** The DNR requires active steps to prevent or limit the introduction, establishment, and spread of invasive species during all activities performed on all lands under this grant contract. The grantee and/or hired contractor shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by grantee/contractor furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area. The grantee/contractor shall dispose of material cleaned from equipment and clothing at a location determined by the land manager. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

The grantee/contractor shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (ex. zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

- 4.3 **Project Sites.** All restoration and enhancement projects funded with this grant must be on land permanently protected by a conservation easement or public ownership or in public waters as defined in Minnesota Statutes, section 103G.005, subdivision 15.
- 4.4. **Restoration and Management Plan.** *Hereinafter known as R&M Plan.*
 - (a) For all restorations, prepare and retain an ecological restoration and management plan that, to the degree practicable, is consistent with current conservation science and ecological goals for the restoration site. Consideration should be given to soil, geology, topography, and other relevant factors that would provide the best chance for long-term success and durability of the restoration. The plan shall include the proposed timetable for implementing the restoration, including, but not limited to, site preparation, establishment of diverse plant species, maintenance, and additional enhancement to establish the restoration; identify long-term maintenance and management needs of the restoration and how the maintenance, management, and enhancement will be financed; and use the current conservation science to achieve the best restoration.
 - (b) The R&M plan shall be prepared on a form provided by the State's Authorized Representative.

4.5 *Timely written contact of Conservation Corps Minnesota.* All grantees must give consideration to and make timely written contact with the Conservation Corps Minnesota or its successor for consideration of possible use of their services to contract for restoration and enhancement services. A copy of the written contact must be filed with the State's Authorized Representative within 10 days of grant execution.

4.6 *Pollinator Best Management Practices.* Habitat restorations and enhancements conducted on DNR lands and prairie restorations on state lands or on any lands using state funds are subject to pollinator best management practices and habitat restoration guidelines pursuant to [Minnesota Statutes, section 84.973](#). Practices and guidelines ensure an appropriate diversity of native species to provide habitat for pollinators through the growing season. Current specific practices and guidelines to be followed for contract and grant work can be found here: http://files.dnr.state.mn.us/natural_resources/npc/bmp_contract_language.pdf.

4.7 *Prescribed Burning on State Lands.* For prescribed burns on state lands, contractors must meet the equipment and personnel requirements (including training and experience) called for in the prescribed burn plan provided by the State. Requirements can be found at <https://files.dnr.state.mn.us/forestry/wildfire/rxfire/prescribed-burn-handbook.pdf>.

4.8 *Revenues.* Any revenues generated during the grant period from activities on land acquired, restored, or enhanced with CPL funding must be disclosed to CPL staff and used for habitat purposes to be agreed upon.

5 Additional Restrictions

CPL funded projects may not be used as future mitigation for any loss or destruction of habitat.

6 Consideration and Payment

6.1 *Consideration.* The State will pay for all services performed by the Grantee under this grant contract as follows:

(a) ***Compensation.*** The Grantee will be paid according to the breakdown of costs contained in Attachment A, which is attached and incorporated into this grant contract. Partial payments are allowed. Grantees may vary by 10% between budget categories without prior approval from the State's Authorized Representative. Reasonable amounts may be advanced to accommodate cash flow needs or to match federal share. The advances must be approved in the Work Plan.

(b) ***Travel Expenses.*** Payment for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant contract will not exceed 1% of the total awarded grant amount; provided that the Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

(c) ***Total Obligation.*** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed \$500,000.

6.2 *Payment*

(a) ***Invoices.*** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted, on or before **4 pm local time, July 25, 2028**. Invoices must include copies of appropriate documentation to prove the work has been completed. Invoices must be submitted in a timely manner and in the manner described in the CPL Payment Manual, which is incorporated into this grant contract by reference and can be found at:

http://files.dnr.state.mn.us/assistance/grants/habitat/lessard_sams/grantee/payment_manual.pdf

(b) ***Hold Back.*** No less than 5% of the amount of the grant must be held back from payment until the grant recipient has completed a grant accomplishment report by the deadline in the form prescribed by and satisfactory to the State and LSOHC.

(c) ***Direct Expenditures.*** Grant and match funds may only be used for the eligible direct expenditures as described in the approved Work Plan. Indirect costs and institutional overhead costs are ineligible.

(d) **Match Requirements Met.** All match requirements must have been fulfilled by the Grantee prior to final payment by the State.

(e) **Federal Funds.** No Federal funds will be used.

6.3 Work assigned to the State. The Grantee may provide portions of the proceeds of this contract to the State. Work done by the State must be so specified in the Work Plan. A letter shall be sent to the State's Authorized Representative and include: the specific area of the Work Plan authorizing the work; the portion of the proceeds to be used by the State; the name, title, address, phone number and e-mail address for the State's representative assigned to accomplish the work; the expected completion date of the work; and a brief description of the nature of the work sufficient as the basis for judgment of whether or not the work was accomplished. If the work authorized by the Grantee is acquisition of land or an interest in land, the amount made available to the State shall include the Grantee's proportionate cost of professional services to complete the acquisition. The Grantee's proportion shall be determined by the ratio of its contribution to the acquisition price as a portion of the whole acquisition price. The Grantee's proceeds available under Clause 8, Payment Procedures, of this contract shall be reduced by the amount provided for State use.

6.4 Contracting and Bidding Requirements.

(a) **Municipalities.** Per [Minn. Stat. §471.345](#), grantees that are municipalities as defined in Subd. 1 must do the following if contracting funds from this grant contract for any supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property.

i. If the amount of the contract is estimated to exceed \$175,000, a formal notice and bidding process must be conducted in which sealed bids shall be solicited by public notice. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in [Minn. Stat. §16C.28](#), Subd. 1, paragraph (a), clause (2).

ii. If the amount of the contract is estimated to cost between \$25,000 and \$174,999, the contract may be made either upon sealed bids or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding. All quotations obtained shall be kept on file for a period of at least one year after receipt thereof. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in [Minn. Stat. §16C.28](#), Subd. 1, paragraph (a), clause (2) and paragraph (c).

iii. If the amount of the contract is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the governing body. If the contract is made upon quotation it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after their receipt. Alternatively, municipalities may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in [Minn. Stat. §16C.28](#), Subd. 1, paragraph (a), clause (2).

(b) **Nonprofit Organizations.**

i. Any services and/or materials that are expected to cost \$100,000 or more must undergo a formal notice and bidding process.

ii. Services and/or materials that are expected to cost between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three verbal quotes or bids.

iii. Services and/or materials that are expected to cost between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two verbal quotes or bids or awarded to a targeted vendor.

iv. The grantee must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through these entities are used when possible:

State Accounting Information PO Number: _____

- [State Department of Administration's Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List](#)
- Metropolitan Council's Targeted Vendor list: [Minnesota Unified Certification Program](#)
- Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: [Central Certification Program](#)

v. The grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

(c) **Support documentation.** Documentation of the bidding process utilized to contract services must be included in the grantee's financial records, including support documentation justifying a single/sole source bid, if applicable, for both municipalities and nongovernmental organizations.

(d) **Prevailing wage.** For any project of \$25,000 or more, prevailing wage rules apply per; [Minn. Stat. §§177.41](#) through [177.44](#) consequently, the bid request must state the project is subject to *prevailing wage*. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals. Additional information on prevailing wage requirements is available on the Department of Labor and Industry (DOLI) website at <https://www.dli.mn.gov/business/employment-practices/prevailing-wage-information>. Questions about the application of prevailing wage rates should be directed to DOLI at 651-284-5091. The Grant recipient is solely responsible for payment of all required prevailing wage rates.

(e) The grantee must not contract with vendors who are suspended or debarred in MN:
<http://www.mmd.admin.state.mn.us/debarredreport.asp>.

7 Conditions of Payment

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

8 Payment Procedures

8.1 **Documentation Requirements.** To obtain the payment approved for work under this grant contract, the grantee must follow all payment procedures documented within the CPL Payment Manual.

9 Authorized Representative

The State's Authorized Representatives:

David Stein	Amy Yoelin
CPL Program Coordinator	CPL Program Administrator
500 Lafayette Road Box #20	500 Lafayette Road Box #20
St. Paul, MN 55155	St. Paul, MN 55155
651-259-5375	651-259-5536
david.stein@state.mn.us	amy.yoelin@state.mn.us

or successor(s) have the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative(s) are:

Project Manager	Fiscal Contact
Jim Taylor	Michelle Pietrick
Parks Superintendent	Finance Director

State Accounting Information PO Number: _____

2660 Civic Center Dr	2660 Civic Center Drive
Roseville, MN 55113	Roseville, MN 55113
jim.taylor@cityofroseville.com	Michelle.Pietrick@cityofroseville.com
651-792-7107	651-792-7031

If the Grantee's Authorized Representative(s) changes at any time during this grant contract, the Grantee must immediately notify the State.

10 Assignment, Amendments, Waiver, and Grant Contract Complete

- 10.1 **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this grant contract without the prior consent of the State, approved by the same parties who executed and approved this grant contract, or their successors in office.
- 10.2 **Amendments.** Any amendment to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.
- 10.3 **Waiver.** If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.
- 10.4 **Grant Contract Complete.** This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

11 Liability and Insurance

- 11.1 **Liability.** The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract 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 State's failure to fulfill its obligations under this grant contract.
- 11.2 **General Insurance Requirements.** The Grantee shall not commence work under the contract until proof of insurance or compliance with insurance requirements has been met. Grantee must meet the insurance requirements applicable to grantee's project, as described in the FY2025 *Conservation Partners Legacy Grant Program Request for Proposal*, which is incorporated into this grant contract by reference.
- 11.3 **Worker's 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 State 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 State's obligation or responsibility.

12 In the Event of a Lawsuit

- 12.1 An appropriation or portion of an appropriation from a legacy fund is canceled to the extent that a court determines that the appropriation unconstitutionally substitutes for a traditional source of funding.
- 12.2 Any grant contract or similar contract that awards money from a legacy fund must contain the information in paragraph 11.1, Liability.

13 State Audits

Under [Minn. Stat. § 16B.98](#), Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant contract or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant contract, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

14 Government Data Practices and Intellectual Property Rights

State Accounting Information PO Number: _____

14.1 **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. 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 State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

14.2 **Intellectual Property Rights.**

(a) **Intellectual Property Rights.** All rights, title, and interest to all intellectual property rights, including all copyrights, patents, trade secrets, trademarks, and service marks in the works and documents funded through the State of Minnesota Conservation Partners Legacy Grant Program, shall be jointly owned by the Grantee and the State. Works shall mean all inventions, improvements, or discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes or disks, conceived, reduced to practice, created, or originated by the Grantee, its employees and subcontractors, either individually or jointly with others, in the performance of this contract. Documents shall mean the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether intangible or electronic forms, prepared by the Grantee, its employees, or subcontractors, in the performance of this contract. The ownership interests of the State and the Grantee in the works and documents shall equal the ratio of each party's contributions to the total costs described in the Budget of this contract. The party's ownership interest in the works and documents shall not be reduced by any royalties or revenues received from the sale of the products or the licensing or other activities arising from the use of the works and documents. Each party hereto shall, at the request of the other, execute all papers and perform all other acts necessary to transfer or record the appropriate ownership interests in the works and documents.

(b) **Obligations**

1. **Notification:** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time, or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this contract, the Grantee shall immediately give the State's Authorized Representative written notice thereof, and shall promptly furnish the Authorized Representative with complete information and/or disclosure thereon. All decisions regarding the filing of patent, copyright, trademark or service mark applications and/or registrations shall be the joint decision of the Grantee and the State, and costs for such applications shall be divided as agreed by the parties at the time of the filing decisions. In the event the parties cannot agree on said filing decisions, the filing decision will be made by the State.

2. **Representation:** The Grantee shall perform all acts, and take all steps, necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the Grantee and the State as agreed herein, and that no Grantee employee, agent, or contractor retains any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and shall not infringe upon any intellectual property rights of others. The Grantee shall indemnify, defend, and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works and Documents infringe upon the intellectual property rights of others. The Grantee shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages including, but not limited to, attorney fees. If such a claim or action arises, or in the Grantee's or the State's opinion is likely to arise, the Grantee shall, at the State's discretion, either procure for the State the right or

license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works and Documents necessary and appropriate to obviate the claim. This remedy shall be in addition to, and not exclusive of, other remedies provided by law.

(c) ***Uses of the Works and Documents.***

The State and Grantee shall jointly have the right to make, have made, reproduce, modify, distribute, perform, and otherwise use the works, including Documents produced under this Contract, for noncommercial research, scholarly work, government purposes, and other noncommercial purposes without payment or accounting to the other party. No commercial development, manufacture, marketing, reproduction, distribution, sales or licensing of the Works, including Documents, shall be authorized without a future written contract between the parties.

(d) ***Possession of Documents.***

The Documents may remain in the possession of the Grantee. The State may inspect any of the Documents at any reasonable time. The Grantee shall provide a copy of the Documents to the State without cost upon the request of the State.

15 Data Compatibility and Availability Requirements

- 15.1 ***Data Compatibility.*** Data collected by the Projects funded under this contract that have value for planning and management of natural resources, emergency preparedness, and infrastructure investments shall conform to the enterprise information architecture developed by the Office of Enterprise Technology (or its successor). Spatial data must conform to geographic information system guidelines and standards outlined in that architecture and adopted by the Minnesota Geographic Data Clearinghouse at the Land Management Information Center. A description of these data that adheres to the Office of Enterprise Technology (or its successor) geographic metadata standards shall be submitted to the Land Management Information Center to be made available online through the clearinghouse and the data must be accessible and free to the public unless made private under the Data Practices Act, Minnesota Statutes, Chapter 13.
- 15.2 ***Data Availability.*** To the extent practicable, summary data and results of projects funded by this grant program should be readily accessible on the Grantee's website and identified as a Lessard-Sams Outdoor Heritage Council and Conservation Partners Legacy Grant Program project.

16 Publicity, Advertising and Endorsement

- 16.1 ***Publicity.*** Any publicity regarding the subject matter of this grant contract must identify the State and L-SOHC as the sponsoring agency. A copy of any publicity shall be furnished to the State's Authorized Representative upon its release. For 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.
- 16.2 ***Endorsement.*** The Grantee must not claim that the State endorses its products or services.

17 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

18 Accessibility and Safety

- 18.1 ***Accessibility.*** Structural and nonstructural facilities and programs must meet all state and federal accessibility laws, regulations, and guidelines, including the American with Disabilities Act (ADA). Accessibility guidelines and standards can be found at <http://www.access-board.gov>.
- 18.2 ***Safety.*** All programs must adhere to federal safety regulations, which can be found on the Occupational Health and Safety Administration's website at www.osha.gov/law-regs.html.

19 Subgrantees/ Vendor Services

If any subgrants or contracts for any portion of the work covered under this grant contract are made to another entity, the contract with the subgrantee or contractor will contain all appropriate provisions of this grant contract. It is recommended that all Subgrantees/Contractors carry the same insurance as the Grantee.

State Accounting Information PO Number: _____

Subgrantee or Vendor services must follow requirements listed in the *Conservation Partners Legacy Grant Program (CPL) Request for Proposal*, located [Here](#).
as applicable.

20 Purchase of Recycled or Recyclable Materials

The purchase of recycled, repairable, and durable materials must be in compliance with Minn. Stat. § 16C.0725. The purchase and use of paper stock and printing must be in compliance with Minn. Stat. 16C.073.

21 Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

21.1. The prospective lower tier participant certifies, by submission of this contract, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

21.2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this contract.

22 Termination

22.1 (a) **Termination by the State.** The State may immediately terminate this grant contract 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.

22.1 (a) **Termination by The Commissioner of Administration.** The Commissioner of Administration may unilaterally cancel this grant contract agreement if further performance under the agreement would not serve agency purposes or is not in the best interest of the State.

22.2 **Termination for Cause.** The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

23 Data Disclosure

Under [Minn. Stat. § 270C.65](#), Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities.

24 Use of Funds for Match or Reimbursement

Grant funds cannot be used by the Grantee as match or for reimbursement for any other grant or program without prior written authorization from the State's Authorized Representative.

(a) The Grantee must submit a written request for authorization no less than 10 business days prior to applying for the new funds or program to the State's Authorized Representative. This request must include the following information: CPL project name, CPL grant contract number, the amount of CPL grant funds to be used, location where CPL grant funds were or will be used, activity the grant funded, and current landowner. The project name, location where the new funds will be used, activity to be funded, funding source of the new grant or program, and a brief description of the grant or program being applied for must also be included.

(b) If the new grant or program will add any encumbrances to the land where grant funds were or will be spent, these encumbrances must be approved in writing by the State's Authorized Representative and the current landowner.

25 Conflict of Interest

Under the Minnesota Department of Administration's Office of Grants Management [Conflict of Interest Policy for State Grant Making](#) (and other applicable laws, Grantees must disclose actual, potential, perceived, and organizational conflicts of interest.

State Accounting Information PO Number: 3000283877

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. '§ 16A.15 and 16C.05.

Signed by:
By: Sacia Matheson
B6A89D0BFC244A6...

Date: August 5, 2025

Purchase Order Number:

3000283877

Contract #: 274607

Initial
ay

August 5, 2025

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signed by:
By: Daniel J Roe
24120D399249429...

Name: Daniel J Roe

Title: Mayor

Date: September 3, 2025

Signed by:
By: Trudgeon, Patrick
1AF64A5316714D8...

Name: Trudgeon, Patrick

Title: City Manager

Date: September 3, 2025

3. DEPARTMENT OF NATURAL RESOURCES

Signed by:
By: Kelly Straka
AF4DB0A55719A479...
with delegated authority

Name: Kelly Straka

Title: Director, Division of Fish and Wildlife

Date: September 4, 2025

Initial
ks

September 4, 2025

Signed by:
By: Johnson, Matthew
61944D6B67BF41E...
Johnson, Matthew

Name: Parks and Recreation Director

Title: September 4, 2025

Date: _____

By: _____

Name: _____

Title: _____

Date: _____



DIVISION OF FISH AND WILDLIFE
CONSERVATION PARTNERS LEGACY GRANT

Revision: 20191104

Data Date: July 23, 2025

PROJECT CONTACT

Project Name: Roseville Parks Wildlife Enhancement

Organization Name: Roseville Parks and Recreation

Organization Type: Government

Mailing Address 1: 2660 Civic Center Dr

City, State ZIP Code: Roseville, MN 55113

Project Manager: Jim Taylor

Title: Parks Superintendent

Phone: 651-792-7107

Email: jim.taylor@cityofroseville.com

PROJECT OVERVIEW

Sites / Location

County Name: Ramsey

Project Site Name: Roseville Parks

Total Project Sites: 23

Total Project Acres: 170

Land Ownership

Primary Land Ownership: Local Government

Additional Land Ownerships: (N/A)

Habitat

Primary Type: Fish, Game or Wildlife Habitat

Additional Types: (N/A)

Activities

Primary Activity: Enhancement

Additional Activities: (N/A)

PROJECT FUNDING SUMMARY

Grant Type: Metro

Grant Request Level: Over \$25,000

Total Grant Amount Requested:	\$500,000
Total Match Amount Pledged:	\$50,000
Additional Funding Amount:	\$200,000
Total Project Cost:	\$750,000

PROJECT SUMMARY

The City of Roseville is striving to enhance over 170 acres of natural areas across 23 Roseville Parks for improved fish and wildlife habitat, water quality, biodiversity, and habitat for rare species such as the federally endangered rusty-patched bumble bee, monarch, and other pollinators. Project activities include invasive plant removal, native plantings, prescribed fire, selective weed tree removal, and engaging and supporting volunteers in natural resources stewardship actions. Activities will directly impact and improve remnant oak woodland, oak savanna, prairie, lowland hardwood, and wetland habitats, and indirectly benefit waterbodies through higher-quality upland buffers. The project closely integrates volunteer stewardship activities with contracted tasks--that require specialized training and equipment--to accelerate restoration progress. Project acres have undergone initial restoration; this project primarily seeks to capitalize on the initial restoration investment by promoting further establishment, and improving species diversity, stability, and long-term resilience of target plant communities. The project work plan was developed based on Roseville's 2024 Natural Resources Management (NRM) Master Plan--focusing on management unit areas, activities, and objectives identified as high priority for implementation over the next 5 years. The work plan also strives for equity in access to high-quality natural areas by including natural resource enhancement actions in parks throughout the Roseville community. Lastly, Roseville's Volunteer Stewardship Network program will conduct over 60 planned events and support additional volunteer-led events and opportunities for volunteers to contribute hands-on to this project.

PROBLEM STATEMENT

This project builds on past ecological restoration gains made over the last 20+ years in Roseville's park natural areas, including an investment of over \$1.5 million and over 10,000 hours of volunteer effort by the community through the city's Parks Renewal Program (2013-2023) and natural resource-focused events. Over 200 acres of park natural areas in Roseville have undergone initial restoration. However, sustained restoration effort is still needed to further limit the spread and establishment of invasive plants, support continued development of diverse plant communities, and provide short-term and timely specialized technical

CONSERVATION PARTNERS LEGACY GRANT

PROBLEM STATEMENT *(Continued)*

resources and support. The project seeks to further improve park natural resources to conditions that are increasingly more practical for long-term stewardship by volunteers. Project actions will improve a variety of existing habitats including lowland hardwood, oak woodland, oak savanna, emergent and floating-mat wetlands, remnant and planted prairies, in addition to creating habitat buffers through native plantings.

Through field assessments and input from a citizen Technical Advisory Committee, the 2024 Roseville Parks NRM Master Plan (attached) identified existing conditions and made recommendations for specific activities and objectives to achieve an overall goal of over 75% native plant cover in all park natural areas. This project strives to achieve that goal and to further increase plant diversity for the high priority management units in the plan, with an additional emphasis on social equity of enhancements in parks throughout the community.

As climate change and invasive species continue to challenge the stability and resilience of natural communities, Roseville is striving to accelerate natural area stewardship and sustain the exceptional community support and interest in protecting and restoring high-quality habitats. This project specifically provides critical integration of specialized contractor technical guidance, equipment, tools, and supplies to support and add value to volunteer stewardship actions.

PROJECT OBJECTIVES

This project will enhance wildlife habitat at 23 parks, totaling over 170 acres. Habitats to be enhanced include about 16 acres of prairie/oak savanna, 145 acres of oak woodland/forest habitat, and 12 acres of wetland, plus pond/lake shorelines. In addition to wildlife benefits, most the park natural areas support passive recreation on paved trails or are in proximity to trails and other areas designed for active recreation where park users may enjoy the aesthetics of flowering native plant communities, diverse fall colors, and the overall seasonal changes in adjacent natural areas. Volunteer stewardship activities will immerse people in nature and provide opportunities for environmental education, exercise, and fostering a sense of place and community. Increasing native plant cover will further water quality protection by reducing sediment and nutrient flow into wetlands and waterbodies.

The project overall is expected to result in: (1) increased native plant cover and quality through over 130 acres of enrichment native seeding and planting, (2) increased native plant diversity and improved pollinator habitat through planting species-rich seed mixes that supplement existing vegetation, (3) decreased invasive plant cover and abundance with a goal of under 10% cover and no fruiting invasive shrubs, and (4) community engagement in natural resource stewardship through over 60 planned events and additional volunteer-led opportunities.

The budget is cost effective through leveraging volunteers via our Volunteer Stewardship Network and empowering trained volunteers and other volunteer groups. The work plan specifically integrates volunteer tasks with contractor tasks that require specialized training, equipment, or professional licenses so that costs can be managed. By taking a park system-wide approach, the project gains an economy of scale for contracted work and provides more inclusive opportunities for volunteers (especially for the smaller neighborhood parks).

METHODS

Project activities will include invasive plant management, native seeding and plug planting, prescribed fire, dormant mows, and selective tree removal. Activity effort will be right sized across parks. Woody invasive shrubs and saplings will be controlled by cut/treat and follow-up foliar treatment methods. Volunteers will be largely tasked with initial cut/treat effort because invasive shrub densities and growth are currently suitable in most parks for hand cutting and leaving to decompose in situ. Contractor staff with pesticide applicator licenses will follow-up to address any stump re-sprouts and seedling recruits. Select areas will be cut by contractor where invasive brush exceeds size for hand tools. Brush will be chipped/hailed or chipped/spread on sites when leaving in place would inhibit native ground layer growth. Herbaceous invasive/problematic weeds will be controlled through a combo of contractor targeted spot herbicide treatment and hand-pulled or de-seeded by volunteers. The 2024 Master Plan identifies priority species to target for treatment at each park. Highly targeted removal methods will enable existing natives to thrive and fill in behind the invasives and reduce pesticide use. Native seeding/plug planting will be done by volunteers, with contractor ecologist design and support for plant material procurement. Native seeding will be supplemental in most parks—patchy seeding to gap-fill and enhance species richness within existing variable native cover. Prescribed burns are planned for select fire-dependent management units for interseeding; planned/conducted by qualified contractor. Dormant mows by contractor (forestry mower, walk-behind brush mower) will be conducted for smaller sites that need brush/disturbance management but are not suitable for fire due to size, context, or plant community type. Selective tree removal by contractor will target specific sites where fire-dependent habitats with oak canopy have been invaded by mesic species. Select tree and down dead wood removal will promote better oak regeneration, native ground layer cover, and enable future prescribed burns. 60 planned volunteer events plus individual volunteer efforts will support the project scope.

EXPERIENCE / ABILITIES

CONSERVATION PARTNERS LEGACY GRANT

EXPERIENCE / ABILITIES (Continued)

We have been conducting natural areas restoration and management in our park system since 2002. Projects have included forest/woodland restoration, shoreline buffer/restoration, converting turf to prairie, rain gardens and wetland restoration. Since 2013, the City has developed a committed group of Natural Resources Volunteers that has contributed thousands of hours of work in a planned manner to improve Roseville's natural resources. In 2024 a complete system wide inventory indicated that previous work has met program goals including reduced invasive shrub cover.

We have a proven record of successfully completing grant-funded projects, managing grant finances, teaming with outside agencies, and conducting contractor oversight to achieve our expected outcomes. We developed a set of minimum performance standards that contractors work must meet or exceed (i.e. invasive/nonnative plant cover must be less than 10% & more than 90% of land cover must be native vegetation). Our most recent ECP grant-funded work at Reservoir Woods achieved our goals of enhancing 25 acres of high-quality oak woodland, savanna, and prairie for SGCN.

We have also actively and effectively engaged volunteers in hands-on ecosystem restoration in ways that accelerated outcomes, educated/empowered citizens, and reduced costs for grant-funded projects and park-system-wide natural resource management. For example, we recently seeded over 20 acres with over 50 volunteers at an event in January 2025.

PROJECT TIMELINE

Time Frame	Goal
2025-June 2028	Herbaceous invasives control (170 ac)
2025-June 2028	Woody invasives control (170 ac)
Spr/Fall 2026 – June 2028	Prescribed burn (10 acres total)
Winters 2026, 2027, 2028	Selective tree removal (25 acres)
Summer 2025-June 2028	Volunteer events (60 events)
Fall 2025-May 2028	Native seeding (130 acres)
Fall 2025 - May 2028	Supplemental plug planting

Estimated Project Completion Date: 2028-06-30

PROJECT INFORMATION

1. Describe the degree of collaboration and local support for this project.

Roseville Parks has worked hard to engage local watersheds, Watershed Districts, volunteers, citizens, University faculty/students and others with our natural resources management program. Our parks Volunteer Stewardship Network (VSN) is comprised of volunteers who conduct natural resources management and citizen-scientist monitoring throughout the park system. This group is exceptionally motivated and active. Volunteer events are held the 3rd Saturday of each month (plus events on an as-needed basis) with often more than 30 volunteers participating. Due to high demand and volunteer interest, we are expanding formal volunteer events to twice a month starting in 2025. Additionally, we have hired a natural resource specialist who will be able to dedicate support for on-going work by city staff, the VSN, and other community/corporate groups interested in hands-on events.

2. Describe any urgency associated with this project.

Project urgency relates to: (1) building on past city and grant-funded restoration progress, (2) striving for climate-resiliency, (3) addressing on-going threats from invasive plant populations, and (4) leveraging conservation benefits provided by the Volunteer Stewardship Network. The Roseville community was engaged throughout the 2024 Master Plan update, creating substantial community buy in and excitement for this work. The timing of this proposed grant uniquely positions us to capitalize on this momentum to maximize benefits for natural resources management, education and community awareness. Many of the park natural areas in this project have greatly improved structure and function from past work. Based on the 2024 field assessments, the timing of this project is opportune for addressing residual invasive plant populations while still manageable for control by volunteers, and for other activities such as supplemental seeding.

3. Discuss if there is full funding secured for this project, the sources of that funding and if CPL Grant funds will supplement or supplant existing funding.

The City envisions this as a partnership with the CPL funds and fully intends to complete the entire project, as outlined. If CPL funds are awarded, the City will commit to a minimum of \$200,000 in levy-funded dollars toward the proposed project. The City will pursue additional funding sources through additional grants, other third-party funding sources and additional property tax levy funds.

CONSERVATION PARTNERS LEGACY GRANT

PROJECT INFORMATION (Continued)

Additionally, the City is providing an in-kind match of volunteer hours to meet (and likely far exceed) the 10% required match. Existing City operation and maintenance budget will also be used to support supplies and tools for volunteers and staff time for grant administration, Volunteer Stewardship Network program staff support, select site planning and task implementation, and native seed and plant materials.

4. Describe public access at project site for hunting and fishing, identifying all open seasons.

Roseville's parks are open to the public for environmental education, passive recreation, and a wide variety of other opportunities. Roseville allows public fishing and is proud to have two kids' Fishing In the Neighborhood (FIN) lakes in our park system (Bennett Lake and Langton Lake). Roseville does not allow public hunting within its park system, but it does conduct managed deer hunts in cooperation with Ramsey County Parks to maintain sustainable populations in accordance with our deer management plan. Park habitat management benefits migratory wildlife that may be hunted elsewhere (like Canada geese, mallard, and wood duck).

5. Discuss use of native vegetation (if applicable).

We have historically used and propose to use only native vegetation and local ecotype native seed and plant sources wherever available. We are confident that we will be able to source nearly all our plant materials from within 100 miles of the site. We intend to develop native seed and plant lists that include over 50 species of grasses, sedges, rushes and forbs native to the Roseville area and appropriate for the specific plant communities and habitats at the project sites.

6. Discuss your budget and why it is cost effective.

As part of the 2024 Master Plan, an ecological restoration contractor provided cost estimates for the specific project sites, management units, and activities in this project. Budget assumes implementation by a combo of volunteer and contractor labor and paying prevailing wages. Leveraging the energy, enthusiasm, and proven effectiveness of the VSN is especially cost effective—both in the short-term for this scope and in the long-term for the Roseville community. By continuing to involve the community in park stewardship, we are fostering the long-term commitment needed to sustain progress made through this project.

Additionally, the 2024 Natural Resources Inventory (NRI) provided a unique opportunity to measure the efficacy of the proposed project and budget. If CPL funds are awarded, the City is committed to conducting a subsequent professional NRI within three years of the project's completion to measure tangible project results.

7. Provide information on how your organization encourages a local conservation culture. This includes your organization's history of promoting conservation in the local area, visibility of work to the public and any activities and outreach your organization has completed in the local area.

Roseville has a long history of engaging citizens, other agencies, and nonprofits in developing a collective conservation ethic. Harriet Alexander Nature Center (HANC) conducts a wide variety of environmental education programs for all ages and has increasingly adapted its curriculum to teach participants about the importance of planned management, stewardship and climate resilience. In 2024 HANC had more than 10,000 visitors and 3,514 program participants.

The City's Volunteer Stewardship Network program is Service Enterprise Certified. A staff volunteer manager ensures high-quality volunteer experiences through training, engagement, and opportunities for connection. The City plans to expand the program and broaden community awareness and educational impacts through regular updates via the City's Newsletter, press releases, and community social media platform. If CPL funding is secured, the proposed plan would be named, branded, tracked, and published throughout the community.

BUDGET INFORMATION

Organization's Fiscal Contact Information

Name: Michelle Pietrick
Title: Finance Director
Email: Michelle.Pietrick@cityofroseville.com
Phone: 651-792-7031

Street Address 1: 2660 Civic Center Drive

City, State ZIP Code: Roseville, MN 55113

Budget Details

Contracts

Contractor Name	Contracted Work	Amount	Grant/Match	In-kind/Cash
TBD	grant work plan	\$500,000	Grant	(N/A)

CONSERVATION PARTNERS LEGACY GRANT

BUDGET INFORMATION (Continued)

Additional Budget Items

Item	Purpose	Amount	Grant/Match	In-kind/Cash
Volunteer hours	select grant work plan tasks	\$50,000	Match	In-Kind

Additional Funding

Additional Funding Amount: \$200,000

Budget Overview

Item Type	Grant	Match	Total
Personnel	-	-	-
Contracts	\$500,000	-	\$500,000
Fee Acquisition with PILT	-	-	-
Fee Acquisition without PILT	-	-	-
Easement Acquisition	-	-	-
Easement Stewardship	-	-	-
Travel (in-state)	-	-	-
Professional Services	-	-	-
DNR Land Acquisition Cost	-	-	-
Equipment/Tools/Supplies	-	-	-
Additional Budget Items	-	\$50,000	\$50,000
Totals:	\$500,000	\$50,000	\$550,000

SITE INFORMATION

You may group your project sites together as long as land ownership, activity and habitat information is the same for the land manager.

Land Manager

Name: Pat Trudgeon

Organization: City of Roseville

Title: City Manager

Phone: 651-792-7021

Email: Pat.Trudgeon@cityofroseville.com

Site Information

Habitat:	Activity:	Land Ownership:
Fish, Game or Wildlife Habitat	Enhancement	Local Government
(1) Site Name: Acorn Park DOW Lake #: (N/A) Acres: 16 PLS Section: Township - 29, Range - 23W, Section - 12		Open to Public Hunting? No Open to Public Fishing? No
(2) Site Name: Applewood Overlook Park DOW Lake #: (N/A) Acres: 1 PLS Section: Township - 29, Range - 23W, Section - 3		Open to Public Hunting? No Open to Public Fishing? No
(3) Site Name: Applewood Park DOW Lake #: (N/A) Acres: 1 PLS Section: Township - 29, Range - 23W, Section - 3		Open to Public Hunting? No Open to Public Fishing? No
(4) Site Name: Autumn Grove Park DOW Lake #: (N/A) Acres: 1 PLS Section: Township - 29, Range - 23W, Section - 3		Open to Public Hunting? No Open to Public Fishing? No

CONSERVATION PARTNERS LEGACY GRANT

SITE INFORMATION *(Continued)*

(5) Site Name: Central Park DOW Lake #: (N/A) Acres: 35 PLS Section: Township - 29 , Range - 23W , Section - 11	Open to Public Hunting? Open to Public Fishing?	No Yes - some
(6) Site Name: Cottontail Park DOW Lake #: (N/A) Acres: 8 PLS Section: Township - 29 , Range - 23W , Section - 3	Open to Public Hunting? Open to Public Fishing?	No No
(7) Site Name: Evergreen Park DOW Lake #: (N/A) Acres: 1 PLS Section: Township - 29 , Range - 23W , Section - 16	Open to Public Hunting? Open to Public Fishing?	No No
(8) Site Name: Howard Johnson Park DOW Lake #: (N/A) Acres: 2 PLS Section: Township - 29 , Range - 23W , Section - 3	Open to Public Hunting? Open to Public Fishing?	No No
(9) Site Name: Keller Mayflower Park DOW Lake #: (N/A) Acres: 1 PLS Section: Township - 29 , Range - 23W , Section - 15	Open to Public Hunting? Open to Public Fishing?	No No
(10) Site Name: Keya Park DOW Lake #: (N/A) Acres: 1 PLS Section: Township - 29 , Range - 23W , Section - 10	Open to Public Hunting? Open to Public Fishing?	No No
(11) Site Name: Ladyslipper Park DOW Lake #: (N/A) Acres: 1 PLS Section: Township - 29 , Range - 23W , Section - 1	Open to Public Hunting? Open to Public Fishing?	No No
(12) Site Name: Langton Lake Park DOW Lake #: (N/A) Acres: 17 PLS Section: Township - 29 , Range - 23W , Section - 4	Open to Public Hunting? Open to Public Fishing?	No Yes - all
(13) Site Name: Materion Park DOW Lake #: (N/A) Acres: 2 PLS Section: Township - 29 , Range - 23W , Section - 12	Open to Public Hunting? Open to Public Fishing?	No No
(14) Site Name: Oasis Park DOW Lake #: (N/A) Acres: 1 PLS Section: Township - 29 , Range - 23W , Section - 4	Open to Public Hunting? Open to Public Fishing?	No No
(15) Site Name: Owasso Hills Park DOW Lake #: (N/A) Acres: 3 PLS Section: Township - 29 , Range - 23W , Section - 1	Open to Public Hunting? Open to Public Fishing?	No No
(16) Site Name: Pioneer Park DOW Lake #: (N/A) Acres: 2 PLS Section: Township - 29 , Range - 23W , Section - 14	Open to Public Hunting? Open to Public Fishing?	No No

CONSERVATION PARTNERS LEGACY GRANT

SITE INFORMATION *(Continued)*

(17) Site Name: Reservoir Woods DOW Lake #: (N/A) Acres: 36 PLS Section: Township - 29 , Range - 23W , Section - 14	Open to Public Hunting? Open to Public Fishing?	No No
(18) Site Name: Sandcastle Park DOW Lake #: (N/A) Acres: 1 PLS Section: Township - 29 , Range - 23W , Section - 5	Open to Public Hunting? Open to Public Fishing?	No No
(19) Site Name: Tamarack Park DOW Lake #: (N/A) Acres: 4 PLS Section: Township - 29 , Range - 23W , Section - 13	Open to Public Hunting? Open to Public Fishing?	No No
(20) Site Name: Valley Park DOW Lake #: (N/A) Acres: 5 PLS Section: Township - 29 , Range - 23W , Section - 2	Open to Public Hunting? Open to Public Fishing?	No No
(21) Site Name: Villa Park DOW Lake #: (N/A) Acres: 21 PLS Section: Township - 29 , Range - 23W , Section - 13	Open to Public Hunting? Open to Public Fishing?	No No
(22) Site Name: Willow Pond Park DOW Lake #: (N/A) Acres: 6 PLS Section: Township - 29 , Range - 23W , Section - 10	Open to Public Hunting? Open to Public Fishing?	No No
(23) Site Name: Woodhill Park DOW Lake #: (N/A) Acres: 1 PLS Section: Township - 29 , Range - 23W , Section - 1	Open to Public Hunting? Open to Public Fishing?	No No

NATURAL HERITAGE DATABASE REVIEW

Natural Heritage elements were found within my project site(s): [Yes](#)

Natural Heritage Sites and Managers: [\(N/A\)](#)

Natural Heritage Elements: [\(N/A\)](#)

Natural Heritage Mitigation: [Red-shouldered hawk \(Buteo lineatus\) SPC](#), [Trumpeter swan \(Cygnus buccinator\) SPC](#), [Blanding's turtle \(Emydoidea blandingii\) THR](#), [Least darter \(Etheostoma microperca\) SPC](#), [Pugnose shiner \(Notropis anogenus\) THR \(historic record\)](#), [Rusty patched bumble bee \(RPBB\) \(Bombus affinis\) State watchlist and Federally listed END \(numerous records within the last 10 years\)](#), [Ghost tiger beetle \(Cicindela lepida\) THR \(historic record\)](#), [A Caddisfly \(Limnephilus secludens\) END \(historic record\)](#), [A Caddisfly \(Oecetis ditissa\) THR](#), [A Jumping Spider \(Paradamoetas fontanus\) SPC \(historic record\)](#), [Leadplant flower moth \(Schinia lucens\) SPC \(historic record\)](#), [Obovate beakgrain \(Diarrhena obovata\) END \(planted species\)](#), [Butternut \(Juglans cinerea\) END](#), [Kinnickinnick dewberry \(Rubus multiflorus\) SPC \(historic record\)](#), [Tall nutrush \(Scleria triglomerata\) END \(historic record\)](#)

Project sites occur within a High Potential Zone for RPBB. Activities will avoid impacts to the listed species through protecting water quality and targeted herbicide use. Activities will improve habitat for RPBB by increasing foraging resources. No work will impact the butternut trees at Reservoir Woods.

ATTACHMENTS

Additional Documentation

Attach additional documentation as applicable using the appropriate categories below. If you exceed the size limit while uploading, contact CPL Grant staff to discuss your options.

CONSERVATION PARTNERS LEGACY GRANT

ATTACHMENTS (Continued)

Restoration Plan

File Name	Description
Roseville_Parks_NRM_Master_Plan_2024_wAppendices_reduced.pdf	2024 Roseville Parks Natural Resources Management Master Plan

Supplemental Document

File Name	Description
Roseville_Parks_FY25_CPL_Grant_Budget.pdf	Proposed Grant Budget

FINAL APPLICATION SUBMISSION

- P I certify that I have read the Conservation Partners Legacy Grants Program Request for Proposal, Program Manual and other program documents, and have discussed this project with the appropriate public land manager, or private landowner and easement holder.
- P I certify I am authorized to apply for and manage these grant and match funds, and the project work by the organization or agency listed below. I certify this organization to have the financial capability to complete this project and that it will comply with all applicable laws and regulations.
- P I certify that all of the information contained in this application is correct as of the time of the submission. If anything should change, I will contact CPL Grant staff immediately to make corrections.
- P I certify that if funded I will give consideration to and make timely written contact to Minnesota Conservation Corps or its successor for consideration of possible use of their services to contract for restoration and enhancement services. I will provide CPL Grant staff a copy of that written contact within 10 days after the execution of my grant, should I be awarded.
- P I certify that I am aware at least one Land Manager Review and Approval form is required for every application and at least one Public Waters Contact form is required for all public waters work. I am aware I must submit all completed forms by uploading them into this applidation. I have attached the required type and number of forms as necessary for this project.
- P I am aware that by typing my name in the box below, I am applying my signature to this online document.

Signature: Jim Taylor

Organization / Agency: City of Roseville

Title: Parks Superintendent

Date Signed: February 18, 2025

(CPL Grant Application ID = 2588)

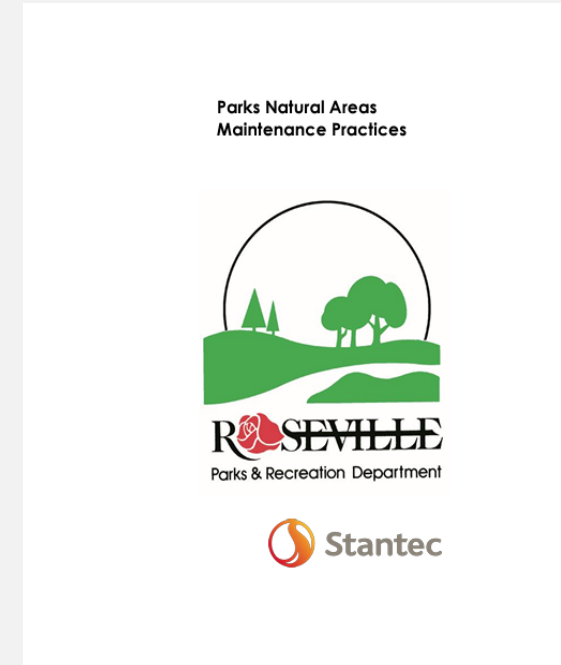
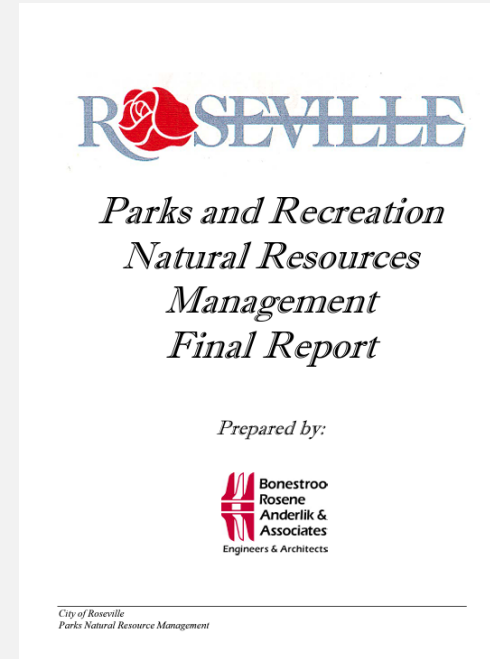
Approve Agreement with Stantec to Implement Natural Resources Work Outlined by CPL Grant

September 22, 2025



Natural Resources – Brief History

- 2002 Natural Resources Plan Adopted
- 2013 System-wide natural resources evaluation and 2014 maintenance practices
- **Phase 1: 2013-2023 Natural Resources Renewal Program**
 - All Parks Touched
 - \$1.5M in Parks Renewal Funds, more than \$600k in grants
 - More than 6,000 volunteer hours worked
 - Strong volunteer engagement, invasive reduction, native planting success



Nat Resource Renewal Program 2013-22 \$2.2 Million of Work



2024 Field Assessment Results

- Most natural areas show significant improvements since 2014.
- 138 acres (50% of inventoried) showed healthy ground cover.
- More than 36 species that were planted as part of the NRR program remain.
- Species of Wildlife Returning to Park System.
- Significant aesthetic change to many park eco-systems.



Field Assessment Results: Challenges



- 11% of survey dominated by invasives
- Most areas face some persistent herbaceous/woody invasive threats
- Some areas face erosion, trampling, low diversity
- Ongoing work needed to capitalize on gains

2024 NRM Plan

Development Process

- Developed Collaboratively with residents, PRC, staff, and Stantec.
- Assessment, multiple data collection methods, Technical Advisory Committee.
- Adopted on November 24, 2024

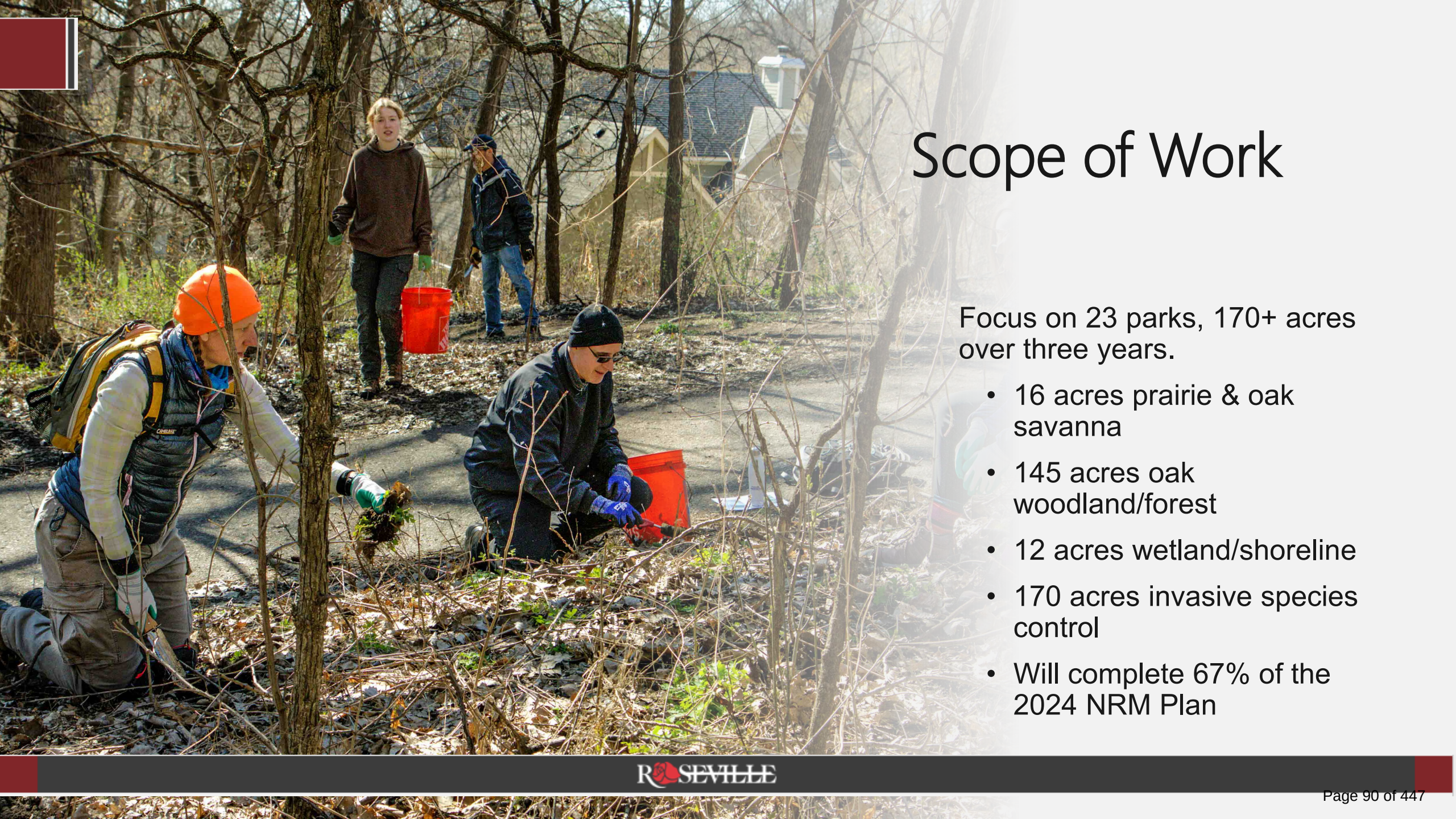
NRM Plan Components

- Vision
- Goals and Policies
- Stewardship Program Recommendations
- Long Term Recommendations
- Project List

Project List

- Ready Made List of Projects
- Allows us to prioritize based on:
 - Impact (Stacked Benefits Process)
 - Funding
 - Equity
 - Size/Accessibility
- Track progress and outcomes

AC	2024 Approx. % Native Ground Cover	2024 Management Unit Summary Comments	2024 Stantec Within-Park Priority Rank (High, Med, Low)	2024 MU Priority Rank Comments	Management Activity	Target Species	2024 Approx. Invasive Species (%) Cover	Proposed 2030 NRM Objectives	Volunteers	Contract	Activity Timing	Equip. Tools, Supply Needs	Special Training / License Needs	Unit	Quantity	Est. Cost/ Unit	Est. Total
0.72					Herbicide spot treat invasive weeds - annually	burdock, crown vetch, curly dock, Canada thistle, common St. Johnswort	25-50%	<5% herbaceous invasives cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID	Acre	0.72	\$950	\$
0.72					Hand pull invasive herbaceous weeds - annually	hoary alyssum, bull thistle, mullein, sweetclover	<10%	<1%; few scattered plants		x	growing season	Gloves, safety glasses	Training: Plant ID	Acre	0.72	\$3,000	\$
0.72					Hand seed removal - annually	burdock		Prevent seed production annually for 5 years		x	fall	Gloves, safety glasses, bags	Training: Plant ID	Acre	0.72	\$0	
0.72					Site prep spray/mow for native seeding - 1-2x	nonnative ground cover				x	growing season	Backpack sprayers, herbicide, indicator dye; mowing equipment	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID; Mowing Equipment Operation; Trailering	LS	1.00	\$1,500	\$1
0.72					Native seeding - 2-3x	prairie/savanna seed mixes		>75% native ground cover		x	variable	Seed mix, seed mix filer, buckets for hand seeding	Seed mix design	LS	1.00	\$850	\$
0.72					Grow-in spot mowing/weed control for seeded areas	weeds		>75% native ground cover		x	growing season	Backpack sprayers, herbicide, indicator dye; mowing equipment	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID; Mowing Equipment Operation; Trailering	LS	1.00	\$750	\$
0.29	<10%	Narrow wooded strip along Hamline Ave w/ very low utility lines; boxelder, black walnut, spruce, silver maple, hackberry, American elm canopy; several mulberry; dead ash present; woody debris & stump sprouts south end; large buckthorn and white mulberry growing up into utility line; needs native ground layer seeding; expand native ground cover west into lawn to create buffer.	High	Social equity (sparse walkable natural resources access in neighborhood); will require high effort for small unit										Acre	0.29		
0.29					Woody invasives removal by hand - 1x	buckthorn, mulberry, Siberian elm	>90%	No stems with basal diameter >1/4"; no fruiting plants		x	dormant seasons	Chainsaw/brush saw; herbicide, indicator dye, herbicide daubers	Training: training and safety plan for work next to road & under utility line	LS	1.00	\$2,500	\$
0.29					Invasive brush foliar treatment for re-sprouts/seeds - 3x	buckthorn, mulberry, Siberian elm	50-75%	<1% woody invasives cover		x	fall	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID	Acre	0.29	\$2,100	\$
0.29					Herbicide spot treat invasive weeds - annually	broadleaf weeds	<10%	<1% herbaceous invasives cover		x	growing season	Backpack sprayers, herbicide, indicator dye	Training/License: MN Pesticide Applicator License; Pesticide handling; Plant ID	Acre	0.29	\$1,500	\$
0.29					Native grass seeding - 2x	woodland species		>75% cover by native grasses		x	variable	Seed mix, seed mix filer, buckets for hand seeding	Seed mix design	LS	1.00	\$450	\$
0.29					Native forb seeding - 2x	woodland edge species		>25% cover by native forbs		x	variable	Seed mix, seed mix filer, buckets for hand seeding	Seed mix design	LS	1.00	\$850	\$
0.14	50-75%	HANC prairie: Needs dormant brush mow, RxB, spot weed treatments for burdock, curly dock, supplemental seeding.	High	Role in environmental education & interpretation										Acre	0.14		
0.14					Dormant brush mow for brush suppression - 2-3x	native shrubs		Mechanical brush suppression conducted at least 2x		x	dormant seasons	Specialized mowing equipment (walk-behind brush mower)	Training: Mowing Equipment Operation; Trailering	Acre	0.14	\$5,000	\$

A photograph showing three volunteers in a wooded area. In the foreground, a person wearing an orange hard hat, a blue vest, and a backpack is kneeling and pulling a plant. To their right, another person in a black jacket and beanie is also kneeling, working with a red bucket. In the background, a third person in a brown hoodie and dark pants is standing and holding a red bucket. The ground is covered with dry leaves and branches, and there are bare trees in the background.

Scope of Work

Focus on 23 parks, 170+ acres over three years.

- 16 acres prairie & oak savanna
- 145 acres oak woodland/forest
- 12 acres wetland/shoreline
- 170 acres invasive species control
- Will complete 67% of the 2024 NRM Plan

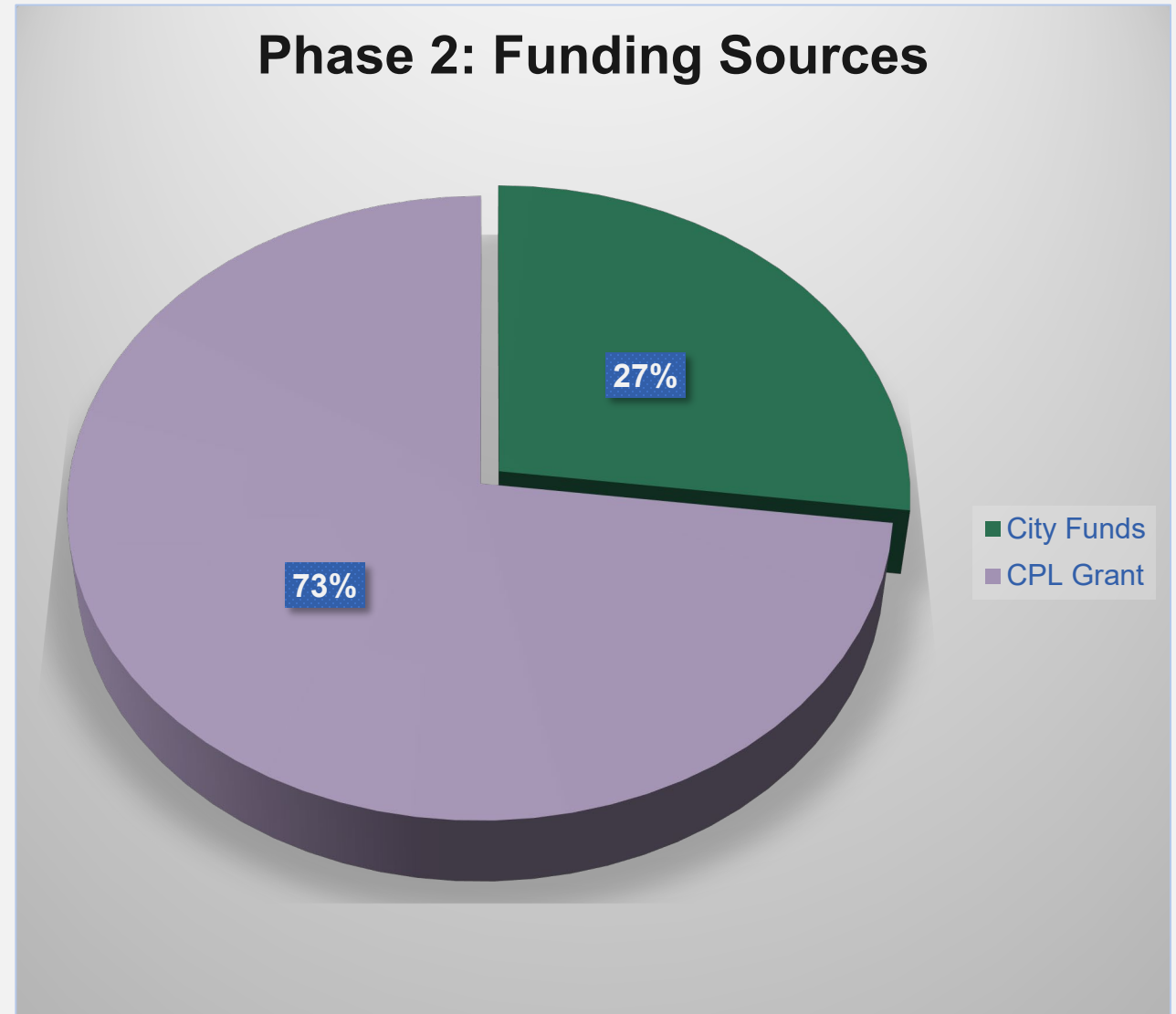
Types of Work/Deliverables

- Work to include:
 - Controlled burns, tree removals, native seeding & plugs, invasive removal, seasonal planting, ongoing monitoring and assessment
 - 60 volunteer events
 - Education & Community Tools
 - Improved Communication/Online Resources



Phase 2: Budget Implications

- Project timeline – 2025 – 2028
- Current CIP Fund \$185,000 (below projected need)
- MN Conservation Partners Legacy Grant Funds \$500,000
- Staff will continue to pursue additional grant opportunities



Stantec Environmental Services

- Work has been an ongoing partnership for more than 20 years, both on site and planning
- Understanding of Roseville's Ecosystem
- Unique Community Engagement Experience
- Expert Staff who have built relationships with Roseville residents



Strategic Plan Alignment

- Parks and Natural Environments:
Implementation of NRMP
- Preservation and restoration of natural spaces
- Identify and maximize diverse funding sources
- Engages the Community in placemaking



Requested Action

Authorize Mayor & City Manager to sign agreement with Stantec Environmental Consulting Pending Final Legal Review

QUESTIONS?

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/22/2025

Item No.: 9.e.

Department Approval



City Manager Approval



Item Description: Adopt a Preliminary 2026 Tax Levy, EDA Tax Levy and City Budget

Background

At the March 3, 2025, City Council meeting, the Council established a general timeline for the 2026 budget process including the following key dates:

2026 Budget Process Timeline	Date
Establish 2026 Budget Process Calendar	3/3/2025
Discussion on <i>Preliminary</i> Cash Reserve Levels	3/3/2025
Discussion on 2025 Legislative Impacts & City Council Priorities	7/7/2025
Presentation of the 2026-2045 Capital Improvement Plan	7/14/2025
EDA Budget & Tax Levy Discussion	7/14/2025
Receive the 2026 City Manager Recommended Budget	8/25/2025
Receive Budget Recommendations from the Finance Commission	9/15/2025
Adopt Preliminary 2026 Budget, Tax Levy, & EDA Levy	9/22/2025
Review 2026 Proposed Utility Rates	11/10/2025
Review 2026 Fee Schedule	11/10/2025
Final Budget Hearing (Truth-in-Taxation Hearing)	12/1/2025
Adopt Final 2026 EDA Tax Levy	12/8/2025
Adopt Final 2026 Budget, Tax Levy, Utility Rates, & Fee Schedule	12/8/2025

The next step in the 2026 Budget Process is to adopt a preliminary 2026 Tax Levy and Budget.

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

The adoption of a preliminary tax levy and budget does not preclude further review. As noted in the table above, additional budget-related discussions will be held later this year leading up to the adoption of the *final* 2026 Tax Levy and Budget scheduled for December 8, 2025.

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

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

fiscal year. Once the preliminary levy is adopted, it can be lowered, but not increased. The *final* EDA levy is scheduled to be adopted on December 8, 2025.

2026 Recommended Tax Levy & Budget

The City Manager has prepared a memo (Attachment 1) that reviews the scenarios, including two new scenarios based on City Council direction on September 15, and provides detailed information on the impact on the median-valued homeowner in Roseville. Various resolutions are included as Attachments 2 & 3 that incorporate the different budget and levy amounts that are part of each scenario.

On September 22, 2025, the City Manager presented an adjustment to the EDA levy of \$100,000 reduction, for a preliminary EDA levy now at \$264,826, which has been incorporated into the 2026 Preliminary Base Budget, which is attachment 4.

The City Council received the 2026 City Manager's Tax Levy and Budget on August 25, 2025, along with various scenarios. Attachment 5 includes detailed information on the base budget and Attachment 6 contains the City Manager's Budget Message and PowerPoint from that meeting.

The 2026 Base City and EDA Tax Levy is \$33,035,726, an increase of \$2,318,267 or 7.55%. There are 6 alternative scenarios which revolve around adding public safety positions, with and without grant funds, implementing franchise fees and reallocating or reducing capital tax levy amounts.

The various City Levy scenarios are as follows:

Base City Levy \$32,770,900

Scenario 1 City Levy \$32,783,929

Scenario 2 City Levy \$34,482,015

Scenario 3 City Levy \$32,797,929

Scenario 4 City Levy \$33,496,015

Scenario 5 City Levy \$32,152,929

Scenario 6 City Levy \$32,851,015

The impact on residents will vary depending on the property's value and change in value relative to other properties in the city. According to Ramsey County, the median value of a Roseville single-family home rose 5.05% from 2025 (\$360,500) to 2026 (\$378,600).

At the September 22, 2025, City Council meeting, the Finance Commission presented their recommendation of a preliminary levy increase not to exceed ten percent.

Policy Objectives

Adopting a preliminary tax levy is required under Minnesota State Statutes.

Equity Impact Summary

A continued priority remains centered around equity and inclusion. This budget, like past budgets, provides funding for a variety of equity initiatives.

Budget Implications

See above and attached information

Staff Recommendations

As the City Council still needs to have a policy discussion around what to set the preliminary not-to-exceed tax levy for the City and EDA, the City Manager does not have a specific recommendation. Given the range of options, the City Council should consider the following factors:

1. The desire to add the public safety personnel in the 2026 budget to address increasing demands for public safety services.

2. The desire to add funding for the City's capital funds, especially those funds that will have negative balances in the near future.
3. The results of decisions made or not made as part of the 2026 budget consideration that will impact future budget years.
4. The uncertainty of receiving grant funds for the public safety personnel positions at the time the preliminary tax levy is set.
5. The likelihood of implementing franchise fees as another revenue source to assist in the City budget.

With all those factors in mind, staff would suggest the best approach at this time is to adopt a preliminary levy that is high enough to provide enough flexibility to allow for the two biggest variables, grant funding and franchise fees, to be known. Staff expects to be notified in October if we are to receive the public safety grants. In regard to franchise fees, assuming there is interest in pursuing, staff and City Council will work on that throughout the Fall.

The total levy increase (City & EDA) is shown below:

	Base Budget	Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6
Levy Increase %	7.55%	10.84%	13.12%	7.64%	9.91%	5.54%	7.81%

Requested Council Action

The Council is asked to take the following separate actions:

1. Motion to approve the attached Resolution adopting the 2026 Preliminary Budget -one of the 2 alternatives listed in attachment 1
2. Motion to approve the attached Resolution adopting the 2026 Preliminary Tax Levy - one of the 6 alternates listed in attachment 2
3. Motion to approve the attached Resolution adopting the 2026 Preliminary EDA Tax Levy

Prepared by: Michelle Pietrick, Finance Director

Attachments:

1. Preliminary Tax Levy Memo from City Manager
2. Preliminary budget resolution
3. Preliminary City levy resolution
4. Preliminary EDA levy resolution
5. 2026 Preliminary Base Budget
6. City Manager 2026 Budget memo and presentation 8-25-25
7. Bench Handout 1 - Taxpayer Feedback through 9.19.26_Redacted
8. Bench Handout 2 - Budget Priorities_Redacted



Memo

To: Mayor and City Council
From: Patrick Trudgeon, City Manager
Date: September 22, 2025
Re: 2026 Preliminary Budget and Levy

As the City Council is aware, under state law, the City must adopt a preliminary tax levy for the City budget and Economic Development Authority (EDA) by September 30 each year. Once the preliminary tax levy is adopted, it may be lowered but cannot be increased. While not required, the City has traditionally adopted a preliminary City and EDA budget at the same time. The City and EDA budget can be adjusted up or down as part of the final adoption. However, as stated, the City and EDA tax levy cannot be raised beyond the approved preliminary tax levy. The City Council is scheduled to adopt the final City and EDA tax levy and budget on December 8, 2025.

For the 2026 City budget and levy, given the request to add 22 public safety positions and other cost pressures, I have laid out a series of budget and levy scenarios for the City Council to consider. These scenarios include a base budget that does not include any new public safety positions (Base Budget), scenarios where the public safety positions are included in the budget with and without the use of grants (Scenarios 1 & 2), and scenarios where electric and gas utility fees are used for capital funds and existing levy freed up with the use of franchise fees pay for the costs of adding the public safety personnel. Scenario 3 includes the use of grants to assist in the costs of adding the public safety personnel while Scenario 4 does not include the use of grants. A table showing these scenarios is shown below. The total levy amounts include both the EDA and City levy.

	Base Budget	Scenario 1	Scenario 2	Scenario 3	Scenario 4
2026 Levy Total	\$ 33,035,726	\$ 33,035,726	\$ 33,035,726	\$ 33,035,726	\$ 33,035,726
Levy Increase	\$ 2,318,267	\$ 2,318,267	\$ 2,318,267	\$ 2,318,267	\$ 2,318,267
ADD					
FD Positions	\$ -	\$ 177,029	\$ 708,115	\$ 177,029	\$ 708,115
PD Positions	\$ -	\$ 836,000	\$ 1,003,000	\$ 836,000	\$ 1,003,000
Reallocate existing levy	\$ -	\$ -		\$ (986,000)	\$ (986,000)
Total Adjustments	\$ -	\$ 1,013,029	\$ 1,711,115	\$ 27,029	\$ 725,115
Adjusted Levy Increase	\$ 2,318,267	\$ 3,331,296	\$ 4,029,382	\$ 2,345,296	\$ 3,043,382
Adjusted Levy Amount	\$ 33,035,726	\$ 34,048,755	\$ 34,746,841	\$ 33,062,755	\$ 33,760,841
Levy Increase %	7.55%	10.84%	13.12%	7.64%	9.91%

The monthly impact to the median-valued home for each scenario is as follows:

Monthly Impact of Budget & Levy Scenarios				
for Median-Valued (\$378,600) Roseville Single-Family Home				
Base Budget	Scenario 1	Scenario 2	Scenario 3	Scenario 4
\$ 10.55	\$ 14.81	\$ 17.75	\$ 10.67	\$ 13.60

As Scenarios 3 and 4 include the use of franchise fees to help lower the tax levy and will be paid by homeowners, franchise fees should be added to the total cost for the median-valued homeowner. Similarly, since Scenarios 3 and 4 provide more funding for capital funds using franchise fees, additional funding (tax levy) for capital funds should be added to the Scenarios 1 and 2 to ensure an accurate comparison. The table below shows the monthly increase costs for each scenario, with \$6 per month of franchise fees in Scenario 3 and 4 and additional levy (\$1.12 million) for the City's capital funds, with direct comparisons highlighted in yellow.

Monthly Impact of Budget & Levy Scenarios								
for Median-Valued (\$378,600) Roseville Single-Family Home								
Base Budget	Scenario 1	S.1 + \$1.12M	Scenario 2	S.2 + \$1.12M	Scenario 3	S.3 + FF	Scenario 4	S.4 + FF
\$ 10.55	\$ 14.81	\$ 19.52	\$ 17.75	\$ 22.46	\$ 10.67	\$ 16.67	\$ 13.60	\$ 19.60

At the September 15, 2025 City Council meeting, the Roseville Finance Commission recommended that the City Council not adopt Franchise Fees and while acknowledging the need for the new public safety personnel, recommended that the increase in the City tax levy be no more than 10%. For reference, the monthly impact to the median-valued home with a 10% increase is \$13.72 as shown in the table below.

2026 ESTIMATED Budget Impact on Median-Valued 1			
Equal to a 10% levy increase			
			Dollar
	<u>2025</u>	<u>2026</u>	<u>Change</u>
Property Tax Levy: City	\$ 116.55	\$ 130.68	\$ 14.13
Property Tax Levy: EDA	1.40	0.99	(0.41)
Combined Monthly Total	\$ 117.95	\$ 131.67	\$ 13.72

Based on the Finance Commission's recommendation and City Council discussion at the September 15th meeting, I am bringing forward two additional scenarios for consideration that looks at keeping the impact of increasing tax levy and imposing franchise fees the same as the Finance Commission's recommendation of a maximum 10% tax levy increase which computes out to \$13.72 more per month.

Scenario 5 would add 22 public safety positions into the budget and levy and assumes funding assistance through grants. Scenario 5 also assumes the imposition of franchise fees equal to \$6 for residential homes the same as Scenarios 3 and 4. Scenario 5 would utilize the \$2.1 million of franchise fees as funding source for four right-of-way capital funds (Pavement Management Fund, Street Light Fund, Pathway and Parking Lot Fund, and Public Works Vehicle and Equipment Fund). The franchise fees would replace \$1.631 million of tax levy currently going towards those funds. Scenario 5 would use all \$1.631 million of tax levy to cover the cost of

the added public safety personnel. (Scenarios 3 and 4 only utilize \$986,000 of freed-up levy funds due to use of franchise fees. These scenarios reallocated \$645,000 of tax levy funds to other capital funds). As a result, the levy increase for Scenario 5 would be 5.54% or \$7.96 more a month in property taxes. With franchise fees added, the monthly impact would be \$13.96 for the median-valued homeowner.

Scenario 6 has the same assumptions as Scenario 5 but does include receiving grant funding. The levy increase under Scenario 6 would be 7.81% or \$10.89 more a month in property taxes. With franchise fees added, the monthly impact would be \$16.89 for the median-valued homeowner.

Overall, an additional \$475,000 will be added to the four right-of-way infrastructure funds using franchise fees. Below is a table showing the use of franchise fees and freed-up tax levy.

Capital Fund	Current	Revised Levy Amount	Franchise Fees	Total
Pavement Management Fund	\$ 1,120,000	\$ -	\$ 1,360,000	\$ 1,360,000
Street Light Fund	\$ 21,000	\$ -	\$ 96,000	\$ 96,000
Pathway and Parking Lot Fund	\$ 255,000	\$ -	\$ 365,000	\$ 365,000
PW Equipment Fund	\$ 235,000	\$ -	\$ 285,000	\$ 285,000
	\$ 1,631,000	\$ -	\$ 2,106,000	\$ 2,106,000

Existing Levy to ROW Capital Funds	\$ 1,631,000
Levy Reallocated to Other Capital Funds	\$ -
Existing Levy Funding Available for Operational Budget	\$ 1,631,000

It should be noted that Scenarios 5 and 6 do not provide tax levy to support four struggling capital funds (Police Vehicle and Equipment Fund, Fire Vehicle and Equipment Fund, Parks Vehicle and Equipment Fund, and the Park Improvement Fund) like Scenarios 3 and 4. These funds will need to be addressed as soon as the 2027 budget. The Police Vehicle and Equipment Fund will have a negative balance in 2027, the Fire Vehicle and Equipment Fund will have a negative balance in 2033, the Parks Vehicle and Equipment Fund in 2027, and the Park Improvement Fund will have a negative balance in 2032.

Like Scenarios 3 and 4, Scenarios 5 and 6 include the use of franchise fees to help lower the tax levy and will be paid by homeowners, therefore franchise fees should be added to the total cost for the median-valued homeowner. As Scenarios 5 and 6 provide for more funding for capital funds using franchise fees, additional funding (tax levy) for capital funds should be added to the Scenarios 1 and 2 to ensure an accurate comparison to Scenarios 5 and 6. The table on the following page shows the monthly increase costs for each scenario, including the Finance Commission recommendation with direct comparisons highlighted in orange.

It should be noted that if the public safety positions are added to budget and assuming adding additional capital funding that is not in the base budget, the use of franchise fees results in lower per month costs for the owner of the median-valued home in Roseville

**Monthly Impact of Budget & Levy Scenarios
for Median-Valued (\$378,600) Roseville Single-Family Home**

Base Budget	Base +\$1.1M	Base + \$475K	Scenario 1	S.1 +\$1.12M	S.1 + \$475K	Scenario 2	S.2 +\$1.12M	S.2 + \$475K
\$ 10.55	\$ 15.26	\$ 12.55	\$ 14.81	\$ 19.52	\$ 16.81	\$ 17.75	\$ 22.46	\$ 19.75

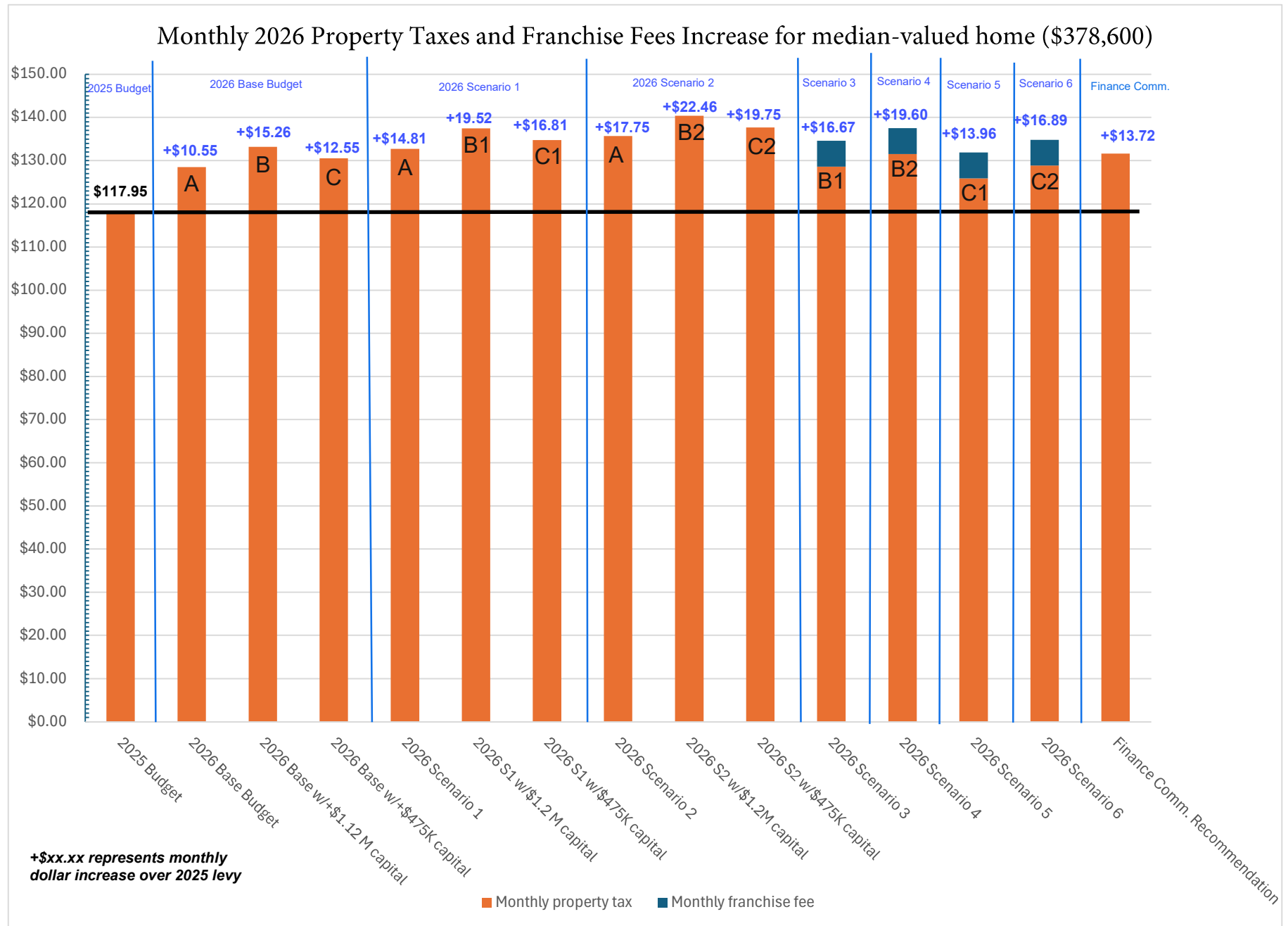
Scenario 3	S.3 + FF	Scenario 4	S.4 + FF	Scenario 5	Scenario 6
\$ 10.67	\$ 16.67	\$ 13.60	\$ 19.60	\$ 13.96	\$ 16.89

Finance Comm.
\$ 13.72

**Monthly Impact of Budget & Levy Scenarios
for Median-Valued (\$378,600) Roseville Single-Family Home**

Base +\$1.1M	S.1 +\$1.12M	S.2 +\$1.12M	S.3 + FF	S.4 + FF	Finance Comm.
\$ 15.26	\$ 19.52	\$ 22.46	\$ 16.67	\$ 19.60	\$ 13.72

Base + \$475K	S.1 + \$475K	S.2 + \$475K	Scenario 5	Scenario 6	Finance Comm.
\$ 12.55	\$ 16.81	\$ 19.75	\$ 13.96	\$ 16.89	\$ 13.72



A are scenarios that do not include franchise fees

B are scenarios that include \$1.2 million of increased capital funding (either levy or franchise fees)

C are scenarios that include \$475,000 of increased capital funding (either levy or franchise fees)

In order to compare the different scenarios:

A should be compared A

B and B1 should be compared together

B and B2 should be compared together

C and C1 should be compared together

C and C2 should be compared together.

Staff Recommendation

As the City Council still needs to have a policy discussion around what to set the preliminary not-to-exceed tax levy for the City and EDA, the City Manager does not have a specific recommendation. Given the range of options, the City Council should consider the following factors:

- 1) The desire to add the public safety personnel in the 2026 budget to address increasing demands for public safety services.
- 2) The desire to add funding for the City's capital funds, especially those funds that will have negative balances in the near future.
- 3) The results of decisions made or not made as part of the 2026 budget consideration that will impact future budget years.
- 4) The uncertainty of receiving grant funds for the public safety personnel positions at the time the preliminary tax levy is set.
- 5) The likelihood of implementing franchise fees as another revenue source to assist in the City budget.

With all those factors in mind, staff would suggest the best approach at this time is to adopt a preliminary levy that is high enough to provide enough flexibility to allow for the two biggest variables, grant funding and franchise fees, to be known. Staff expects to be notified in October if we are to receive the public safety grants. In regard to franchise fees, assuming there is interest in pursuing, staff and City Council will work on that throughout the Fall.

Below is a table of the levy increases for all the scenarios that are currently being considered.

	<u>Base Budget</u>	Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6
Levy Amount	\$ 33,035,726	\$ 34,048,755	\$34,746,841	\$33,062,755	\$ 33,760,841	\$ 32,417,755	\$ 33,115,841
Levy Increase %	7.55%	10.84%	13.12%	7.64%	9.91%	5.54%	7.81%

As shown in the table, the range of preliminary levies could range as low as 5.54% to as high as 13.12% and any number in between.

**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 22nd day of September, 2025 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION _____

**RESOLUTION ADOPTING THE PRELIMINARY 2026 ANNUAL BUDGET
FOR THE CITY OF ROSEVILLE**

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

The City of Roseville's Budget for 2026 in the amount of \$79,817,431, which excludes the EDA budget.

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

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

**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 22nd day of September, 2025 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION _____

**RESOLUTION ADOPTING THE PRELIMINARY 2026 ANNUAL BUDGET
FOR THE CITY OF ROSEVILLE**

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

The City of Roseville's Budget for 2026 in the amount of \$81,528,546, which excludes the EDA budget and includes public safety staffing additions.

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

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 22nd day of September, 2025, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 22nd day of September, 2025.

Patrick Trudgeon
City Manager

Seal

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 22nd day of September 2025 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION

**RESOLUTION SUBMITTING THE PRELIMINARY PROPERTY TAX LEVY
ON REAL ESTATE TO THE RAMSEY COUNTY AUDITOR
FOR THE FISCAL YEAR OF 2026**

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

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

<u>Purpose</u>	<u>Amount</u>
Programs & Services	\$ 26,182,947
Capital	4,044,000
Debt Service	2,543,953
Total	\$ 32,770,900

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

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

.

**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 22nd day of September 2025 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION

**RESOLUTION SUBMITTING THE PRELIMINARY PROPERTY TAX LEVY
ON REAL ESTATE TO THE RAMSEY COUNTY AUDITOR
FOR THE FISCAL YEAR OF 2026**

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

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

<u>Purpose</u>	<u>Amount</u>
Programs & Services	\$ 27,195,976
Capital	4,044,000
Debt Service	2,543,953
Total	\$ 33,783,929

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

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

**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 22nd day of September 2025 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION

**RESOLUTION SUBMITTING THE PRELIMINARY PROPERTY TAX LEVY
ON REAL ESTATE TO THE RAMSEY COUNTY AUDITOR
FOR THE FISCAL YEAR OF 2026**

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

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

<u>Purpose</u>	<u>Amount</u>
Programs & Services	\$ 27,894,062
Capital	4,044,000
Debt Service	2,543,953
Total	\$ 34,482,015

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

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

**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 22nd day of September 2025 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION

**RESOLUTION SUBMITTING THE PRELIMINARY PROPERTY TAX LEVY
ON REAL ESTATE TO THE RAMSEY COUNTY AUDITOR
FOR THE FISCAL YEAR OF 2026**

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

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

<u>Purpose</u>	<u>Amount</u>
Programs & Services	\$ 27,195,976
Capital	3,058,000
Debt Service	2,543,953
Total	\$ 32,797,929

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

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

**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 22nd day of September 2025 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION

**RESOLUTION SUBMITTING THE PRELIMINARY PROPERTY TAX LEVY
ON REAL ESTATE TO THE RAMSEY COUNTY AUDITOR
FOR THE FISCAL YEAR OF 2026**

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

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

<u>Purpose</u>	<u>Amount</u>
Programs & Services	\$ 27,894,062
Capital	3,058,000
Debt Service	2,543,953
Total	\$ 33,496,015

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

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

**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 22nd day of September 2025 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION

**RESOLUTION SUBMITTING THE PRELIMINARY PROPERTY TAX LEVY
ON REAL ESTATE TO THE RAMSEY COUNTY AUDITOR
FOR THE FISCAL YEAR OF 2026**

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

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

<u>Purpose</u>	<u>Amount</u>
Programs & Services	\$ 27,195,976
Capital	2,413,000
Debt Service	2,543,953
Total	\$ 32,152,929

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

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

**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 22nd day of September 2025 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION

**RESOLUTION SUBMITTING THE PRELIMINARY PROPERTY TAX LEVY
ON REAL ESTATE TO THE RAMSEY COUNTY AUDITOR
FOR THE FISCAL YEAR OF 2026**

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

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

<u>Purpose</u>	<u>Amount</u>
Programs & Services	\$ 27,894,062
Capital	2,413,000
Debt Service	2,543,953
Total	\$ 32,851,015

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

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

.

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 22nd day of September 2025 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 22nd day of September 2025.

Patrick Trudgeon
City Manager

Seal

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was held on the 22nd day of September 2025, at 6:00 p.m.

The following members were present

and the following were absent:

Member _____introduced the following resolution and moved its adoption:

RESOLUTION NO _____

**A RESOLUTION APPROVING A SPECIAL PROPERTY TAX LEVY, FOR THE BENEFIT
OF THE ROSEVILLE ECONOMIC DEVELOPMENT AUTHORITY, ON REAL ESTATE
TO THE RAMSEY COUNTY AUDITOR FOR THE FISCAL YEAR OF 2026**

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

The request of the Economic Development Authority for a special levy per Minnesota Statutes Section 469.107, is hereby approved in the amount of \$264,856 to be collected in 2026 for the purposes of Minnesota Statutes, Sections 469.090 to 469.1081. This amount does not exceed 0.01813 percent of estimated market value of the city as required under Section 469.107.

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

and the following voted against:

WHEREUPON said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 22nd day of September 2025 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 22nd day of September 2025.

Patrick Trudgeon
City Manager

Seal

2026 PRELIMINARY BASE BUDGET - CITY AND EDA

	Page
Combined City and EDA Budget Summary	1
Budget Summary by Function	2
Reconciliation of Revenue Changes - 2026 versus 2025	5
Reconciliation of Expenditure Changes - 2026 versus 2025	8
General Fund Budget	11
General Fund Expenditures by Division	12
Communications Fund Budget	15
Information Technology Fund Budget	16
Recreation Fund Budget	17
Park Maintenance Fund Budget	18
Recreation & Park Maintenance Expenditures by Division	19
Community Development Fund Budget	21
Community Development Fund by Division	22
Debt Service Fund Budget	24
Engineering Services Fund Budget	25
License Center Fund Budget	26
Streetscape Fund Budget	27
Vehicle & Equipment Funds Budget	28
Building Replacement Fund Budget	29
Street Lighting Fund Budget	30
Pathway Maintenance Fund Budget	31
Park Improvement Fund Budget	32
Street Infrastructure Fund Budget	33
Water Utilitiy Fund Budget	34
Sewer Utility Fund Budget	35
Stormwater Utility Fund Budget	36
Environmental/Recycling Utility Fund Budget	37
Golf Course Enterprise Fund Budget	38
Lawful Gambling Fund Budget	39
Tax Increment Fund Budget	40
EDA Fund Budget	41

City of RosevilleCombined Funds Financial Summary
CITY & EDA

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 24,887,203	\$ 26,006,743	\$ 28,542,913	\$ 30,717,459	\$ 33,035,726	\$ 2,318,267	7.55%
Tax Increments	\$ 1,400,327	\$ 2,429,997	\$ 3,261,669	\$ 2,305,000	\$ 2,305,000	-	0.00%
Intergovernmental Revenue	\$ 8,304,312	\$ 5,854,182	\$ 4,640,840	\$ 3,236,230	\$ 4,410,665	1,174,435	36.29%
Licenses & Permits	\$ 2,259,932	\$ 2,391,403	\$ 2,144,290	\$ 2,026,710	\$ 1,821,333	(205,377)	-10.13%
Charges for Services	\$ 24,198,308	\$ 27,769,352	\$ 27,837,251	\$ 30,167,372	\$ 31,974,804	1,807,432	5.99%
Fines and Forfeits	\$ 87,068	\$ 76,371	\$ 86,259	\$ 70,000	\$ 80,000	10,000	14.29%
Cable Franchise Fees	\$ 374,855	\$ 354,531	\$ 321,611	\$ 354,000	\$ 300,000	(54,000)	-15.25%
Special Assessments	\$ 244,285	\$ 695,121	\$ 58,560	\$ 85,000	\$ 85,000	-	0.00%
Investment Income	\$ (4,293,671)	\$ 2,551,528	\$ 1,902,184	\$ 329,218	\$ 530,889	201,671	61.26%
Miscellaneous	\$ 535,866	\$ 858,725	\$ 924,752	\$ 690,963	\$ 751,569	60,606	8.77%
Total Revenues	\$ 57,998,485	\$ 68,987,953	\$ 69,720,329	\$ 69,981,952	\$ 75,294,986	\$ 5,313,034	7.59%
Expenditures							
Personnel Services	\$ 24,321,760	\$ 25,390,487	\$ 27,510,757	\$ 31,205,308	\$ 32,765,701	\$ 1,560,393	5.00%
Supplies & Materials	\$ 1,751,274	\$ 1,859,844	\$ 1,881,136	\$ 2,072,005	\$ 2,050,655	(21,350)	-1.03%
Utilities	\$ 9,647,335	\$ 10,639,415	\$ 10,605,889	\$ 11,605,655	\$ 12,170,638	564,983	4.87%
Contractual Services	\$ 5,907,742	\$ 7,919,871	\$ 8,646,934	\$ 9,151,555	\$ 9,379,936	228,381	2.50%
Other Charges	\$ 2,023,125	\$ 1,810,050	\$ 2,157,696	\$ 2,479,192	\$ 2,528,304	49,112	1.98%
Capital Outlay	\$ 16,315,224	\$ 9,968,905	\$ 10,291,001	\$ 14,125,145	\$ 18,551,820	4,426,675	31.34%
Debt Service	\$ 2,715,327	\$ 2,730,935	\$ 2,709,523	\$ 2,485,500	\$ 2,820,203	334,703	13.47%
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	-	0.00%
Total Expenditures	\$ 62,681,787	\$ 60,319,507	\$ 63,802,936	\$ 73,124,360	\$ 80,267,257	\$ 7,142,897	9.77%
Other Financing Sources (Uses)							
Transfers In /	\$ 641,056	\$ 2,034,026	\$ 3,283,593	\$ 768,000	\$ 315,000	\$ (453,000)	-58.98%
Transfers Out	(1,291,684)	(1,966,920)	(4,647,135)	(990,000)	(1,030,000)	(40,000)	4.04%
Sale of Assets/Bond Proceeds	-	-	133,100	-	1,800,000	1,800,000	100.00%
Total Other Financing Sources	\$ (650,628)	\$ 67,106	\$ (1,230,442)	\$ (222,000)	\$ 1,085,000	\$ 1,307,000	-588.74%
Net Chg. in Fund Balance / Net Assets	(5,333,930)	8,735,552	4,686,951	(2,664,876)	(3,887,271)		
Beginning Fund Balance / Net Assets	44,506,754	39,172,824	47,908,376	52,595,327	49,930,451		
Ending Fund Balance / Net Assets	\$ 39,172,824	\$ 47,908,376	\$ 52,595,327	\$ 49,930,451	\$ 48,221,654		

City of Roseville
Budget Summary by Function

9/22/2025

	2022	2023	2024	2025	2026	\$\$	%
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
City Council	\$ 284,981	\$ 279,091	\$ 351,579	\$ 308,656	\$ 311,874	\$ 3,218	0.9%
Administration	1,136,947	1,224,265	2,137,150	2,415,211	2,602,168	186,957	8.7%
Elections	101,927	101,980	103,011	105,740	106,119	379	0.4%
Legal	381,889	372,833	388,155	390,000	402,504	12,504	3.2%
Finance Department	727,288	812,136	886,018	984,707	1,008,356	23,649	2.7%
Central Services	39,671	36,114	38,689	53,500	39,963	(13,537)	-35.0%
General Insurance	70,000	70,000	70,000	70,000	70,000	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
General Government	\$ 2,742,703	\$ 2,896,419	\$ 3,974,602	\$ 4,327,814	\$ 4,540,984	\$ 213,170	5.4%
Police Department	9,446,622	10,197,567	11,568,414	13,210,946	13,801,130	590,184	5.1%
Fire Administration	501,187	506,296	621,924	692,610	718,182	25,572	4.1%
Fire Fighting	3,337,097	3,557,420	3,855,646	4,073,409	4,416,362	342,953	8.9%
Fire Emergency Management	1,108	3,709	9,542	30,500	17,400	(13,100)	-137.3%
Fire	\$ 3,839,392	\$ 4,067,425	\$ 4,487,112	\$ 4,796,519	\$ 5,151,944	\$ 355,425	7.9%
Fire Relief Association	48,815	47,725	47,400	47,700	47,700	-	0.0%
Fire Relief	\$ 48,815	\$ 47,725	\$ 47,400	\$ 47,700	\$ 47,700	\$ -	0.0%
Public Works Administration	981,024	1,007,346	1,136,173	1,210,090	1,268,501	58,411	5.1%
Street Department	1,214,460	1,215,310	1,149,062	1,324,300	1,288,249	(36,051)	-3.1%
Street Lighting	210,871	223,421	193,127	220,000	245,000	25,000	12.9%
Building Maintenance	520,069	560,276	494,081	482,470	562,420	79,950	16.2%
Central Garage	248,941	293,609	256,015	260,100	271,251	11,151	4.4%
Public Works	\$ 3,175,365	\$ 3,299,962	\$ 3,228,458	\$ 3,496,960	\$ 3,635,421	\$ 138,461	4.3%
General Fund	\$ 19,252,897	\$ 20,509,098	\$ 23,305,986	\$ 25,879,939	\$ 27,177,179	\$ 1,297,240	5.6%
Parks & Recreation Administration	699,158	570,043	819,595	819,595	856,822	37,227	4.5%
Recreation Fee Activities	1,484,584	1,618,098	1,793,663	1,793,663	1,807,868	14,205	0.8%
Recreation Non-fee Activities	134,261	159,726	239,490	239,490	253,642	14,152	5.9%
Recreation Nature Center	75,724	82,757	119,461	119,461	126,958	7,497	6.3%
Recreation Activity Center	108,576	115,458	149,655	149,655	149,681	26	0.0%

City of Roseville
Budget Summary by Function

9/22/2025

	2022	2023	2024	2025	2026	\$\$	%
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
Skating Center	1,405,629	1,492,259	1,617,830	1,617,830	1,637,055	19,225	1.2%
Parks & Recreation Fund	\$ 3,907,932	\$ 4,038,341	\$ 4,739,694	\$ 4,739,694	\$ 4,832,026	\$ 92,332	1.9%
Planning	597,402	606,106	708,810	708,810	733,580	24,770	3.5%
GIS	38,580	39,276	45,410	45,410	47,476	2,066	4.5%
Code Enforcement	843,167	945,539	1,065,530	1,065,530	1,055,091	(10,439)	-1.0%
Neighborhood Enhancement	36,533	44,452	42,870	42,870	43,683	813	1.9%
Nuisance Code Enforcement	171,140	111,065	126,780	126,780	130,965	4,185	3.3%
Community Development Fund	\$ 1,686,822	\$ 1,746,438	\$ 1,989,400	\$ 1,989,400	\$ 2,010,795	\$ 21,395	1.1%
Information Technology	728,494	857,141	-	-	-	-	0.0%
Communications	532,363	584,740	678,735	678,735	698,880	20,145	3.0%
License Center	1,963,318	2,353,889	2,489,106	2,489,106	2,632,313	143,207	5.8%
Engineering Services	382,210	349,054	301,960	301,960	299,624	(2,336)	-0.8%
Lawful Gambling	147,755	140,309	149,279	149,279	143,335	(5,944)	-4.0%
EDA	400,637	440,881	449,856	449,856	449,826	(30)	0.0%
Parks Maintenance	1,354,040	1,462,548	1,733,076	1,733,076	1,827,710	94,634	5.5%
Special Purpose Operating Funds	\$ 5,508,817	\$ 6,188,562	\$ 5,802,012	\$ 5,802,012	\$ 6,051,688	\$ 249,676	4.3%
Vehicle & Equipment Replacement	993,418	1,990,081	2,294,250	2,294,250	3,507,020	1,212,770	52.9%
Building Replacement	3,824,750	434,344	1,601,595	1,601,595	1,240,000	(361,595)	-22.6%
Park Improvements	726,700	788,118	1,476,500	1,476,500	1,707,500	231,000	15.6%
Pathway Maintenance	171,569	148,484	289,300	289,300	299,300	10,000	3.5%
Street Light Replacement	-	-	57,500	57,500	405,000	347,500	604.3%
Streetscape (Boulevard)	53,595	65,522	122,000	122,000	122,000	-	0.0%
Street Infrastructure	4,569,024	2,191,077	2,125,000	2,125,000	3,860,000	1,735,000	81.6%
Capital Outlay Funds	\$ 10,339,056	\$ 5,617,626	\$ 7,966,145	\$ 7,966,145	\$ 11,140,820	\$ 3,174,675	39.9%
2011 Bonds	219,396	265,793	220,874	-	-	-	0.0%
2025 Bonds	-	-	-	-	320,473	320,473	100.0%
2012 Bonds	1,459,395	1,442,385	1,434,720	1,434,720	1,442,595	7,875	0.5%
2020 Bonds	779,940	771,330	774,480	774,480	780,885	6,405	0.8%
Debt Service Funds	\$ 2,458,731	\$ 2,479,508	\$ 2,430,074	\$ 2,209,200	\$ 2,543,953	\$ 334,753	13.8%

City of Roseville**Budget Summary by Function**

9/22/2025

	2022 <u>Actual</u>	2023 <u>Actual</u>	2024 <u>Actual</u>	2025 <u>Budget</u>	2026 <u>Budget</u>	\$ <u>Increase</u>	% <u>Incr.</u>
TIF District Funds	\$ 783,810	\$ 1,141,821	\$ 2,355,000	\$ 2,355,000	\$ 2,355,000	\$ -	0.0%
Sanitary Sewer	5,739,593	5,185,533	7,161,890	7,161,890	7,304,599	142,709	2.0%
Water	9,580,162	10,149,323	10,635,395	10,635,395	12,133,309	1,497,914	14.1%
Stormwater	3,275,345	3,699,839	2,982,910	2,982,910	3,958,045	975,135	32.7%
Environmental (Recycling)	867,109	869,967	1,714,675	1,714,675	1,021,173	(693,502)	-40.4%
Golf Course	541,762	640,605	678,100	678,100	728,670	50,570	7.5%
Enterprise Funds	\$ 20,003,971	\$ 20,545,267	\$ 23,172,970	\$ 23,172,970	\$ 25,145,796	\$ 1,972,826	8.5%

Total Budget by Funding Source

Total Budget: Governmental	\$ 43,537,428	\$ 41,280,513	\$ 48,138,455	\$ 50,491,534	\$ 55,661,635	\$ 5,170,101	10.7%
Total Budget: EDA	400,637	440,881	449,856	449,856	449,826	\$ (30)	0.0%
Total Budget: Proprietary	20,003,971	20,545,267	23,172,970	23,172,970	25,145,796	1,972,826	8.5%
	\$ 63,942,036	\$ 62,266,661	\$ 71,761,281	\$ 74,114,360	\$ 81,257,257	\$ 7,142,897	10.0%

Total Budget by Major Category

Personnel Services	\$ 24,321,760	\$ 25,390,487	\$ 31,205,308	\$ 31,205,308	\$ 32,765,701	1,560,393	5.0%
Supplies & Materials	1,751,274	1,859,688	2,072,005	2,072,005	2,050,655	(21,350)	-1.0%
Utilities	9,647,336	10,639,414	11,605,655	11,605,655	12,170,638	564,983	4.9%
Contractual Services	6,180,673	8,230,266	9,151,555	9,151,555	9,379,936	228,381	2.5%
Other Charges	3,010,442	3,266,575	3,469,192	3,469,192	3,518,304	49,112	1.4%
Debt Services	2,715,327	2,730,935	2,709,523	2,485,500	2,820,203	334,703	12.4%
Capital Outlay	16,315,224	9,460,471	14,125,145	14,125,145	18,551,820	4,426,675	-1.8%
	\$ 63,942,036	\$ 61,577,836	\$ 74,338,383	\$ 74,114,360	\$ 81,257,257	\$ 7,142,897	9.6%

2026 BUDGET - REVENUE RECONCILIATION 2026 VERSUS 2025

9/22/2025

Total Changes

Property Taxes

General Fund	\$ 1,728,308
Communications	\$ 74,245
Recreation	\$ 9,171
Parks Maintenance	\$ 287,820
GO Debt	\$ 334,753
Vehicle & Equipment Replacement	\$ (16,000)
EDA	\$ (100,030)
Total Change in Property Taxes	\$ 2,318,267

Intergovernmental Revenue

General - State aid - police & fire	\$ 117,800
General - MSA Maint	\$ 36,280
General - Hsg Nav grant	\$ (30,000)
General - BCA, Auto Theft Grants	\$ (65,000)
General-PD&FD Training	\$ 20,000
General - School Resource Officers	\$ 20,000
General-PSA used in 2025 budget	\$ (509,620)
General-Public Safety Aid-use of fund balance	\$ 145,415
PMP-MSA	\$ 1,635,000
Environ-MPCA climate action plan	\$ 49,975
Environ-County Reimbursement-Carts	\$ (100,000)
Total change in intergovernmental	\$ 1,319,850

Licenses & Permits

General - Liquor licenses	\$ 4,318
General - Business licenses	\$ 2,225
Gen -Fire MF Rental Inspection	\$ (8,920)
Gen - Fire inspection permits	\$ 200
Cnty Dev - various permits and licenses	\$ (203,200)
Total change in licenses & Permits	\$ (205,377)

2026 BUDGET - REVENUE RECONCILIATION 2026 VERSUS 2025

9/22/2025

Total Changes

Charges for Services

Gen -Fire hotel, safety & plan review fees	\$ 7,200
Gen - RVA admin fees	\$ 2,000
Gen - Police false alarm fees	\$ 10,000
Gen - Tower Lease Revenues	\$ (59,575)
Gen-Rosedale Flock LPR	\$ 12,000
Recreation-fee activities	\$ 65,103
Recreation-Non-fee activities	\$ (350)
Recreation-Skating Center	\$ 24,250
Recreation-Nature Center	\$ 11,000
CD-SAC Admin fee	\$ (5,000)
License Center-MV, DL, Passports	\$ 21,000
Eng Svcs - Falcon Heights	\$ (75,000)
Water - 5.5% increase per URStudy	\$ 497,776
Water - AH capital reimb	\$ 1,075,493
Sewer - 2% increase per URStudy	\$ 134,580
Recycling-increase to cover expenses	\$ 35,955
Golf-Green fees & concession sales	\$ 51,000
Total Change in Charges for Services	\$ 1,807,432

Fines and Forfeits

General-Court, Alcohol & tobacco fines	\$ 10,000
Total change in court fines	\$ 10,000

Cable Franchise Fees

Communications- based on 5 yr average	\$ (54,000)
---------------------------------------	-------------

Interest Earnings

Gen fund - 5 year average	\$ 50,000
Parks & Rec- 5 year average	\$ 10,000
Communications	\$ (100)
V & E funds	\$ 4,000
Facilities Fund	\$ 47,000

2026 BUDGET - REVENUE RECONCILIATION 2026 VERSUS 2025

9/22/2025

	Total Changes
Pathway fund	\$ 2,443
Street light Replacement	\$ 812
PMP fund	\$ (9,038)
PIP Fund	\$ 5,420
License Center	\$ 11,134
Sewer Fund	\$ 80,000
Cedarholm Golf fund	\$ -
Total Change in Interest earnings	\$ 201,671
<u>Donations & Miscellaneous</u>	
Gen Fund-PD & FD miscellaneous	\$ (8,000)
Gen fund-IT internal charges	\$ 40,800
V&E Funds - equipment certificates	\$ 1,800,000
Street Lights-property reimburse for special lighting	\$ 188,750
Lawful Gambling-reduction	\$ (5,944)
Golf- misc	\$ 3,000
Environmental-native plant sale	\$ 7,000
Sewer-vehicle trade in	\$ (165,000)
Total Change in Misc/bond proceeds	\$ 1,860,606
<u>Transfers In</u>	
V&E funds - trf from excess cash reserves	\$ (400,000)
Pathway - trf from excess cash reserves	\$ (100,000)
EDA - trf from 725 to 727	\$ 40,000
Golf-trf in to cover capital expenses	\$ 7,000
	\$ (453,000)
Total Revenue & Transfer In Changes	\$ 6,805,449

2026 BUDGET - EXPENDITURE RECONCILIATION 2026 VERSUS 2025

9/22/2025

	Total Changes
<u>PERSONNEL CHANGES</u>	
Steps, turnover, insurance & union changes	\$ 510,241
Paid Family Medical Leave	\$ 112,576
COLA	\$ 778,804
Overtime increases	\$ 103,000
Police intern wage increase	\$ 14,672
CD position changes	\$ (31,900)
full year HR Manager	\$ 73,000
	\$ 1,560,393
<u>SUPPLIES & MATERIALS</u>	
Central Services - reduced printing supplies	\$ (5,000)
Streets - Reduced road salt	\$ (60,000)
Park Maint- vehicle & operating supplies	\$ 5,000
Golf - merchandise for resale	\$ 12,000
License Center-(paper, passport photo paper, etc)	\$ 9,050
Other minor cost changes	\$ 17,600
	\$ (21,350)
<u>UTILITIES</u>	
Street Lighting	\$ 20,000
General-Public Safety Aid-use of fund balance	\$ (10,000)
Water	\$ 518,970
Sewer	\$ 36,248
Other minor cost changes	\$ (235)
	\$ 564,983
<u>CONTRACTUAL SERVICES</u>	
Admin - Metro-INET contract	\$ 86,812
Legal contract	\$ 12,504
Finance - reduce arbitrage and bond rating analysis	\$ (4,000)
Police-Dispatch services	\$ 66,158
Police-Software maintenance increases	\$ 21,400
Police- service contract increases	\$ 31,600

2026 BUDGET - EXPENDITURE RECONCILIATION 2026 VERSUS 2025

9/22/2025

	Total Changes
Police - Social worker contract	\$ (30,000)
Fire- increased contract maint	\$ 6,000
Fire-decreased siren repair maintenance	\$ (12,500)
Bldg Maint - Janitorial services contract	\$ 22,350
Bldg Maint - Key Card contract	\$ 5,500
Rec- increases in various programs	\$ 28,774
Rec- decreases in various programs	\$ (14,116)
Park Maint - Disease Hazard tree removal	\$ 10,000
Communications-Community Survey	\$ 30,000
Cmty Dev-decreased plan review consult	\$ (5,000)
Water-leak detection coincontract increase	\$ 20,000
Water-Fiber to booster costs	\$ 6,200
Environmental-recycling contract	\$ (61,367)
Environmental - cart maint	\$ 5,000
Other minor cost changes	\$ 3,066
	\$ 228,381

OTHER CHARGES

Admin-removed commission stipends, engagement costs	\$ (26,100)
Admin-reduced career development	\$ (5,000)
Central Services - reduced telephone and postage	\$ (8,537)
Police-cont. maint. Vehicles - rising costs to repair	\$ 40,000
Police - replace laptops	\$ 5,000
Police - Training & leadership conference	\$ 9,000
Fire-cont. maint vehicles	\$ 4,000
Fire-Training	\$ 4,500
PW Admin - software maint costs	\$ (8,574)
PW Streets - software maint costs	\$ 11,352
Bldg Maint - City Fiber Locates (prior MInet)	\$ 54,000
Parks - Scholarships	\$ 5,000
Parks-Activenet fees reduced, new processor	\$ (25,000)
Parks-Rent increase (portable toilets)	\$ 7,000

2026 BUDGET - EXPENDITURE RECONCILIATION 2026 VERSUS 2025

9/22/2025

	Total Changes
Comm- NSCC membership decreased	\$ (25,503)
Sewer-sewer claims	\$ 9,000
Cedarholm-minor equipment	\$ 5,000
Other minor cost changes	\$ (6,026)
	\$ 49,112
<u>DEBT SERVICE CHANGES</u>	
Debt Service - Water	\$ (50)
Debt Service -GO debt	\$ 334,753
	\$ 334,703
<u>CAPITAL OUTLAY CHANGES</u>	
Vehicles & Equipment	\$ 1,212,770
Facilities	\$ (361,595)
Pathways & Parking Lots	\$ 10,000
Street Lighting	\$ 347,500
Park Improvements	\$ 231,000
Pavement Management	\$ 1,735,000
Golf equipment	\$ 7,000
Stormwater capital	\$ 970,000
Sewer capital	\$ 50,000
Water-capital	\$ 920,000
Environmental - recycling carts	\$ (650,000)
Cnty Dev - vehicle	\$ (45,000)
	\$ 4,426,675
 Total Expenditure & Transfer Out Changes	 \$ 7,142,897

City of Roseville

General Fund Financial Summary

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 14,710,409	\$ 15,739,337	\$ 18,468,975	\$ 20,427,468	\$ 22,155,776	\$ 1,728,308	8.5%
Tax Increments						-	0.0%
Intergovernmental Revenue	2,184,088	3,975,759	2,080,722	2,456,540	2,046,000	(410,540)	-16.7%
Licenses & Permits	366,465	562,701	390,510	469,260	467,083	(2,177)	-0.5%
Charges for Services	1,117,670	1,071,341	1,576,338	1,778,980	1,750,605	(28,375)	-1.6%
Fines and Forfeits	87,068	76,371	86,259	70,000	80,000	10,000	14.3%
Cable Franchise Fees						-	0.0%
Special Assessments		145	51			-	0.0%
Investment Income	(1,031,774)	808,177	469,826	50,000	100,000	50,000	100.0%
Miscellaneous	196,622	186,865	220,029	199,500	232,300	32,800	16.4%
Total Revenues	\$ 17,630,548	\$ 22,420,696	\$ 23,292,710	\$ 25,451,748	\$ 26,831,764	\$ 1,380,016	5.4%
Expenditures							
Personnel Services	\$ 15,306,045	\$ 16,057,292	\$ 17,679,479	\$ 20,053,921	\$ 21,103,968	\$ 1,050,047	5.2%
Supplies & Materials	897,345	949,541	937,039	1,030,800	972,400	(58,400)	-5.7%
Utilities	430,631	410,401	353,573	419,800	439,700	19,900	4.7%
Contractual Services	1,920,664	2,256,475	3,428,776	3,319,141	3,528,690	209,549	6.3%
Other Charges	698,212	835,389	907,119	1,056,277	1,132,421	76,144	7.2%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	100.0%
Total Expenditures	\$ 19,252,897	\$ 20,509,098	\$ 23,305,986	\$ 25,879,939	\$ 27,177,179	\$ 1,297,240	5.0%
Other Financing Sources (Uses)							
Transfers In	\$ 241,227	\$ 234,169	\$ 358,534	\$ 200,000	\$ 200,000	\$ -	0.0%
Transfers Out	(31,436)	(200,000)	(1,000,049)	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ 209,791	\$ 34,169	\$ (641,515)	\$ 200,000	\$ 200,000	\$ -	0.0%
Net Change in Fund Balance	(1,412,558)	1,945,767	(654,791)	(228,191)	(145,415)		
Beginning Fund Balance	10,147,395	8,734,837	10,680,604	10,025,813	9,797,622		
Ending Fund Balance	\$ 8,734,837	\$ 10,680,604	\$ 10,025,813	\$ 9,797,622	\$ 9,652,207		

City of Roseville

Budget Detail by Function

9/22/2025

	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>\$</u>	<u>%</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
<u>GENERAL FUND</u>							
City Council							
Personnel Services	\$ 41,372	44,870	51,493	55,920	55,140	\$ (780)	-1.4%
Supplies & Materials			188	100	100	-	0.0%
Contractual Services	182,124	89,573	171,854	74,500	79,000	4,500	6.0%
Other Charges	61,485	144,648	128,044	178,136	177,634	(502)	-0.3%
	<u>\$ 284,981</u>	<u>\$ 279,091</u>	<u>\$ 351,579</u>	<u>\$ 308,656</u>	<u>\$ 311,874</u>	<u>\$ 3,218</u>	<u>1.0%</u>
Administration							
Personnel Services	\$ 927,962	\$ 935,180	\$ 1,032,438	\$ 1,177,960	\$ 1,325,191	\$ 147,231	12.5%
Supplies & Materials	6,410	4,132	3,432	5,500	3,500	(2,000)	-36.4%
Contractual Services	44,435	116,093	1,001,615	1,031,797	1,109,718	77,921	7.6%
Other Charges	158,140	168,860	99,665	199,954	163,759	(36,195)	-18.1%
	<u>\$ 1,136,947</u>	<u>\$ 1,224,265</u>	<u>\$ 2,137,150</u>	<u>\$ 2,415,211</u>	<u>\$ 2,602,168</u>	<u>\$ 186,957</u>	<u>7.7%</u>
Elections							
Personnel Services	\$ 4,851	\$ 4,904	\$ 5,935	\$ 5,740	\$ 6,119	\$ 379	6.6%
Contractual Services	97,076	97,076	97,076	100,000	100,000	-	0.0%
	<u>\$ 101,927</u>	<u>\$ 101,980</u>	<u>\$ 103,011</u>	<u>\$ 105,740</u>	<u>\$ 106,119</u>	<u>\$ 379</u>	<u>0.4%</u>
Legal							
Contractual Services	381,889	372,833	388,155	390,000	402,504	12,504	3.2%
	<u>\$ 381,889</u>	<u>\$ 372,833</u>	<u>\$ 388,155</u>	<u>\$ 390,000</u>	<u>\$ 402,504</u>	<u>\$ 12,504</u>	<u>3.2%</u>
Finance							
Personnel Services	\$ 642,231	\$ 719,644	\$ 789,150	\$ 843,400	\$ 870,163	\$ 26,763	3.2%
Supplies & Materials	6,169	2,784	4,790	4,600	4,600	-	0.0%
Contractual Services	62,108	73,641	71,005	116,824	113,490	(3,334)	-2.9%
Other Charges	16,780	16,067	21,073	19,883	20,103	220	1.1%
	<u>\$ 727,288</u>	<u>\$ 812,136</u>	<u>\$ 886,018</u>	<u>\$ 984,707</u>	<u>\$ 1,008,356</u>	<u>\$ 23,649</u>	<u>2.4%</u>
Central Services							
Supplies & Materials	13,189	10,575	14,088	20,000	15,000	(5,000)	-33.3%
Other Charges	26,482	25,539	24,601	33,500	24,963	(8,537)	-34.2%
	<u>\$ 39,671</u>	<u>\$ 36,114</u>	<u>\$ 38,689</u>	<u>\$ 53,500</u>	<u>\$ 39,963</u>	<u>\$ (13,537)</u>	<u>-33.9%</u>
General Insurance							
Contractual Services	70,000	70,000	70,000	70,000	70,000	-	0.0%
	<u>\$ 70,000</u>	<u>\$ 70,000</u>	<u>\$ 70,000</u>	<u>\$ 70,000</u>	<u>\$ 70,000</u>	<u>\$ -</u>	<u>0.0%</u>
Police Department							

City of Roseville

Budget Detail by Function

9/22/2025

	2022	2023	2024	2025	2026	\$\$	%
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
Personnel Services	\$ 8,269,359	\$ 8,674,906	\$ 9,787,385	\$ 11,426,246	\$ 11,864,372	\$ 438,126	3.8%
Supplies & Materials	382,432	388,182	413,704	458,100	470,500	12,400	2.7%
Contractual Services	528,758	830,311	977,027	928,000	1,013,658	85,658	9.2%
Other Charges	266,073	304,168	390,298	398,600	452,600	54,000	13.5%
	<u>\$ 9,446,622</u>	<u>\$ 10,197,567</u>	<u>\$ 11,568,414</u>	<u>\$ 13,210,946</u>	<u>\$ 13,801,130</u>	<u>\$ 590,184</u>	<u>4.5%</u>
Fire Administration							
Personnel Services	\$ 425,533	\$ 447,511	\$ 507,368	\$ 633,380	\$ 659,539	\$ 26,159	4.1%
Supplies & Materials	868	48	730	-	-	-	0.0%
Utilities	58,371	48,005	43,128	45,000	45,000	-	0.0%
Contractual Services	-	2,765	2,192	-	-	-	0.0%
Other Charges	16,415	7,967	68,506	14,230	13,643	(587)	-4.1%
	<u>\$ 501,187</u>	<u>\$ 506,296</u>	<u>\$ 621,924</u>	<u>\$ 692,610</u>	<u>\$ 718,182</u>	<u>\$ 25,572</u>	<u>3.7%</u>
Fire Operation							
Personnel Services	\$ 3,050,609	\$ 3,232,026	\$ 3,441,190	\$ 3,683,445	\$ 4,012,952	\$ 329,507	8.9%
Supplies & Materials	97,825	106,742	140,250	116,500	115,500	(1,000)	-0.9%
Contractual Services	108,712	124,342	207,206	190,000	196,000	6,000	0.0%
Other Charges	79,951	94,310	67,000	83,464	91,910	8,446	10.1%
	<u>\$ 3,337,097</u>	<u>\$ 3,557,420</u>	<u>\$ 3,855,646</u>	<u>\$ 4,073,409</u>	<u>\$ 4,416,362</u>	<u>\$ 342,953</u>	<u>8.4%</u>
Fire Emergency Mgmt.							
Utilities	1,108	1,004	805	1,500	1,400	(100)	-6.7%
Contractual Services	-	705	9,683	25,000	12,500	(12,500)	-50.0%
Other Charges		2,000	(946)	4,000	3,500	(500)	-12.5%
	<u>\$ 1,108</u>	<u>\$ 3,709</u>	<u>\$ 9,542</u>	<u>\$ 30,500</u>	<u>\$ 17,400</u>	<u>\$ (13,100)</u>	<u>-43.0%</u>
Fire Relief							
Personnel Services	\$ 48,815	\$ 47,725	\$ 47,400	\$ 47,700	\$ 47,700	\$ -	0.0%
	<u>\$ 48,815</u>	<u>\$ 47,725</u>	<u>\$ 47,400</u>	<u>\$ 47,700</u>	<u>\$ 47,700</u>	<u>\$ -</u>	<u>0.0%</u>
PW Administration							
Personnel Services	\$ 919,111	\$ 949,643	\$ 1,060,813	\$ 1,132,480	\$ 1,195,342	\$ 62,862	5.6%
Supplies & Materials	14,963	11,864	16,095	14,000	14,500	500	3.6%
Contractual Services	25,568	27,125	12,851	10,000	11,000	1,000	10.0%
Other Charges	21,382	18,714	46,414	53,610	47,659	(5,951)	-11.1%
	<u>\$ 981,024</u>	<u>\$ 1,007,346</u>	<u>\$ 1,136,173</u>	<u>\$ 1,210,090</u>	<u>\$ 1,268,501</u>	<u>\$ 58,411</u>	<u>4.8%</u>
Streets							
Personnel Services	\$ 767,020	\$ 789,496	\$ 742,885	\$ 807,350	\$ 819,664	\$ 12,314	1.5%

City of Roseville

Budget Detail by Function

9/22/2025

	2022	2023	2024	2025	2026	\$\$	%
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
Supplies & Materials	307,584	334,419	309,040	371,850	311,950	(59,900)	-16.1%
Contractual Services	83,738	55,324	65,503	84,200	85,000	800	1.0%
Other Charges	56,118	36,071	31,634	60,900	71,635	10,735	17.6%
	\$ 1,214,460	\$ 1,215,310	\$ 1,149,062	\$ 1,324,300	\$ 1,288,249	\$ (36,051)	-2.7%
Central Garage							
Personnel Services	\$ 209,182	\$ 211,387	\$ 213,422	\$ 240,300	\$ 247,786	\$ 7,486	3.1%
Supplies & Materials	41,816	70,697	11,706	11,150	10,750	(400)	-3.6%
Contractual Services	2,557	50	57	200	2,700	2,500	1250.0%
Other Charges	(4,614)	11,475	30,830	8,450	10,015	1,565	18.5%
	\$ 248,941	\$ 293,609	\$ 256,015	\$ 260,100	\$ 271,251	\$ 11,151	4.3%
Building Maintenance							
Supplies & Materials	26,089	20,098	23,016	29,000	26,000	(3,000)	-10.3%
Utilities	163,472	159,646	129,779	168,300	168,300	-	0.0%
Contractual Services	330,508	374,962	341,286	283,620	313,120	29,500	10.4%
Other Charges	-	5,570	-	1,550	55,000	53,450	3448.4%
	\$ 520,069	\$ 560,276	\$ 494,081	\$ 482,470	\$ 562,420	\$ 79,950	16.6%
Street Lighting							
Utilities	207,680	201,746	179,861	205,000	225,000	20,000	9.9%
Contractual Services	3,191	21,675	13,266	15,000	20,000	5,000	23.1%
	\$ 210,871	\$ 223,421	\$ 193,127	\$ 220,000	\$ 245,000	\$ 25,000	11.4%
Total General Fund							
Personnel Services	\$ 15,306,045	\$ 16,057,292	\$ 17,679,479	\$ 20,053,921	\$ 21,103,968	\$ 1,050,047	5%
Supplies & Materials	897,345	949,541	937,039	1,030,800	972,400	(58,400)	-6%
Utilities	430,631	410,401	353,573	419,800	439,700	19,900	5%
Contractual Services	1,920,664	2,256,475	3,428,776	3,319,141	3,528,690	209,549	6%
Other Charges	698,212	835,389	907,119	1,056,277	1,132,421	76,144	7%
	\$ 19,252,897	\$ 20,509,098	\$ 23,305,986	\$ 25,879,939	\$ 27,177,179	\$ 1,297,240	5%

City of Roseville

Communications Fund Financial Summary

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 104,207	\$ 122,815	\$ 186,788	\$ 277,635	\$ 351,880	\$ 74,245	26.7%
Tax Increments						-	0.0%
Intergovernmental Revenue						-	0.0%
Licenses & Permits						-	0.0%
Charges for Services	46,000	46,000	47,000	47,000	47,000	-	100.0%
Fines and Forfeits						-	0.0%
Cable Franchise Fees	374,855	354,531	321,611	354,000	300,000	(54,000)	-15.3%
Special Assessments						-	0.0%
Investment Income	(66)	(5,089)	5,489	100	-	(100)	-100.0%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 524,996	\$ 518,257	\$ 560,888	\$ 678,735	\$ 698,880	\$ 20,145	3.0%
Expenditures							
Personnel Services	\$ 280,176	\$ 331,411	\$ 370,427	\$ 406,000	\$ 424,812	\$ 18,812	4.6%
Supplies & Materials	1,086	-	143	1,000	500	(500)	-50.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	37,939	39,284	51,473	49,592	77,933	28,341	57.1%
Other Charges	213,162	214,045	154,107	222,143	195,635	(26,508)	-11.9%
Capital Outlay				-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 532,363	\$ 584,740	\$ 576,150	\$ 678,735	\$ 698,880	\$ 20,145	3.0%
Other Financing Sources (Uses)							
Transfers In	\$ 31,436	\$ 20,444	\$ 10,308	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ 31,436	\$ 20,444	\$ 10,308	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	24,069	(46,039)	(4,954)	-	-		
Beginning Fund Balance	129,902	153,971	107,932	107,932	107,932		
Ending Fund Balance	\$ 153,971	\$ 107,932	\$ 102,978	\$ 107,932	\$ 107,932		

City of Roseville

Information Technology Fund Financial Summary

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 153,130	\$ 107,122				\$ -	0.0%
Tax Increments						-	0.0%
Intergovernmental Revenue	77,184	77,184				-	0.0%
Licenses & Permits						-	0.0%
Charges for Services	459,246	468,253				-	0.0%
Fines and Forfeits						-	0.0%
Cable Franchise Fees						-	0.0%
Special Assessments						-	0.0%
Investment Income	(117,384)	117,635				-	0.0%
Miscellaneous	-	-	-			-	0.0%
Total Revenues	\$ 572,176	\$ 770,194	\$ -	\$ -	\$ -	\$ -	0.0%
Expenditures							
Personnel Services						\$ -	0.0%
Supplies & Materials						-	0.0%
Utilities	-			-	-	-	0.0%
Contractual Services	723,343	857,141					0.0%
Other Charges	-						0.0%
Capital Outlay	5,151			-	-	-	0.0%
Debt Service	-	-	-			-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 728,494	\$ 857,141	\$ -	\$ -	\$ -	\$ -	0.0%
Other Financing Sources (Uses)							
Transfers In	\$ 90,283	\$ 203,675		\$ -	\$ -	\$ -	0.0%
Transfers Out			(961,997)	-	-	-	100.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ 90,283	\$ 203,675	\$ (961,997)	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	(66,035)	116,728	(961,997)	-	-		
Beginning Fund Balance	1,778,137	1,712,102	961,997	-	-		
transfer to Metro Inet		(866,833)					
Ending Fund Balance	\$ 1,712,102	\$ 961,997	\$ -	\$ -	\$ -		

City of Roseville

Recreation Fund Financial Summary

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 1,569,427	\$ 1,565,582	\$ 1,565,582	\$ 1,838,410	\$ 1,847,581	\$ 9,171	0.5%
Tax Increments						-	0.0%
Intergovernmental Revenue						-	0.0%
Licenses & Permits						-	0.0%
Charges for Services	2,506,942	2,748,546	2,748,546	2,859,442	2,959,445	100,003	3.5%
Fines and Forfeits						-	0.0%
Cable Franchise Fees						-	0.0%
Special Assessments						-	0.0%
Investment Income	(92,413)	31,550	31,550	15,000	25,000	10,000	66.7%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 3,983,956	\$ 4,345,678	\$ 4,345,678	\$ 4,712,852	\$ 4,832,026	\$ 119,174	2.5%
Expenditures							
Personnel Services	\$ 2,305,283	\$ 2,394,174	\$ 2,539,153	\$ 2,841,262	\$ 2,936,751	\$ 95,489	3.4%
Supplies & Materials	167,485	175,128	205,061	230,415	234,015	3,600	1.6%
Utilities	408,719	401,541	351,259	413,135	403,000	(10,135)	-2.5%
Contractual Services	649,976	794,038	807,222	884,742	899,400	14,658	1.7%
Other Charges	356,152	111,253	309,442	370,140	358,860	(11,280)	-3.0%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 3,887,615	\$ 3,876,134	\$ 4,212,137	\$ 4,739,694	\$ 4,832,026	\$ 92,332	1.9%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%
Transfers Out	(20,317)	(162,207)	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (20,317)	\$ (162,207)	\$ -	\$ -	\$ -	\$ -	100.0%
Net Change in Fund Balance	76,024	307,337	133,541	(26,842)	-		
Beginning Fund Balance	1,156,539	1,232,563	1,539,900	1,539,900	1,513,058		
Ending Fund Balance	\$ 1,232,563	\$ 1,539,900	\$ 1,673,441	\$ 1,513,058	\$ 1,513,058		

City of Roseville**Park Maintenance Fund Financial Summary**

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 1,401,123	\$ 1,459,270	\$ 1,459,270	\$ 1,539,890	\$ 1,827,710	\$ 287,820	18.7%
Tax Increments				-	-	-	0.0%
Intergovernmental Revenue				-	-	-	0.0%
Licenses & Permits				-	-	-	0.0%
Charges for Services				-	-	-	0.0%
Fines and Forfeits				-	-	-	0.0%
Cable Franchise Fees				-	-	-	0.0%
Special Assessments	1,224	150	150	-	-	-	0.0%
Investment Income	(51,658)	31,113	31,113	-	-	-	0.0%
Miscellaneous	10,400	10,072	10,072	-	-	-	0.0%
Total Revenues	\$ 1,361,089	\$ 1,500,605	\$ 1,500,605	\$ 1,539,890	\$ 1,827,710	\$ 287,820	18.7%
Expenditures							
Personnel Services	\$ 971,987	\$ 1,040,574	\$ 1,071,074	\$ 1,281,276	\$ 1,360,910	\$ 79,634	6.2%
Supplies & Materials	160,625	184,309	160,443	178,100	183,100	5,000	2.8%
Utilities	57,440	57,130	49,036	60,000	60,000	-	0.0%
Contractual Services	130,836	161,208	250,726	184,550	194,550	10,000	5.4%
Other Charges	33,152	19,327	15,948	29,150	29,150	-	0.0%
Capital Outlay				-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 1,354,040	\$ 1,462,548	\$ 1,547,227	\$ 1,733,076	\$ 1,827,710	\$ 94,634	5.5%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -			\$ -	100.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%
Net Change in Fund Balance	7,049	38,057	(46,622)	(193,186)	-		
Beginning Fund Balance	388,541	395,590	433,647	433,647	240,461		
Ending Fund Balance	\$ 395,590	\$ 433,647	\$ 387,025	\$ 240,461	\$ 240,461		

City of Roseville

Budget Detail by Function

9/22/2025

	2022 <u>Actual</u>	2023 <u>Actual</u>	2024 <u>Actual</u>	2025 <u>Budget</u>	2026 <u>Budget</u>	\$ <u>Increase</u>	% <u>Incr.</u>
<u>RECREATION & PARKS MAINTENANCE</u>							
Recreation Administration							
Personnel Services	\$ 556,723	\$ 466,060	\$ 555,485	\$ 656,680	\$ 682,187	\$ 25,507	3.9%
Supplies & Materials	6,759	3,950	4,447	7,600	7,600	-	0.0%
Contractual Services	1,017	6,738	6,002	8,015	8,015	-	0.0%
Other Charges	134,659	93,295	127,062	147,300	159,020	11,720	8.0%
	\$ 699,158	\$ 570,043	\$ 692,996	\$ 819,595	\$ 856,822	\$ 37,227	4.5%
Recreation Fee Programs							
Personnel Services	\$ 878,234	\$ 971,481	\$ 989,328	\$ 1,088,381	\$ 1,119,938	\$ 31,557	2.9%
Supplies & Materials	60,674	55,361	80,744	82,965	85,665	2,700	3.3%
Utilities	35,087	32,491	30,239	42,135	42,000	(135)	-0.3%
Contractual Services	354,108	428,566	401,401	456,292	464,075	7,783	1.7%
Other Charges	156,481	130,199	120,766	123,890	96,190	(27,700)	-22.4%
	\$ 1,484,584	\$ 1,618,098	\$ 1,622,478	\$ 1,793,663	\$ 1,807,868	\$ 14,205	0.8%
Recreation Non-Fee Programs							
Personnel Services	\$ 49,096	\$ 56,546	\$ 59,707	\$ 80,665	\$ 81,772	\$ 1,107	1.4%
Supplies & Materials	11,938	16,415	16,860	26,800	26,300	(500)	-1.9%
Contractual Services	61,771	83,327	93,418	93,025	101,970	8,945	9.6%
Other Charges	11,456	3,438	26,442	39,000	43,600	4,600	11.8%
	\$ 134,261	\$ 159,726	\$ 196,427	\$ 239,490	\$ 253,642	\$ 14,152	5.9%
Recreation Activity Center							
Personnel Services	\$ 3,189	\$ 2,994	\$ 2,958	\$ 8,905	\$ 8,931	\$ 26	0.3%
Supplies & Materials	1,646	617	1,000	3,350	3,350	-	0.0%
Contractual Services	98,177	105,206	100,124	129,400	129,400	-	0.0%
Other Charges	5,564	6,641	-	8,000	8,000	-	0.0%
	\$ 108,576	\$ 115,458	\$ 104,082	\$ 149,655	\$ 149,681	\$ 26	0.0%
Recreation Nature Center							
Personnel Services	\$ 36,295	\$ 48,603	\$ 64,826	\$ 71,411	\$ 78,708	\$ 7,297	10.2%
Supplies & Materials	7,856	4,963	6,164	9,800	10,000	200	2.0%
Utilities	10,092	9,556	8,375	11,000	11,000	-	0.0%
Contractual Services	19,317	18,800	22,027	25,700	25,700	-	0.0%
Other Charges	2,164	835	396	1,550	1,550	-	0.0%
	\$ 75,724	\$ 82,757	\$ 101,788	\$ 119,461	\$ 126,958	\$ 7,497	6.3%

City of Roseville

Budget Detail by Function

9/22/2025

	2022	2023	2024	2025	2026	\$	%
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
Skating Center							
Personnel Services	\$ 781,746	\$ 848,490	\$ 866,849	\$ 935,220	\$ 965,215	\$ 29,995	3.2%
Supplies & Materials	78,612	93,822	95,846	99,900	101,100	1,200	1.2%
Utilities	363,540	359,494	312,645	360,000	350,000	(10,000)	-2.8%
Contractual Services	115,586	151,401	184,250	172,310	170,240	(2,070)	-1.2%
Other Charges	66,145	39,052	34,776	50,400	50,500	100	0.2%
	\$ 1,405,629	\$ 1,492,259	\$ 1,494,366	\$ 1,617,830	\$ 1,637,055	\$ 19,225	1.2%
Parks & Recreation Maintenance							
Personnel Services	\$ 971,987	\$ 1,040,574	\$ 1,071,074	\$ 1,281,276	\$ 1,360,910	\$ 79,634	6.2%
Supplies & Materials	160,625	184,309	160,443	178,100	183,100	5,000	2.8%
Utilities	57,440	57,130	49,036	60,000	60,000	-	0.0%
Contractual Services	130,836	161,208	250,726	184,550	194,550	10,000	5.4%
Other Charges	33,152	19,327	15,948	29,150	29,150	-	0.0%
	\$ 1,354,040	\$ 1,462,548	\$ 1,547,227	\$ 1,733,076	\$ 1,827,710	\$ 94,634	5.5%
Total Parks & Recreation Funds							
Personnel Services	\$ 3,277,270	\$ 3,434,748	\$ 3,610,227	\$ 4,122,538	\$ 4,297,661	\$ 175,123	4.2%
Supplies & Materials	328,110	359,437	365,504	408,515	417,115	8,600	2.1%
Utilities	466,159	458,671	400,295	473,135	463,000	(10,135)	-2.1%
Contractual Services	780,812	955,246	1,057,948	1,069,292	1,093,950	24,658	2.3%
Other Charges	409,621	292,787	325,390	399,290	388,010	(11,280)	-2.8%
	\$ 5,261,972	\$ 5,500,889	\$ 5,759,364	\$ 6,472,770	\$ 6,659,736	\$ 186,966	2.9%

City of Roseville

Community Development Fund Financial Summary

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	1,726,677	1,687,233	1,607,758	1,436,200	1,233,000	(203,200)	-14.1%
Charges for Services	54,715	50,940	58,810	50,000	45,000	(5,000)	-10.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	(419,602)	277,142	181,206	25,000	25,000	-	0.0%
Miscellaneous	5,595	2,750	1,429	-	-	-	0.0%
Total Revenues	\$ 1,367,385	\$ 2,018,065	\$ 1,849,203	\$ 1,511,200	\$ 1,303,000	\$ (208,200)	-13.8%
Expenditures							
Personnel Services	\$ 1,324,497	\$ 1,408,328	\$ 1,512,056	\$ 1,591,310	\$ 1,666,354	\$ 75,044	4.7%
Supplies & Materials	8,992	9,734	9,949	11,950	11,850	(100)	-0.8%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	131,514	174,597	152,438	165,000	160,000	(5,000)	-3.0%
Other Charges	193,623	153,934	162,497	176,140	172,591	(3,549)	-2.0%
Capital Outlay	28,196	-	44,719	45,000	-	(45,000)	100.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 1,686,822	\$ 1,746,593	\$ 1,881,659	\$ 1,989,400	\$ 2,010,795	\$ 21,395	1.1%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	(319,437)	271,472	(32,456)	(478,200)	(707,795)		
Beginning Fund Balance	4,447,459	4,128,022	4,399,494	4,367,038	3,888,838		
Ending Fund Balance	\$ 4,128,022	\$ 4,399,494	\$ 4,367,038	\$ 3,888,838	\$ 3,181,043		

City of Roseville

Budget Detail by Function

9/22/2025

	2022	2023	2024	2025	2026	\$\$	%
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
<u>COMMUNITY DEVELOPMENT</u>							
CD - Planning							
Personnel Services	\$ 515,692	\$ 555,275	\$ 605,791	\$ 637,310	\$ 665,080	\$ 27,770	4.4%
Supplies & Materials	435	66	288	1,000	1,000	-	0.0%
Contractual Services	9,615	14,546	13,278	20,000	20,000	-	0.0%
Other Charges	71,660	36,219	41,107	50,500	47,500	(3,000)	-5.9%
	<u>\$ 597,402</u>	<u>\$ 606,106</u>	<u>\$ 660,464</u>	<u>\$ 708,810</u>	<u>\$ 733,580</u>	<u>\$ 24,770</u>	<u>3.5%</u>
CD - Bldg Permits & Inspections							
Personnel Services	\$ 574,289	\$ 671,089	\$ 719,702	\$ 754,330	\$ 794,550	\$ 40,220	5.3%
Supplies & Materials	8,476	9,512	9,555	10,300	10,200	(100)	-1.0%
Contractual Services	121,871	160,045	139,153	145,000	140,000	(5,000)	-3.4%
Other Charges	110,335	104,893	108,784	110,900	110,341	(559)	-0.5%
Capital Outlay	28,196	-	44,719	45,000	-	(45,000)	-100.0%
	<u>\$ 843,167</u>	<u>\$ 945,539</u>	<u>\$ 1,021,913</u>	<u>\$ 1,065,530</u>	<u>\$ 1,055,091</u>	<u>\$ (10,439)</u>	<u>-1.0%</u>
CD-Nuisance Code Enforcement							
Personnel Services	\$ 168,433	\$ 107,993	\$ 116,699	\$ 123,580	\$ 128,065	\$ 4,485	3.6%
Supplies & Materials	-	-	106	-	-	-	0.0%
Other Charges	2,707	3,072	2,872	3,200	2,900	(300)	-9.4%
	<u>\$ 171,140</u>	<u>\$ 111,065</u>	<u>\$ 119,677</u>	<u>\$ 126,780</u>	<u>\$ 130,965</u>	<u>\$ 4,185</u>	<u>3.3%</u>
CD - GIS							
Personnel Services	\$ 34,040	\$ 34,532	\$ 37,646	\$ 39,670	\$ 41,426	\$ 1,756	4.4%
Other Charges	4,540	4,744	4,605	5,740	6,050	310	5.4%
	<u>\$ 38,580</u>	<u>\$ 39,276</u>	<u>\$ 42,251</u>	<u>\$ 45,410</u>	<u>\$ 47,476</u>	<u>\$ 2,066</u>	<u>4.5%</u>
CD - Neighborhood Enhancement							
Personnel Services	\$ 32,043	\$ 39,440	\$ 32,218	\$ 36,420	\$ 37,233	\$ 813	2.2%
Supplies & Materials	81	-	-	650	650	-	0.0%
Contractual Services	28	6	7	-	-	-	0.0%
Other Charges	4,381	5,006	5,129	5,800	5,800	-	0.0%
	<u>\$ 36,533</u>	<u>\$ 44,452</u>	<u>\$ 37,354</u>	<u>\$ 42,870</u>	<u>\$ 43,683</u>	<u>\$ 813</u>	<u>1.9%</u>

City of Roseville

Budget Detail by Function

9/22/2025

	2022	2023	2024	2025	2026	\$	%
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>	<u>Incr.</u>
Community Development Fund							
Personnel Services	\$ 1,324,497	\$ 1,408,329	\$ 1,512,056	\$ 1,591,310	\$ 1,666,354	\$ 75,044	4.7%
Supplies & Materials	8,992	9,578	9,949	11,950	11,850	(100)	-0.8%
Contractual Services	131,514	174,597	152,438	165,000	160,000	(5,000)	-3.0%
Other Charges	193,623	153,934	162,497	176,140	172,591	(3,549)	-2.0%
Capital Outlay	28,196	-	44,719	45,000	-	(45,000)	-100.0%
	\$ 1,686,822	\$ 1,746,438	\$ 1,881,659	\$ 1,989,400	\$ 2,010,795	\$ 21,395	1.1%

City of Roseville

Debt Service Funds Financial Summary

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 2,191,028	\$ 2,142,706	\$ 2,155,661	\$ 2,209,200	\$ 2,543,953	\$ 334,753	15.2%
Tax Increments				-	-	-	0.0%
Intergovernmental Revenue				-	-	-	0.0%
Licenses & Permits				-	-	-	0.0%
Charges for Services				-	-	-	0.0%
Fines and Forfeits				-	-	-	0.0%
Cable Franchise Fees				-	-	-	0.0%
Special Assessments	31,002	29,053	27,104	-	-	-	0.0%
Investment Income	(195,298)	116,405	52,380	-	-	-	0.0%
Miscellaneous	-	-	23,500	-	-	-	0.0%
Total Revenues	\$ 2,026,732	\$ 2,288,164	\$ 2,258,645	\$ 2,209,200	\$ 2,543,953	\$ 334,753	15.2%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services							
Other Charges							
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	2,458,731	2,479,508	2,446,296	2,209,200	2,543,953	334,753	15.2%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 2,458,731	\$ 2,479,508	\$ 2,446,296	\$ 2,209,200	\$ 2,543,953	\$ 334,753	15.2%
Other Financing Sources (Uses)							
Transfers In / Bond Premium	\$ 272,931	\$ 265,931	\$ 257,931	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Debt Issuance / Other				-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ 272,931	\$ 265,931	\$ 257,931	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	(159,068)	74,587	70,280	-	-		
Beginning Fund Balance	2,383,400	2,224,332	2,298,919	2,369,199	2,369,199		
Ending Fund Balance	\$ 2,224,332	\$ 2,298,919	\$ 2,369,199	\$ 2,369,199	\$ 2,369,199		

City of Roseville

Engineering Services Fund Financial Summary

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	166,790	141,469	146,022	121,250	121,250	-	0.0%
Charges for Services	66,291	157,302	67,295	75,000	-	(75,000)	-100.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	(72,836)	55,009	49,298	10,000	10,000	-	0.0%
Miscellaneous	-	-	500	-	-	-	0.0%
Total Revenues	\$ 160,245	\$ 353,780	\$ 263,115	\$ 206,250	\$ 131,250	\$ (75,000)	-36.4%
Expenditures							
Personnel Services	\$ 241,730	\$ 254,923	\$ 200,439	\$ 278,760	\$ 277,906	\$ (854)	-0.3%
Supplies & Materials	144	1,404	121	1,000	1,000	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	137,479	89,427	37,566	-	-	-	0.0%
Other Charges	2,857	3,300	16,080	22,200	20,718	(1,482)	-6.7%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 382,210	\$ 349,054	\$ 254,206	\$ 301,960	\$ 299,624	\$ (2,336)	-0.8%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	(221,965)	4,726	8,909	(95,710)	(168,374)		
Beginning Fund Balance	681,913	459,948	464,674	473,583	377,873		
Ending Fund Balance	\$ 459,948	\$ 464,674	\$ 473,583	\$ 377,873	\$ 209,499		

City of Roseville

License Center Fund Financial Summary

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	127,697	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	2,035,841	2,120,745	2,436,066	2,600,000	2,621,000	21,000	0.8%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	(5,665)	(19,154)	26,325	1,000	12,134	11,134	1113.4%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 2,030,176	\$ 2,229,288	\$ 2,462,391	\$ 2,601,000	\$ 2,633,134	\$ 32,134	1.2%
Expenditures							
Personnel Services	\$ 1,584,536	\$ 1,621,265	\$ 1,844,480	\$ 2,044,930	\$ 2,185,369	\$ 140,439	6.9%
Supplies & Materials	30,212	35,534	40,591	38,200	47,250	9,050	23.7%
Utilities	9,702	10,349	9,093	10,000	10,000	-	0.0%
Contractual Services	34,764	69,913	59,573	68,000	68,000	-	0.0%
Other Charges	127,104	112,510	110,915	127,976	121,694	(6,282)	-4.9%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 1,786,318	\$ 1,849,571	\$ 2,064,652	\$ 2,289,106	\$ 2,432,313	\$ 143,207	6.3%
Other Financing Sources (Uses)							
Transfers In				\$ -	\$ -	\$ -	0.0%
Transfers Out	(177,000)	(504,318)	(200,000)	(200,000)	(200,000)	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (177,000)	\$ (504,318)	\$ (200,000)	\$ (200,000)	\$ (200,000)	\$ -	0.0%
Net Change in Fund Balance	66,858	(124,601)	197,739	111,894	821		
Beginning Fund Balance	346,520	413,378	288,777	486,516	598,410		
Ending Fund Balance	\$ 413,378	\$ 288,777	\$ 486,516	\$ 598,410	\$ 599,231		

City of Roseville

Streetscape Fund Financial Summary

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 58,708	\$ 58,073	\$ 58,073	\$ 60,000	\$ 60,000	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	(14,952)	11,468	11,468	2,000	2,000	-	0.0%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 43,756	\$ 69,541	\$ 69,541	\$ 62,000	\$ 62,000	\$ -	0.0%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	12,370	15,136	4,604	35,000	35,000	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	41,225	50,386	76,027	87,000	87,000	-	0.0%
Other Charges	-	-	-	-	-	-	0.0%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 53,595	\$ 65,522	\$ 80,631	\$ 122,000	\$ 122,000	\$ -	0.0%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	(9,839)	4,019	(11,090)	(60,000)	(60,000)		
Beginning Fund Balance	186,498	176,659	180,678	180,678	120,678		
Ending Fund Balance	\$ 176,659	\$ 180,678	\$ 169,588	\$ 120,678	\$ 60,678		

City of Roseville**Vehicle & Equipment Funds Financial Summary**

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 1,372,788	\$ 1,551,514	\$ 1,551,514	\$ 1,168,000	\$ 1,152,000	\$ (16,000)	-1.4%
Tax Increments						-	0.0%
Intergovernmental Revenue						-	100.0%
Licenses & Permits						-	0.0%
Charges for Services						-	0.0%
Fines and Forfeits						-	0.0%
Cable Franchise Fees						-	0.0%
Special Assessments						-	0.0%
Investment Income	(190,211)	121,612	121,612	15,000	19,000	4,000	0.0%
Miscellaneous	89,675	270,897	270,897	30,000	30,000	-	100.0%
Total Revenues	\$ 1,272,252	\$ 1,944,023	\$ 1,944,023	\$ 1,213,000	\$ 1,201,000	\$ (12,000)	-1.0%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services							
Other Charges							
Capital Outlay	993,418	1,990,081	2,491,200	2,294,250	3,507,020	1,212,770	52.9%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 993,418	\$ 1,990,081	\$ 2,491,200	\$ 2,294,250	\$ 3,507,020	\$ 1,212,770	52.9%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ 200,000	\$ 200,000	\$ 400,000	\$ -	\$ (400,000)	100.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets/Bond Proceeds	-	-	-	-	1,800,000	1,800,000	100.0%
Total Other Financing Sources	\$ -	\$ 200,000	\$ 200,000	\$ 400,000	\$ 1,800,000	\$ 1,400,000	100.0%
Net Change in Fund Balance	278,834	153,942	(347,177)	(681,250)	(506,020)		
Beginning Fund Balance	1,914,145	2,192,979	2,346,921	1,999,744	1,318,494		
Ending Fund Balance	\$ 2,192,979	\$ 2,346,921	\$ 1,999,744	\$ 1,318,494	\$ 812,474		

City of Roseville**Building Replacement Fund Financial Summary**
(fund 410 & 415)

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 759,289	\$ 751,076	\$ 630,601	\$ 651,000	\$ 651,000	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	3,233,022	508,079	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	(427,964)	184,290	150,453	3,000	50,000	47,000	1566.7%
Miscellaneous	700	-	70,752	77,184	77,184	-	0.0%
Total Revenues	\$ 3,565,047	\$ 1,443,445	\$ 851,806	\$ 731,184	\$ 778,184	\$ 47,000	6.4%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	-	-	-	-	-	-	0.0%
Other Charges	-	-	-	-	-	-	0.0%
Capital Outlay	3,824,750	253,953	764,163	1,601,595	1,240,000	(361,595)	-22.6%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 3,824,750	\$ 253,953	\$ 764,163	\$ 1,601,595	\$ 1,240,000	\$ (361,595)	-22.6%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ 16,851	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ 16,851	\$ -	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	(259,703)	1,206,343	87,643	(870,411)	(461,816)		
Beginning Fund Balance	3,197,461	2,937,758	4,144,101	4,231,744	3,361,333		
Ending Fund Balance	\$ 2,937,758	\$ 4,144,101	\$ 4,231,744	\$ 3,361,333	\$ 2,899,517		

City of Roseville

Street Lighting Fund Financial Summary

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 20,548	\$ 20,326	\$ 20,342	\$ 21,000	\$ 21,000	\$ -	0.0%
Tax Increments						-	0.0%
Intergovernmental Revenue		(18,543)				-	0.0%
Licenses & Permits						-	0.0%
Charges for Services						-	0.0%
Fines and Forfeits						-	0.0%
Cable Franchise Fees						-	0.0%
Special Assessments				-	-	-	0.0%
Investment Income	(10,430)	6,456	(8,922)	4,188	5,000	812	19.4%
Miscellaneous	-	-	6,315	25,000	213,750	188,750	755.0%
Total Revenues	\$ 10,118	\$ 8,239	\$ 17,735	\$ 50,188	\$ 239,750	\$ 189,562	377.7%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services							
Other Charges							
Capital Outlay	-	-	29,207	57,500	405,000	347,500	604.3%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ -	\$ -	\$ 29,207	\$ 57,500	\$ 405,000	\$ 347,500	604.3%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	100.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	100.0%
Net Change in Fund Balance	10,118	8,239	288,528	(7,312)	(165,250)		
Beginning Fund Balance	129,299	139,417	147,656	436,184	428,872		
Ending Fund Balance	\$ 139,417	\$ 147,656	\$ 436,184	\$ 428,872	\$ 263,622		

City of Roseville

Pathway Maintenance Fund Financial Summary

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 249,509	\$ 246,810	\$ 247,010	\$ 255,000	\$ 255,000	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	(11,921)	2,434	6,879	2,557	5,000	2,443	100.0%
Miscellaneous	-	-	-	-	-	-	0.0%
Total Revenues	\$ 237,588	\$ 249,244	\$ 253,889	\$ 257,557	\$ 260,000	\$ 2,443	0.9%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	-	-	-	-	-	-	0.0%
Other Charges	-	-	-	-	-	-	0.0%
Capital Outlay	171,569	148,484	235,546	289,300	299,300	10,000	3.5%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 171,569	\$ 148,484	\$ 235,546	\$ 289,300	\$ 299,300	\$ 10,000	3.5%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ (100,000)	100.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ (100,000)	100.0%
Net Change in Fund Balance	66,019	100,760	18,343	68,257	(39,300)		
Beginning Fund Balance	65,712	131,731	232,491	232,491	300,748		
Ending Fund Balance	\$ 131,731	\$ 232,491	\$ 250,834	\$ 300,748	\$ 261,448		

City of Roseville**Park Improvement Program Fund Financial Summary**

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 768,095	\$ 759,787	\$ 760,402	\$ 785,000	\$ 785,000	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	75,000	50,000	99,600	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	-	-	0.0%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	0.0%
Investment Income	(221,637)	187,570	117,868	28,246	33,666	5,420	19.2%
Miscellaneous	9,000	-	-	-	-	-	0.0%
Total Revenues	\$ 630,458	\$ 997,357	\$ 977,870	\$ 813,246	\$ 818,666	\$ 5,420	0.7%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	-	-	-	-	-	-	0.0%
Other Charges	-	-	-	-	-	-	0.0%
Capital Outlay	726,700	788,118	483,905	1,476,500	1,707,500	231,000	15.6%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 726,700	\$ 788,118	\$ 483,905	\$ 1,476,500	\$ 1,707,500	\$ 231,000	15.6%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ 548,492	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ 548,492	\$ -	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	(96,242)	757,731	493,965	(663,254)	(888,834)		
Beginning Fund Balance	2,784,443	2,688,201	3,445,932	3,939,897	3,276,643		
Ending Fund Balance	\$ 2,688,201	\$ 3,445,932	\$ 3,939,897	\$ 3,276,643	\$ 2,387,809		

City of Roseville

Street Infrastructure Replacement Fund Financial Summary

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 1,095,881	\$ 1,084,027	\$ 1,084,905	\$ 1,120,000	\$ 1,120,000	\$ -	0.0%
Tax Increments						-	0.0%
Intergovernmental Revenue	2,546,616	602,152	1,977,268	575,000	2,210,000	1,635,000	284.3%
Licenses & Permits						-	0.0%
Charges for Services						-	0.0%
Fines and Forfeits						-	0.0%
Cable Franchise Fees						-	0.0%
Special Assessments	213,171	668,333	20,408	83,000	83,000	-	100.0%
Investment Income	(580,616)	364,308	341,413	110,627	101,589	(9,038)	-8.2%
Miscellaneous / Developer Fee	-	-	387	-	-	-	0.0%
Total Revenues	\$ 3,275,052	\$ 2,718,820	\$ 3,424,381	\$ 1,888,627	\$ 3,514,589	\$ 1,625,962	86.1%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials	-	-	-	-	-	-	0.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services							
Other Charges							
Capital Outlay	4,569,024	2,191,077	2,133,119	2,125,000	3,860,000	1,735,000	81.6%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 4,569,024	\$ 2,191,077	\$ 2,133,119	\$ 2,125,000	\$ 3,860,000	\$ 1,735,000	81.6%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	(1,293,972)	527,743	1,291,262	(236,373)	(345,411)		
Beginning Fund Balance	6,002,657	4,708,685	5,236,428	6,527,690	6,291,317		
Ending Fund Balance	\$ 4,708,685	\$ 5,236,428	\$ 6,527,690	\$ 6,291,317	\$ 5,945,906		

City of Roseville**Water Fund Financial Summary**

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	(5,736)	11,280	16,498	-	-	-	100.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	7,979,421	9,961,145	8,855,792	10,677,499	12,250,768	1,573,269	14.7%
Fines and Forfeits	-	-	-	-	-	-	0.0%
Cable Franchise Fees	-	-	-	-	-	-	0.0%
Special Assessments	-	-	-	-	-	-	100.0%
Investment Income	12,573	(47,420)	(56,576)	-	-	-	0.0%
Miscellaneous	11,275	186,089	133,203	45,000	45,000	-	100.0%
Total Revenues	\$ 7,997,533	\$ 10,111,094	\$ 8,948,917	\$ 10,722,499	\$ 12,295,768	\$ 1,573,269	14.7%
Expenditures							
Personnel Services	\$ 707,241	\$ 689,466	\$ 681,826	\$ 864,710	\$ 900,309	\$ 35,599	4.1%
Supplies & Materials	276,277	233,096	260,836	277,000	272,000	(5,000)	-1.8%
Utilities	5,815,006	6,635,692	6,280,907	6,947,680	7,466,650	518,970	7.5%
Contractual Services	272,983	878,435	271,977	352,305	379,505	27,200	7.7%
Other Charges	51,818	54,702	92,791	88,400	89,595	1,195	1.4%
Capital Outlay	1,815,240	1,021,505	608,300	1,444,000	2,364,000	920,000	63.7%
Debt Service	256,596	251,427	263,227	276,300	276,250	(50)	100.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 9,195,161	\$ 9,764,323	\$ 8,459,864	\$ 10,250,395	\$ 11,748,309	\$ 1,497,914	14.6%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ 500,000	\$ 2,078,864	\$ -	\$ -	\$ -	100.0%
Transfers Out	(385,000)	(385,000)	(385,000)	(385,000)	(385,000)	-	0.0%
Bond Issuance Costs	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (385,000)	\$ 115,000	\$ 1,693,864	\$ (385,000)	\$ (385,000)	\$ -	0.0%
Net Change in Assets	(1,582,628)	461,771	2,182,917	87,104	162,459		
Beginning Net Assets-Unrestricted	(637,597)	(2,220,225)	891,181	3,074,098	3,161,202		
Ending Net Assets-Unrestricted	\$ (2,220,225)	\$ 891,181	\$ 3,074,098	\$ 3,161,202	\$ 3,323,661		

City of Roseville**Sewer Fund Financial Summary**

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	5,270	349,840	370,865	-	-	-	0.0%
Licenses & Permits				-	-	-	0.0%
Charges for Services	6,287,511	6,624,922	6,535,538	6,757,420	6,892,000	134,580	2.0%
Fines and Forfeits				-	-	-	0.0%
Cable Franchise Fees				-	-	-	0.0%
Special Assessments	(2,842)	(4,003)	9,665	-	-	-	0.0%
Investment Income	(160,170)	(18,137)	168,186	-	80,000	80,000	100.0%
Miscellaneous	-	24,011	1,325	165,000	-	(165,000)	100.0%
Total Revenues	\$ 6,129,769	\$ 6,976,633	\$ 7,085,579	\$ 6,922,420	\$ 6,972,000	\$ 49,580	0.7%
Expenditures							
Personnel Services	\$ 484,353	\$ 393,796	\$ 293,280	\$ 490,810	\$ 531,123	\$ 40,313	8.2%
Supplies & Materials	44,086	86,341	84,207	53,400	55,400	2,000	3.7%
Utilities	2,898,402	3,088,627	3,532,192	3,717,240	3,753,488	36,248	1.0%
Contractual Services	72,446	202,369	115,107	160,500	160,500	-	0.0%
Other Charges	239,141	180,939	278,583	204,940	219,088	14,148	6.9%
Capital Outlay	1,716,165	948,463	1,583,598	2,250,000	2,300,000	50,000	2.2%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 5,454,593	\$ 4,900,535	\$ 5,886,967	\$ 6,876,890	\$ 7,019,599	\$ 142,709	2.1%
Other Financing Sources (Uses)							
Transfers In / Capital Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	(285,000)	(285,000)	(1,722,158)	(285,000)	(285,000)	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (285,000)	\$ (285,000)	\$ (1,722,158)	\$ (285,000)	\$ (285,000)	\$ -	0.0%
Net Change in Assets	390,176	1,791,098	(523,546)	(239,470)	(332,599)		
Beginning Net Assets-Unrestricted	1,455,403	2,379,733	4,655,044	4,131,498	3,892,028		
Ending Net Assets-Unrestricted	\$ 2,379,733	\$ 4,655,044	\$ 4,131,498	\$ 3,892,028	\$ 3,559,429		

City of Roseville

Stormwater Fund Financial Summary

9/22/2025

	2022	2023	2024	2025	2025	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	98,211	81,908	15,904	-	-	-	0.0%
Licenses & Permits				-	-	-	0.0%
Charges for Services	2,224,606	2,950,670	3,827,745	3,739,281	3,739,281	-	0.0%
Fines and Forfeits						-	0.0%
Cable Franchise Fees						-	0.0%
Special Assessments	1,730	1,443	1,182	2,000	2,000	-	100.0%
Investment Income	(103,498)	19,300	49,031	10,000	10,000	-	0.0%
Miscellaneous	37,340	15,109	8,645	-	-	-	0.0%
Total Revenues	\$ 2,258,389	\$ 3,068,430	\$ 3,902,507	\$ 3,751,281	\$ 3,751,281	\$ -	0.0%
Expenditures							
Personnel Services	\$ 520,333	\$ 517,326	\$ 543,519	\$ 602,050	\$ 605,767	\$ 3,717	0.6%
Supplies & Materials	65,859	84,313	82,705	109,000	111,000	2,000	1.8%
Utilities	10,819	18,962	16,182	20,000	20,000	-	0.0%
Contractual Services	150,572	419,479	367,419	232,500	232,500	-	0.0%
Other Charges	50,535	29,246	44,746	95,360	94,778	(582)	-0.6%
Capital Outlay	2,377,227	2,530,513	1,824,127	1,824,000	2,794,000	970,000	53.2%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 3,175,345	\$ 3,599,839	\$ 2,878,698	\$ 2,882,910	\$ 3,858,045	\$ 975,135	33.8%
Other Financing Sources (Uses)							
Transfers In / Capital Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	-	0.0%
Sale of Assets	-	-	133,100	-	-	-	0.0%
Total Other Financing Sources	\$ (100,000)	\$ (100,000)	\$ 33,100	\$ (100,000)	\$ (100,000)	\$ -	0.0%
Net Change in Assets	(1,016,956)	(631,409)	1,056,909	768,371	(206,764)		
Beginning Net Assets-Unrestricted	3,502,513	2,485,557	1,854,148	2,911,057	3,679,428		
Ending Net Assets-Unrestricted	\$ 2,485,557	\$ 1,854,148	\$ 2,911,057	\$ 3,679,428	\$ 3,472,664		

City of Roseville

Environmental Fund Financial Summary

9/22/2025

	2022	2023	2024	2025	2025	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	90,657	88,826	79,983	204,690	154,665	(50,025)	-24.4%
Licenses & Permits						-	0.0%
Charges for Services	861,343	965,219	995,041	1,010,750	1,046,705	35,955	3.6%
Fines and Forfeits				-	-	-	0.0%
Cable Franchise Fees				-	-	-	0.0%
Special Assessments				-	-	-	0.0%
Investment Income	(27,844)	13,873	15,531	-	-	-	0.0%
Miscellaneous	-	-	-	-	7,000	7,000	100.0%
Total Revenues	\$ 924,156	\$ 1,067,918	\$ 1,090,555	\$ 1,215,440	\$ 1,208,370	\$ (7,070)	-0.6%
Expenditures							
Personnel Services	\$ 43,273	\$ 67,585	\$ 84,157	\$ 93,000	\$ 94,465	\$ 1,465	1.6%
Supplies & Materials	1,284	2,261	4,436	5,000	14,000	9,000	100.0%
Utilities	-	-	-	-	-	-	0.0%
Contractual Services	795,642	776,803	972,640	940,075	883,708	(56,367)	-6.0%
Other Charges	6,910	3,318	3,143	6,600	9,000	2,400	36.4%
Capital Outlay	-	-	-	650,000	-	(650,000)	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 847,109	\$ 849,967	\$ 1,064,376	\$ 1,694,675	\$ 1,001,173	\$ (693,502)	-40.9%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ -	0.0%
Net Change in Assets	57,047	197,951	6,179	(499,235)	187,197	686,432	
Beginning Net Assets-Unrestricted	370,681	427,728	625,679	625,679	126,444		
Ending Net Assets-Unrestricted	\$ 427,728	\$ 625,679	\$ 631,858	\$ 126,444	\$ 313,641		

City of Roseville

Golf Course Fund Financial Summary

9/22/2025

	2022	2023	2024	2025	2025	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services	473,722	519,269	604,080	487,000	538,000	51,000	10.5%
Fines and Forfeits						-	0.0%
Cable Franchise Fees						-	0.0%
Special Assessments						-	0.0%
Investment Income	(7,482)	7,194	2,251	2,500	2,500	-	0.0%
Miscellaneous	7,201	115	2,300	-	3,000	3,000	100.0%
Total Revenues	\$ 473,441	\$ 526,578	\$ 608,631	\$ 489,500	\$ 543,500	\$ 54,000	11.0%
Expenditures							
Personnel Services	\$ 309,149	\$ 388,347	\$ 458,423	\$ 417,750	\$ 442,470	\$ 24,720	5.9%
Supplies & Materials	84,219	83,047	91,001	101,140	113,140	12,000	11.9%
Utilities	16,616	16,713	13,647	17,800	17,800	-	0.0%
Contractual Services	24,748	21,551	14,378	30,300	30,300	-	0.0%
Other Charges	19,246	34,236	24,474	43,110	49,960	6,850	15.9%
Capital Outlay	87,784	96,711	93,117	68,000	75,000	7,000	100.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 541,762	\$ 640,605	\$ 695,040	\$ 678,100	\$ 728,670	\$ 50,570	7.5%
Other Financing Sources (Uses)							
Transfers In	\$ 5,179		\$ 77,956	\$ 68,000	\$ 75,000	\$ 7,000	100.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ 5,179	\$ -	\$ 77,956	\$ 68,000	\$ 75,000	\$ 7,000	100.0%
Net Change in Assets	(63,142)	(114,027)	(8,453)	(120,600)	(110,170)	\$ 10,430	
Beginning Net Assets-Unrestricted	(120,446)	(106,045)	(133,834)	(133,834)	(254,434)		
Ending Net Assets-Unrestricted	\$ (106,045)	\$ (133,834)	\$ (133,834)	\$ (254,434)	\$ (364,604)		

City of Roseville

Lawful Gambling Fund Financial Summary

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	-	-	-	-	-	-	0.0%
Intergovernmental Revenue	-	-	-	-	-	-	0.0%
Licenses & Permits	-	-	-	-	-	-	0.0%
Charges for Services						-	0.0%
Fines and Forfeits						-	0.0%
Cable Franchise Fees						-	0.0%
Special Assessments						-	0.0%
Investment Income	(946)	617	1,613	-	-	-	0.0%
Miscellaneous	144,933	139,692	152,273	149,279	143,335	(5,944)	-4.0%
Total Revenues	\$ 143,987	\$ 140,309	\$ 153,886	\$ 149,279	\$ 143,335	\$ (5,944)	-4.0%
Expenditures							
Personnel Services	\$ 36,755	\$ 27,100	\$ 34,126	\$ 29,279	\$ 23,335	\$ (5,944)	-20.3%
Supplies & Materials						-	0.0%
Utilities						-	0.0%
Contractual Services	111,000	113,209	118,470	120,000	120,000	-	0.0%
Other Charges						-	0.0%
Capital Outlay	-					-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 147,755	\$ 140,309	\$ 152,596	\$ 149,279	\$ 143,335	\$ (5,944)	-4.0%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	(3,768)	-	1,290	-	-		
Beginning Fund Balance	2,478	(1,290)	(1,290)	-	-		
Ending Fund Balance	\$ (1,290)	\$ (1,290)	\$ -	\$ -	\$ -		

City of Roseville

Tax Increment Financing Funds Financial Summary

9/22/2025

	2022	2023	2024	2025	2025	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Tax Increments	1,400,327	2,429,997	3,261,669	2,305,000	2,305,000	-	0.0%
Intergovernmental Revenue				-	-	-	0.0%
Licenses & Permits				-	-	-	0.0%
Charges for Services				-	-	-	0.0%
Fines and Forfeits				-	-	-	0.0%
Cable Franchise Fees				-	-	-	0.0%
Special Assessments				-	-	-	0.0%
Investment Income	(386,774)	169,537	126,653	50,000	50,000	-	0.0%
Miscellaneous / Developer Fee	-	-	-	-	-	-	0.0%
Total Revenues	\$ 1,013,553	\$ 2,599,534	\$ 3,388,322	\$ 2,355,000	\$ 2,355,000	\$ -	0.0%
Expenditures							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Materials						-	0.0%
Utilities						-	0.0%
Contractual Services	510,879	831,426	1,717,124	2,355,000	2,355,000	-	0.0%
Other Charges						-	0.0%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 510,879	\$ 831,426	\$ 1,717,124	\$ 2,355,000	\$ 2,355,000	\$ -	0.0%
Other Financing Sources (Uses)							
Transfers In		\$ 44,464	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers Out	(272,931)	(310,395)	(257,931)	-	-	-	0.0%
Sale of Assets / Bonds	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ (272,931)	\$ (265,931)	\$ (257,931)	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	229,743	1,502,177	1,413,267	-	-		
Beginning Fund Balance	3,774,096	4,003,839	5,506,016	6,919,283	6,919,283		
Ending Fund Balance	\$ 4,003,839	\$ 5,506,016	\$ 6,919,283	\$ 6,919,283	\$ 6,919,283		

City of Roseville

EDA General Fund Financial Summary

9/22/2025

	2022	2023	2024	2025	2026	\$ Increase	% Incr.
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>(Decr.)</u>
Revenues							
General Property Taxes	\$ 433,061	\$ 398,298	\$ 353,790	\$ 364,856	\$ 264,826	\$ (100,030)	-27.4%
Tax Increments				-	-	-	0.0%
Intergovernmental Revenue				-	-	-	0.0%
Licenses & Permits				-	-	-	0.0%
Charges for Services	85,000	85,000	85,000	85,000	85,000	-	100.0%
Fines and Forfeits				-	-	-	0.0%
Cable Franchise Fees				-	-	-	0.0%
Special Assessments				-	-	-	0.0%
Investment Income	(175,103)	115,638	7,537	-	-	-	0.0%
Miscellaneous	23,125	23,125	23,125	-	-	-	0.0%
Total Revenues	\$ 366,083	\$ 622,061	\$ 469,452	\$ 449,856	\$ 349,826	\$ (100,030)	-22.2%
Expenditures							
Personnel Services	\$ 206,402	\$ 198,900	\$ 198,318	\$ 210,250	\$ 212,162	\$ 1,912	0.9%
Supplies & Materials	1,290			-	-	-	0.0%
Utilities	-			-	-	-	0.0%
Contractual Services	161,732	184,130	206,018	202,850	202,850	-	0.0%
Other Charges	31,213	57,851	37,851	36,756	34,814	(1,942)	-5.3%
Capital Outlay	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Contingency	-	-	-	-	-	-	0.0%
Total Expenditures	\$ 400,637	\$ 440,881	\$ 442,187	\$ 449,856	\$ 449,826	\$ (30)	0.0%
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000	0.0%
Transfers Out	-			-	(40,000)	(40,000)	0.0%
Sale of Assets	-	-	-	-	-	-	0.0%
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Net Change in Fund Balance	(34,554)	181,180	27,265	-	(100,000)		
Beginning Fund Balance	419,605	385,051	566,231	593,496	593,496		
Ending Fund Balance	\$ 385,051	\$ 566,231	\$ 593,496	\$ 593,496	\$ 493,496		

2026 CITY MANAGER BUDGET MEMO



**CITY MANAGER
PATRICK TRUDGEON**
CITY OF ROSEVILLE 8/25/2025



City Manager's Office

Memo

To: Roseville City Council
cc: Roseville Department Heads
From: Patrick Trudgeon, City Manager
Date: August 25, 2025
Re: City Manager 2026 Proposed Budget

I am pleased to present the City Council information about the proposed 2026 City of Roseville budget.

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

The 2026 budget continues previous budget investments that addressed increasing demands on city services and maintains investment in our programs, services, and employees in a responsible and sustainable manner. Personnel costs continue to drive increases in our budget.

The City Council will notice that my budget memo will take a different approach this year in an effort to provide more information and transparency for the City Council and the public. As you will see, given the multiple pressures on the budget and the range of approaches that can be taken, I am presenting different options for the City Council to consider when deciding on the final budget and tax levy.

As the City Council is aware, this budget memo is the first of many steps for the 2026 City Budget and levy. After the City Council presentation on August 25, I will present information about next year's budget and levy to the Finance Commission on August 27. At your September 15 meeting, the City Council will hear recommendations from the Finance Committee regarding the 2026 budget and levy. At the September 22 meeting, the City Council will adopt a preliminary 2026 budget and tax levy, along with the preliminary Roseville EDA levy. A public hearing on the budget will be held on December 1. The final decision on the 2026 city and EDA budget and levy will be decided at the last City Council meeting on December 8.

In approaching the 2026 budget and levy, the rising cost of ongoing expenditures and the need to expand resources in public safety will cause some difficulty in presenting a budget that 1) maintains the programs and services currently provided, and 2) addresses documented needs in public safety at a cost that is bearable by taxpayers.

38 With this memo, I am presenting the proposed budget in distinct sections to show the components
39 of the budget and what is driving the tax levy. First this memo will discuss the base budget, which
40 is reflective of the increased costs to continue with the existing employee base, and our programs
41 and services. I have provided more narrative detail on the overall city budget, by budget division,
42 that will hopefully provide more context on what costs are increasing and decreasing in the base
43 budget. Following that, I will discuss the levy increase as part of the base budget and what is
44 driving that increase.

45
46 After discussing the base budget and the resulting levy, I will then explore scenarios for the City
47 Council to consider when building the final 2026 budget and levy. I will review the impact of
48 adopting franchise fees to help with the City's long term capital funds. The imposition of
49 franchise fees will also allow for some of the existing levy going toward capital funds to be
50 reallocated to the operational budget. With that in mind, I will then review what the levy impact
51 would be if the City used the reallocated levy to fund the new public safety positions.

52
53 This memo does not provide a specific recommended budget and levy to the City. Instead, it
54 provides information and context on the base budget and provides for scenarios for the City
55 Council to consider when setting the preliminary budget and levy on September 22.

56 57 **Base Budget**

58 The base budget covers a variety of existing programs and services. These include providing the
59 basic services of a city (police, fire, parks, streets, utilities, zoning and building code enforcement,
60 etc.) and addressing priorities that the community has identified (sustainability, focus on equity, a
61 range of housing options, volunteer management, multi-modal transportation options, etc.).

62 Beyond those demands, there are administrative functions that need to be in place to ensure that
63 bills are paid and collected, that there are the appropriate personnel in place to carry out city
64 functions, and that information about the city is available in various forms for taxpayers to access.

65
66 To ensure the City effectively provides services and programs that meet community priorities,
67 annual budget investments are necessary. Rising costs of supplies, materials, equipment,
68 personnel, and new mandates from county, state, and federal partners will increase the City's
69 expenses each year.

70
71 This budget, like previous ones, reviews existing programs to find cost-saving changes. Although
72 we achieve cost reductions annually, they are often offset by increases in other areas. Without
73 halting programs and reducing staff, these savings won't outpace the rising costs needed to sustain
74 city operations. However, this exercise is crucial as any savings help minimize levy increases.

75
76 An additional pressure is the expiration of grants or one-time funds that previously covered costs
77 for certain positions in the 2025 budget. Examples include embedded social workers and housing
78 navigator positions, and the use of Public Safety Aid to assist in funding the Police Department
79 Commander position, the Fire Department cadets, funding for Tubman, and the cost increases
80 from the 2024 union contracts.

81
82 With all that in mind, on the following pages, I will be sharing information about the components
83 of the base budget, including what costs are going up and what costs have been reduced. Please
84 note the information contained below is about the overall budget, not just the levy. The overall
85 budget is comprised of numerous revenue streams that include charges for services and utilities,

grants and other intergovernmental revenue, interest revenue, and use of existing reserve funds. A discussion on the impact of this budget to the levy will follow this section.

The base budget is proposed to increase by \$7,142,897 in 2026. The bulk of that increase (\$4.4 million or 62%) is due to increased capital expenditures paid from existing fund balances.

Base Budget Increase	
Personnel	\$1,560,393
Supplies and Materials	\$ (21,350)
Utilities	\$ 564,983
Contractual Services	\$ 228,381
Other Charges	\$ 49,112
Debt Service	\$ 334,703
Capital Outlay	\$4,426,675
	\$7,142,897

More granular details about the increases and decreases in each category can be found as part of the 2026 Budget Reconciliation Report.

On the following pages there is information on the cost reductions and cost increases in each budget division as well as a brief narrative summary on the sources of those reductions and increases.

Budget Division Summaries

To provide further information on the changes to the base budget for 2026, below is information about the changes. It should be noted that the cost reductions and cost increases are the aggregated net costs for category in the budget division (Personnel Services, Supplies and Materials, Contractual Charges, Other Charges). While there were reductions and increases in each of those categories, what is being reported out is the net change in those categories for each budget division.

General Fund

City Council

2025 Budget: \$308,656

2026 Budget: \$311,874

Cost reductions from 2025: \$1,282

Cost increases from 2025: \$4,500

Net Change: +\$3,218

Summary: The City Council division in the budget is proposed to have an overall increase of \$21,643. Primary drivers of the cost increases for memberships for LMC, Metro Cities, and Suburban Rate Authority, and for recording secretary services. Reductions in this area was reducing training and miscellaneous expenditures based on previous year budget actuals.

Administration

2025 Budget: \$2,415,211

2026 Budget: \$2,602,168

Cost reductions from 2025: \$38,195

Cost increases from 2025: \$225,152

Net Change: +\$186,957

Summary: The Administration division in the budget is proposed to have an overall increase of \$186,957. Primary drivers of the cost increase include personnel costs (steps and 3% COLA), full-year funding for the HR Manager position and an increase in Metro-INET charges.

Elections

2025 Budget: \$105,740

2026 Budget: \$106,119

Cost reductions from 2025: NA

Cost increases from 2025: \$379

Net Change: +\$379

Summary: The Elections division in the budget is proposed to have an overall increase of \$379 due to increase in personnel costs

Legal

2025 Budget: \$390,000

2026 Budget: \$402,504

Cost reductions from 2025: NA

Cost increases from 2025: \$12,504

Net Change: +\$12,504

Summary: The Legal division in the budget is proposed to have an overall increase of \$12,504 to cover increased costs for new legal services contracts.

149

150 Finance

151 2025 Budget: \$984,707

152 2026 Budget: \$1,008,356

153 Cost reductions from 2025: \$3,334

154 Cost increases from 2025: \$26,983

155 Net Change: +\$23,649

156 Summary: The Finance division in the budget is proposed to have an overall increase of \$23,649.

157 The primary driver of the cost increase is personnel costs (steps and 3% COLA). A reduction in
158 contractual services is due to not needing to do arbitrage calculations in 2026.

159

160 Central Services

161 2025 Budget: \$53,500

162 2026 Budget: \$39,963

163 Cost reductions from 2025: 13,537

164 Cost increases from 2025: \$0

165 Net Change: -\$13,537

166 Summary: The Central Services division in the budget is proposed to have an overall decrease of

167 \$13,537. The primary cause for the cost decrease is a reduction in expenditures for operating
168 supplies, telephone, and postage costs.

169

170 General Insurance

171 2025 Budget: \$70,000

172 2026 Budget: \$70,000

173 Cost reductions from 2025: \$0

174 Cost increases from 2025: \$0

175 Net Change: \$0

176 Summary: The General Insurance division in the budget is not proposed to have any increase and
177 will remain flat with a total cost of \$70,000.

178

179 Police Department

180 2025 Budget: \$13,210,946

181 2026 Budget: \$13,801,130 (this amount does not include adding any additional personnel)

182 Cost reductions from 2025: \$11,600

183 Cost increases from 2025: 601,784

184 Net Cost: +\$590,184

185 Summary: The Police Department division in the budget is proposed to have an overall increase of

186 \$590,184. The primary drivers of the cost increase include personnel costs (steps and 3% COLA),

187 an increase in operating supplies (to change to new PD logo, increase in Ramsey County dispatch

188 costs, contract maintenance of vehicles, required training, and overtime). The reductions include

189 eliminating the purchase of honor guard/Class A uniforms and reducing supply purchases. Note

190 that these numbers do not include adding any additional personnel and assumes receiving no grant

191 dollars for the Housing Navigator position.

192

193 Fire Administration

194 2025 Budget: \$692,610

195 2026 Budget: \$718,182

196 Cost reductions from 2025: \$587

Cost increases from 2025: \$26,159

Net Change: +\$25,572

Summary: The Fire Administration division in the budget is proposed to have an overall increase of \$25,572. The primary driver of the cost increase is personnel costs (steps and 3% COLA). There is a net reduction of \$587 dollars in Other Charges.

Fire Operation

2025 Budget: \$4,073,409

2026 Budget: \$4,416,362

Cost reductions from 2025: \$1,000

Cost increases from 2025: \$343,953

Net Cost: +\$342,953

Summary: The Fire Operation division in the budget is proposed to have an overall increase of \$342,953. The primary driver of the cost increase is personnel costs (steps and 3% COLA). The current firefighter contract expires at the end of 2025. The proposed budget does not have any additional wage increases for the firefighters besides the 3% COLA. There is a net reduction of \$1,000 dollars in Supplies and Materials. Note that these numbers do not include adding any additional personnel

Fire Emergency Management

2025 Budget: \$30,500

2026 Budget: \$17,400

Cost reductions from 2025: \$13,100

Cost increases from 2025: \$0

Net Change: -\$13,100

Summary: The Fire Emergency Management division in the budget is proposed to have an overall decrease of \$13,100 to reflect the decreases in expenses related to the emergency weather sirens

Fire Relief

2025 Budget: \$47,700

2026 Budget: \$47,700

Cost reductions from 2025: \$0

Cost increases from 2025: \$0

Net Change: +\$0

Summary: The Fire Relief division in the budget is proposed to remain steady at \$47,700. This amount covers part-time firefighter pensions.

Public Works Administration

2025 Budget: \$1,210,090

2026 Budget: \$1,268,501

Cost reductions from 2025: \$5,951

Cost increases from 2025: \$64,362

Net Change: +\$58,411

Summary: The Public Works Administration division in the budget is proposed to have an overall increase of \$58,411. The primary driver of the cost increase is personnel costs (steps and 3% COLA). There is a net reduction of \$5,951 due to a drop in software operating costs.

245

Streets

246 2025 Budget: \$1,324,300

247 2026 Budget: \$1,288,249

248 Cost reductions from 2025: \$59,900

249 Cost increases from 2025: \$23,849

250 Net Change: -\$36,051

251 Summary: The Public Works Administration division in the budget is proposed to have an overall
252 decrease of \$36,051. The overall cost decrease reflects the fact that due to the last few winters of
253 mild weather, less salt and sand is proposed to be purchased in 2026.
254

255

Central Garage

256 2025 Budget: \$260,100

257 2026 Budget: \$271,251

258 Cost reductions from 2025: \$400

259 Cost increases from 2025: 11,551

260 Net Change: +\$11,151

261 Summary: The Central Garage division in the budget is proposed to have an overall increase of
262 \$11,151. The primary driver of the cost increase is personnel costs (steps and 3% COLA) and an
263 increase in costs for contractual services.
264

265

Building Maintenance

266 2025 Budget: \$482,470

267 2026 Budget: \$562,420

268 Cost reductions from 2025: \$3,000

269 Cost increases from 2025: \$82,950

270 Net Change: +\$79,950

271 Summary: The Building Maintenance division in the budget is proposed to have an overall
272 increase of \$79,950. The primary driver of the cost increase is the inclusion of the costs for
273 locates and maintenance of the city's fiber lines throughout the city. There is a reduction of
274 \$3,000 dollars in Supplies and Materials.
275

276

Street Lighting

277 2025 Budget: \$220,000

278 2026 Budget: \$245,000

279 Cost reductions from 2025: \$0

280 Cost increases from 2025: \$25,000

281 Net Change: +\$25,000

282 Summary:

283 The Street Lighting division in the budget is proposed to have an overall increase of \$25,000.

284 The primary drivers of the cost increase are higher charges for utilities and contract maintenance.

285
286

The overall net change for the budget using the General Fund is an increase of \$1,297,240

287

General Fund	Proposed 2026 Budget	Reductions	Increases	Attachment 6 Net
City Council	\$ 311,874	\$ (1,282)	\$ 4,500	\$ 3,218
Administration	\$ 2,602,168	\$ (38,195)	\$ 225,152	\$ 186,957
Elections	\$ 106,119	\$ -	\$ 379	\$ 379
Legal	\$ 402,504	\$ -	\$ 12,504	\$ 12,504
Finance	\$ 1,008,356	\$ (3,334)	\$ 26,983	\$ 23,649
Central Services	\$ 39,963	\$ (13,537)	\$ -	\$ (13,537)
General Insurance	\$ 70,000	\$ -	\$ -	\$ -
Police Department	\$ 13,801,130	\$ -	\$ 590,184	\$ 590,184
Fire Administration	\$ 718,182	\$ (587)	\$ 26,159	\$ 25,572
Fire Operations	\$ 4,416,362	\$ (1,000)	\$ 343,953	\$ 342,953
Fire Emergency Management	\$ 17,400	\$ (13,100)	\$ -	\$ (13,100)
Fire Relief	\$ 47,700	\$ -	\$ -	\$ -
Public Works Administration	\$ 1,268,501	\$ (5,951)	\$ 64,362	\$ 58,411
Public Works Streets	\$ 1,288,249	\$ (59,900)	\$ 23,849	\$ (36,051)
Public Works Central Garage	\$ 271,251	\$ (400)	\$ 11,551	\$ 11,151
Public Works Building Maintenance	\$ 562,420	\$ (3,000)	\$ 82,950	\$ 79,950
<u>Street Lighting</u>	<u>\$ 245,000</u>	<u>\$ -</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>
General Fund Totals	\$ 27,177,179	\$ (140,286)	\$ 1,437,526	\$ 1,297,240

288

289

290

Parks and Recreation Fund**Recreation Administration**

2025 Budget: \$819,595

2026 Budget: \$856,822

Cost reductions from 2025: \$0

Cost increases from 2025: \$37,227

Net Change: +\$37,227

Summary: The Recreation Administration division in the budget is proposed to have an overall increase of \$37,277. The drivers of the cost increase are personnel costs (steps and 3% COLA), planned computer and technology replacement, and an increase in scholarship funding for participation in recreation programs.

Recreation Fee Programs

2025 Budget: \$1,793,663

2026 Budget: \$1,807,868

Cost reductions from 2025: \$27,835

Cost increases from 2025: \$42,040

Net Change: +\$14,205

Summary: The Recreation Fee Programs division in the budget is proposed to have an overall increase of \$14,205. The drivers of the cost increase are personnel costs (steps and 3% COLA) and increases in costs of supplies and providing the programs. A savings of \$27,000 was realized this year with the switch to a new online registration system for Park and Recreation Department activities. Fees were also increased to lessen the overall cost increase.

Recreation Non-Fee Programs

2025 Budget: \$239,490

2026 Budget: \$253,642

Cost reductions from 2025: \$500

Cost increases from 2025: \$14,652

Net Change: +\$14,152

Summary: The Recreation Non-Fee Programs division in the budget is proposed to have an overall increase of \$14,152, predominantly from an increase in portable restroom costs and professional services for Rosefest entertainment.

Recreation Activity Center

2025 Budget: \$149,655

2026 Budget: \$149,681

Cost reductions from 2025: \$0

Cost increases from 2025: \$26

Net Change: +\$26

Summary: The Recreation Activity Center (Community gyms at Brimhall and Central Park schools and Gymnastics Center at Roseville Area High School) division in the budget is proposed to have an overall increase of \$26 to reflect a small change in personnel costs.

Recreation Nature Center

2025 Budget: \$119,461

2026 Budget: \$126,958

339 Cost reductions from 2025: \$0
 340 Cost increases from 2025: \$7,497
 341 Net Change: +\$7,497
 342 Summary: The Recreation Nature Center division in the budget is proposed to have an overall
 343 increase of \$7,497 due to increased personnel costs (Step Increase and 3% COLA).

344 **Skating Center**

345 2025 Budget: \$1,617,830
 346 2026 Budget: \$1,637,055
 347 Cost reductions from 2025: \$12,070
 348 Cost increases from 2025: \$31,295
 349 Net Change: +\$19,225
 350 Summary: The Skating Center division in the budget is proposed to have an overall increase of
 351 \$19,225. The costs increases are mostly due to personnel costs (Step Increases and 3% COLA)
 352 and supply costs. A decrease of \$10,000 in utility costs is budgeted based on prior year actuals.
 353 Fees were also raised to lessen the overall cost increase in the overall budget.
 354
 355
 356

The overall net change for the budget using the Parks and Recreation Fund is an increase of \$92,332.

357

<u>Parks and Recreation Fund</u>	<u>Proposed 2026 Budget</u>	<u>Reductions</u>	<u>Increases</u>	<u>Net</u>
Recreation Administration	\$ 856,822	\$ -	\$ 37,227	\$ 37,227
Recreation Fee Programs	\$ 1,807,868	\$ (27,835)	\$ 42,040	\$ 14,205
Recreation Non-Fee Programs	\$ 253,642	\$ (500)	\$ 14,652	\$ 14,152
Recreation Activity Center	\$ 149,681	\$ -	\$ 26	\$ 26
Recreation Nature Center	\$ 126,958	\$ -	\$ 7,497	\$ 7,497
<u>Skating Center</u>	<u>\$ 1,637,055</u>	<u>\$ (12,070)</u>	<u>\$ 31,295</u>	<u>\$ 19,225</u>
P&R Fund Totals	\$ 4,832,026	\$ (40,405)	\$ 132,737	\$ 92,332

358

359

360

361

Community Development Fund

2025 Budget: \$1,989,400

2026 Budget: \$2,010,795

Cost reductions from 2025: \$53,649

Cost increases from 2025: \$75,044

Net Change: +\$21,395

Summary: The overall Community Development budget is proposed to have an overall increase of \$21,395. The cost increases are mostly attributable to personnel costs (Steps and 3% COLA). A reduction in capital expenditures and contractual services has helped reduce the overall increase.

The overall net change for the budget using the Community Development Fund is an increase of \$21,395.

	<u>Proposed 2026 Budget</u>	<u>Reductions</u>	<u>Increases</u>	<u>Net</u>
Community Development Fund	\$ 2,010,795	\$ (53,649)	\$ 75,044	\$ 21,395

Special Purpose Operating Funds

Communications Fund

2025 Budget: \$678,735

2026 Budget: \$698,880

Cost reductions from 2025: \$27,008

Cost increases from 2025: \$47,153

Net Change: +\$20,145

Summary: The overall Communications Fund budget is proposed to have an overall increase of \$20,145. The drivers of the cost increase are personnel costs (steps and 3% COLA), the community survey scheduled for 2026. There is a reduction of costs in the Other Charges category due to shifting of the Civic Clerk platform subscription to the City Council budget and budgeting four quarters of payments to Nine North instead of five payments scheduled for 2025 due to some delayed payments.

License Center Fund

2025 Budget: \$2,489,1060

2026 Budget: \$2,632,313

Cost reductions from 2025: \$6,282

Cost increases from 2025: \$149,489

Net Change: +\$143,207

Summary: The overall License Center Fund budget is proposed to have an overall increase of \$143,207. The cost increases are mostly attributable to personnel costs (Steps and 3% COLA) along with supply costs. The minor cost reductions are the result of less facility improvements planned for 2026.

Engineering Services Fund

2025 Budget: \$301,960

2026 Budget: \$299,624

Cost reductions from 2025: \$2,336

Cost increases from 2025: \$0

Net Change: -\$2,336

Summary: The overall Engineering Services Fund budget is proposed to have an overall decrease of \$2,336 due to the shifting of credit card fees to the utility funds.

Lawful Gambling Fund

2025 Budget: \$149,279

2026 Budget: \$143,335

Cost reductions from 2025: \$5,994

Cost increases from 2025: \$0

Net Change: -\$5,944

Summary: The overall Lawful Gambling Fund budget is proposed to have an overall decrease of \$5,944 due to lower personnel costs.

EDA Fund (725&727)

2025 Budget: \$449,856

2026 Budget: \$449,826

Cost reductions from 2025: \$1,942

Cost increases from 2025: \$1,912

Net Change: -\$30

Summary: The overall EDA Fund budget is proposed to have an overall decrease of \$30. The EDA budget and levy will be considered separately from the city budget.

Parks and Recreation Maintenance

2025 Budget: \$1,733,076

2026 Budget: \$1,827,710

Cost reductions from 2025: \$0

Cost increases from 2025: \$94,634

Net Change: +\$94,634

Summary: The Park and Recreation Maintenance division in the budget is proposed to have an overall increase of \$94,634. The drivers of the cost increase are personnel costs (steps, 3% COLA) and additional seasonal staff to offset cuts to federal supported forestry staff), supply costs, and professional services costs for deer removal, disease and hazardous tree removal and turf and weed control.

The overall net change for the budgets using the Special Purpose Operating Funds is an increase of \$249,676.

Special Purpose Operating Funds	Proposed 2026 Budget	Reductions	Increases	Net
Communications Fund	\$ 698,880	\$ (27,000)	\$ 47,153	\$ 20,145
License Center Fund	\$ 2,632,313	\$ (6,282)	\$ 149,489	\$ 143,207
Engineering Services Fund	\$ 299,624	\$ (2,336)	\$ -	\$ (2,336)
Lawful Gambling Fund	\$ 143,335	\$ (5,944)	\$ -	\$ (5,944)
EDA Fund	\$ 449,826	\$ (1,942)	\$ 1,912	\$ (30)
<u>Parks and Recreation Maintenance</u>	<u>\$ 1,827,710</u>	<u>\$ -</u>	<u>\$ 94,634</u>	<u>\$ 94,634</u>
Totals	\$ 6,051,688	\$ (43,504)	\$ 293,188	\$ 249,676

Debt Service Fund

2025 Budget: \$2,209,200

2026 Budget: \$2,543,953

Cost reductions from 2025: \$0

Cost increases from 2025: \$334,753

Net Change: +\$334,753

Summary: The overall Debt Service budget is proposed to have an overall increase of \$334,753 which reflects the debt costs for the electric fire engine.

The overall net change for the budget using the Debt Service Fund is \$334,753.

	<u>Proposed 2026 Budget</u>	<u>Reductions</u>	<u>Increases</u>	<u>Net</u>
Debt Service Fund	\$ 2,543,953	\$ -	\$ 334,753	\$ 334,753

TIF Fund

2025 Budget: \$2,355,000

2026 Budget: \$2,355,000

Cost reductions from 2025: \$0

Cost increases from 2025: \$0

Net Change: +\$0

Summary: The overall TIF Fund budget is proposed to have an overall increase of \$0.

The overall net change for the budget using the TIF Fund is \$0.

	<u>Proposed 2026 Budget</u>	<u>Reductions</u>	<u>Increases</u>	<u>Net</u>
TIF Fund	\$ 2,355,000	\$ -	\$ -	\$ -

Enterprise Funds**Water Fund**

2025 Budget: \$10,635,395

2026 Budget: \$12,133,309

Cost reductions from 2025: \$5,050

Cost increases from 2025: \$1,502,964

Net Change: +\$1,497,914

Summary: The overall Water Fund budget is proposed to have an overall increase of \$1,497,914 with the large majority of that being due to increased water rate charges from St. Paul Water and for capital improvement projects.

Sanitary Sewer Fund

2025 Budget: \$7,161,890

2026 Budget: \$7,304,599

Cost reductions from 2025: \$0

Cost increases from 2025: \$142,709

Net Change: +\$142,709

Summary: The overall Sanitary Sewer Fund budget is proposed to have an overall increase of \$142,709. The increases are due to personnel costs (Steps and 3% COLA), sewer rate charges by Metropolitan Council, and capital improvement projects.

Stormwater Fund

2025 Budget: \$2,982,910

2026 Budget: \$3,958,045

Cost reductions from 2025: \$582

Cost increases from 2025: \$975,717

Net Change: +\$975,135

Summary: The overall Stormwater Fund budget is proposed to have an overall increase of \$975,135. The increase is primarily due to capital improvement projects.

Environmental Fund

2025 Budget: \$1,714,675

2026 Budget: \$1,021,173

Cost reductions from 2025: \$706,367

Cost increases from 2025: \$12,865

Net Change: -\$693,502

Summary: The overall Environmental Fund budget is proposed to have an overall decrease of \$693,502. The decrease is mainly due the fact that last year's budget had the purchase of recycling carts in the amount of \$650,000. As they are all bought, there are no capital expenditure in this year's budget. The lower contract costs with Waste Management also lowered costs by about \$56,000.

Golf Course Fund

2025 Budget: \$678,100

2026 Budget: \$728,670

Cost reductions from 2025: \$0

Cost increases from 2025: \$50,570

Net Change: +\$50,750

Summary: The overall Golf Course Fund budget is proposed to have an overall increase of \$50,570. The increases are due to personnel costs (Steps and 3% COLA), supply costs, and capital expenditures. Fees were also raised to lessen the overall cost increase in the overall budget.

The overall net change for the budgets using the Enterprise Funds is \$1,972,826.

Enterprise Funds		Proposed 2026 Budget	Reductions	Increases	Attachment 6 Net
	Water Fund	\$ 12,133,309	\$ (5,050)	\$ 1,502,964	\$ 1,497,914
	Sewer Fund	\$ 7,304,599	\$ -	\$ 142,709	\$ 142,709
	Stormwater Fund	\$ 3,958,045	\$ (582)	\$ 975,717	\$ 975,135
	Environmental Fund	\$ 1,021,173	\$ (706,367)	\$ 12,865	\$ (693,502)
	Golf Course Fund	\$ 728,670	\$ -	\$ 57,570	\$ 50,570
	Totals	\$ 25,145,796	\$ (711,999)	\$ 2,691,825	\$ 1,972,826

Capital Outlay Funds

The overall net change for the budgets using Capital Outlay Funds is an increase \$3,174,675.

Capital Outlay Funds		Proposed 2026 Budget	Reductions	Increases	Net
	Vehicles and Equipment Funds	\$ 3,507,020		\$ 1,212,770	\$ 1,212,770
	Building Replacement Fund	\$ 1,240,000	\$ (361,595)	\$ -	\$ (361,595)
	Street Light Fund	\$ 405,000	\$ -	\$ 347,500	\$ 347,500
	Pathway Maintenance Funds	\$ 299,300		\$ 10,000	\$ 10,000
	Park Improvement Fund	\$ 1,707,500		\$ 231,000	\$ 231,000
	Street Infrastructure Fund	\$ 3,860,000	\$ -	\$ 1,735,000	\$ 1,735,000
	Streetscape Fund	\$ 122,000	\$ -	\$ -	\$ -
	Totals	\$ 11,140,820	\$ (361,595)	\$ 3,536,270	\$ 3,174,675

Base Budget Summary

The Base Budget totals \$81,257,257 compared to the approved 2025 Budget of \$74,114,360, or 9.6% increase. As mentioned previously, the overall increase is due to higher personnel costs, higher utility costs (water and sewer), new debt service for the electric fire engine, and \$4.4 million more in capital spending in 2026 compared to 2025.

Base Budget by Major Category	2026 Budget	\$ Change
Personnel	\$ 32,765,701	\$ 1,560,393
Supplies and Materials	\$ 2,050,655	\$ (21,350)
Utilities	\$ 12,170,638	\$ 564,983
Contractual Services	\$ 9,379,936	\$ 228,381
Other Charges	\$ 3,518,304	\$ 49,112
Debt Service	\$ 2,820,203	\$ 334,703
Capital Outlay	\$ 18,551,820	\$ 4,426,675
	\$ 81,257,257	\$ 7,142,897

Base Budget Levy Impact

The Base Budget as currently crafted will collect \$33,135,726 in property taxes (City and EDA) resulting in a levy increase of **7.87%** or an increase of **\$2,418,267** from the 2025 budget. The drivers of the levy increase are shown in the table below. As mentioned previously, the base budget covers the employees, programs, and services currently in place.

The increases to the levy amount reflects the higher costs to provide those current programs and services with the existing employee base. It should be noted that the base budget does not include any new personnel. Below is a summary of the levy impacts as part of the base budget.

2026 Levy Impacts	Levy Impact (Net)
Personnel Changes	
Employee wage steps, insurance	\$ 383,582
Cost of Living Adjustment (COLA)	\$ 597,304
Paid Family Medical Leave	\$ 87,336
Overtime Increases	\$ 90,000
Police Intern Wage Increase	\$ 14,672
HR Manager - Full Year	\$ 73,000
	\$ 1,245,894
Debt Service	\$ 334,753
Supplies and Materials	\$ (50,300)
Utilities	\$ 9,765
Contractual Services	\$ 262,548
Other Changes	\$ 36,414
	\$ 593,180
Revenue and Fund Balance Use Changes	
PSA Aid Replacement (Fire Cadet. 1/2 PD Commander, Tubman, Settled Union Contractors)	\$ 251,764
PSA Aid. ARPA, Opioid Funds - Social Workers	\$ 257,856
State Aids/Grant Revenue Net Increase	\$ (99,080)
Other Revenue Increases - Net	\$ (51,375)
Parks and Rec Fund Balance Used in 2025	\$ 220,028
	\$ 579,193
Personnel Changes	\$ 1,245,894
Debt Service	\$ 334,753
Supplies and Materials	\$ (50,300)
Utilities	\$ 9,765
Contractual Services	\$ 262,548
Other Changes	\$ 36,414
Revenue and Fund Balance Use Changes	\$ 579,193
	\$ 2,418,267

Budget and Levy Scenarios

From the Base Budget, I have created several scenarios for the 2026 budget that will address the needs for additional staffing in public safety (Fire and Police Department staffing) and additional investment in our capital funds. Given the levy increase needed to sustain operations into 2026, I have explored the creation of franchise fees for the electric and gas utilities to serve as an alternative revenue source. With the imposition of franchise fees, there is an opportunity to free up existing levy dollars that can be reallocated to address the public safety needs and the capital fund needs. One strong advantage of franchise fees is that it would be a sustainable funding source that can be relied on for 2026 and beyond. Below are details about the imposition of franchise fees and how they potentially could be utilized to address priorities moving forward in the City's operations and capital budget.

Franchise Fees

Under Minnesota Statute (216B.36), cities can impose a fee on utility companies (franchise fees) that use the public rights-of-way to deliver service. The City can determine the amount, structure and use of collected franchise fees. Generally, they are structured in two ways: a flat rate per utility account or a percentage of consumption used by each utility account. For this discussion, I am utilizing a flat fee structure in order to provide certainty for the city and utility customers on what the monthly/annual charges would be. A percentage fee on utility costs would vary from a month to month and annual basis, leaving to uncertainty to the City on how much would be collected and uncertainty for the customer on what they owe each month. Given the variability of climate, having a flat fee would smooth out the variables of extreme weather and the resulting change in customer bills. From initial conversations with Xcel Energy, they are not not opposed to our effort to implement franchise fees as they consider these fees a local government decision.

Based on analysis of energy and natural gas consumption of Roseville's customer accounts, Xcel has estimated that an electric and gas franchise fee could generate between \$2.1 to \$2.8 million annually for the City. Below is a table prepared by Xcel showing the amounts that franchise fees could generate based on different rates.

Customer Classification - Electric	Option 1	Option 2	Option 3
Residential	\$ 3.00	\$ 3.50	\$ 4.00
Small C&I Non-Demand	\$ 4.00	\$ 4.65	\$ 5.30
Small C&I Demand	\$ 22.00	\$ 25.65	\$ 29.30
Large C&I	\$ 329.00	\$ 383.60	\$ 438.45
Total Annual Collection	\$ 1,642,008	\$ 1,914,739	\$ 2,188,060
Customer Classification - Gas	Option 1	Option 2	Option 3
Residential	\$ 3.00	\$ 3.50	\$ 4.00
Small C&I Non-Demand	\$ 4.00	\$ 4.65	\$ 5.30
Small C&I Demand	\$ 22.00	\$ 25.65	\$ 29.30
Large C&I	\$ 329.00	\$ 383.60	\$ 438.45
Total Annual Collection	\$ 476,616	\$ 567,283	\$ 648,070
Total Estimate Fees (Annual)	\$ 2,118,624	\$ 2,482,022	\$ 2,836,130
Annual Cost for Residential Account	\$ 72.00	\$ 84.00	\$ 96.00

Capital Fund Needs

Annually staff and the City Council review the 20-year Capital Improvements Program (CIP) to ensure sufficient funds are set aside to pay for capital expenditures to replace equipment, vehicles, and facilities. The City has traditionally ensured that enough funds were on-hand to pay for the capital purchases. With increasing costs for many capital items, the City Council and staff have begun looking at issuing debt for bigger capital expenditures to spread out the costs over time. As part of the 2026 budget, the City will begin paying new debt service in the amount \$334,753 for the new electric fire engine. Issuing debt for larger capital items is an approach that will continue to be looked at in future budget cycles. The Finance Director and I have begun looking at possible capital items for which debt issuance may be warranted as part of the 2027 budget.

In every budget cycle, the amount of tax levy going towards the capital funds is looked at and often reallocation of existing levy occurs and/or new tax levy is added to strengthen each capital fund balances. Given the existing pressure on the tax levy, staff has run some scenarios on how franchise fees can be utilized to strengthen capital funds and provide an ability to reallocate existing levy that will be freed up by the franchise fees to other capital funds and to help limit the needed levy increase for the operational budget.

As part of the 2026 budget review, we have determined that the following capital funds need assistance.

- Pavement Management Fund (Negative in 2036)*
- Street Lighting Fund (Negative in 2029)
- Pathways and Parking Lot Fund (Negative in 2028)
- Public Works Vehicle and Equipment Fund (Negative in 2028)
- Police Vehicle and Equipment Fund (Negative in 2027)
- Fire Vehicle and Equipment Fund (Negative in 2035)*
- Parks Vehicle and Equipment Fund (Negative in 2028)
- Parks Improvement Fund (Negative in 2033)*

*Certain capital expenditures in this fund could be considered for debt issuance in the future

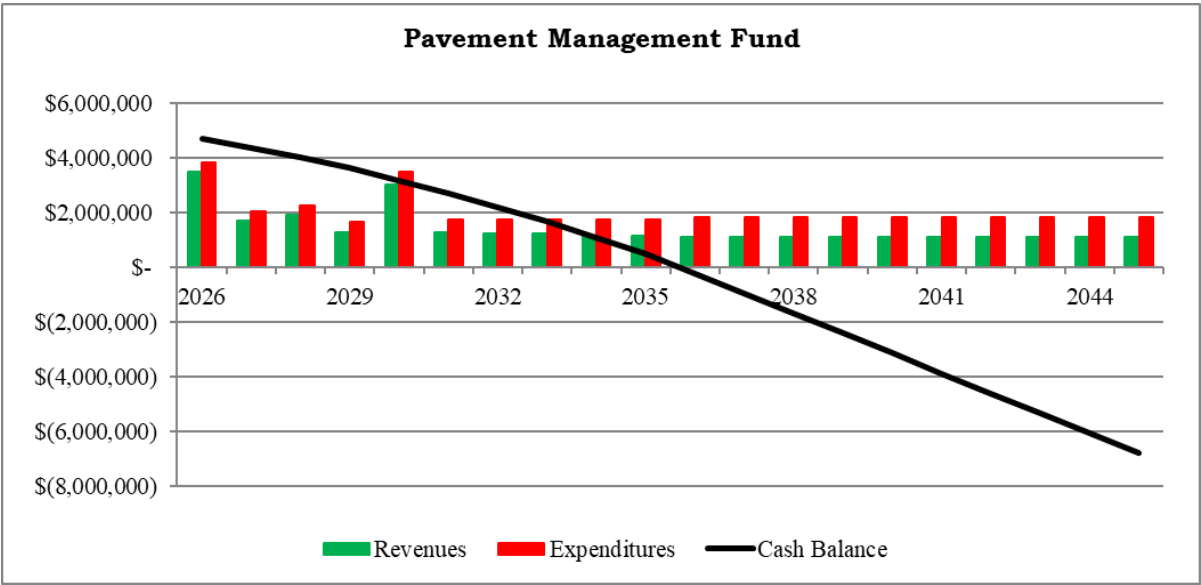
With using Option 1 of the franchise fees and repurposing the existing tax levy already going to the capital funds, we would be able to put franchise fees in the amount \$2.1 million towards the Street Replacement Fund, the Street Light Fund, the Pathway and Parking Lot Fund, and the Public Works Vehicle and Equipment Fund. This would allow us to reallocate \$1.6 million of existing tax levy to capital funds (\$645,000) and towards the operations budget (\$986,000) as shown in the table below.

Capital Fund	Current	Revised Levy Amount	Franchise Fees	Total
Pavement Management Fund	\$ 1,120,000	\$ -	\$ 1,360,000	\$ 1,360,000
Street Light Fund	\$ 21,000	\$ -	\$ 96,000	\$ 96,000
Pathway and Parking Lot Fund	\$ 255,000	\$ -	\$ 365,000	\$ 365,000
PW Equipment Fund	\$ 235,000	\$ 100,000	\$ 285,000	\$ 385,000
	\$ 1,631,000	\$ 100,000	\$ 2,106,000	\$ 2,206,000
Capital Fund	Current	Additional Levy Amount	Franchise Fees	Total
Police Department Veh & Eqp Fund	\$ 300,000	\$ 225,000	\$ -	\$ 525,000
Fire Department Veh & Eqp Fund	\$ 335,000	\$ 120,000	\$ -	\$ 455,000
Parks Department Veh & Eqp Fund	\$ 202,000	\$ 100,000	\$ -	\$ 302,000
Park Improvement Fund	\$ 785,000	\$ 100,000	\$ -	\$ 885,000
	\$ 1,622,000	\$ 545,000	\$ -	\$ 2,167,000

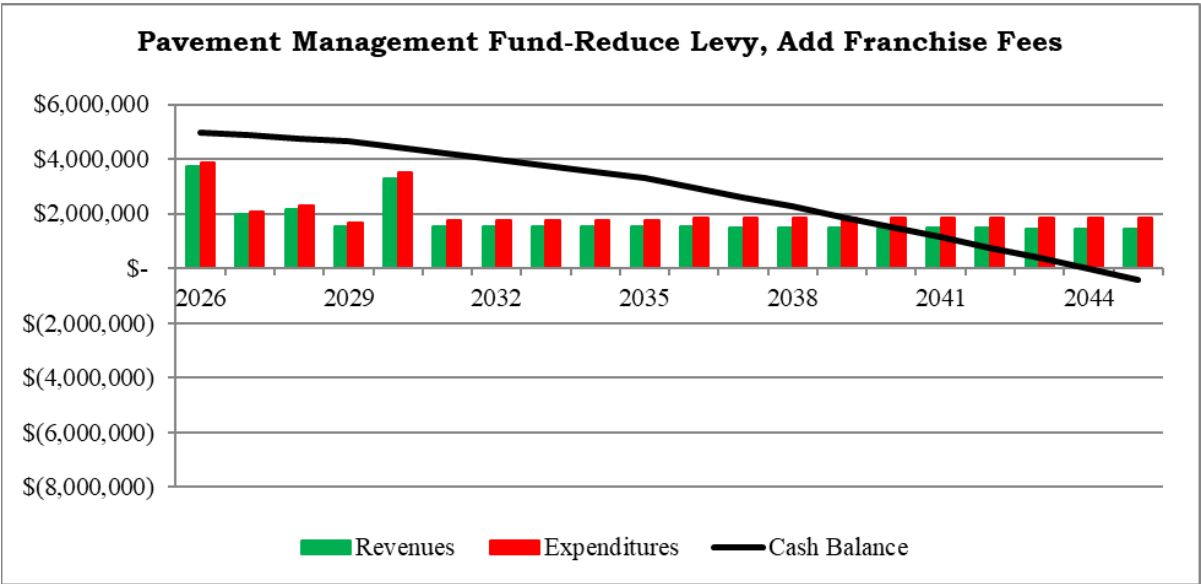
Existing Levy to ROW Capital Funds	\$ 1,631,000
Levy Reallocated to Other Capital Funds	\$ 645,000
Existing Levy Funding Available for Operational Budget	\$ 986,000

On the following pages, are charts showing the status of key capital funds that need assistance now and in the immediate future. The first chart is its current fund balance situation. The chart below it shows the fund balance after franchise fees or reallocated levy is applied to the fund.

Pavement Management Fund

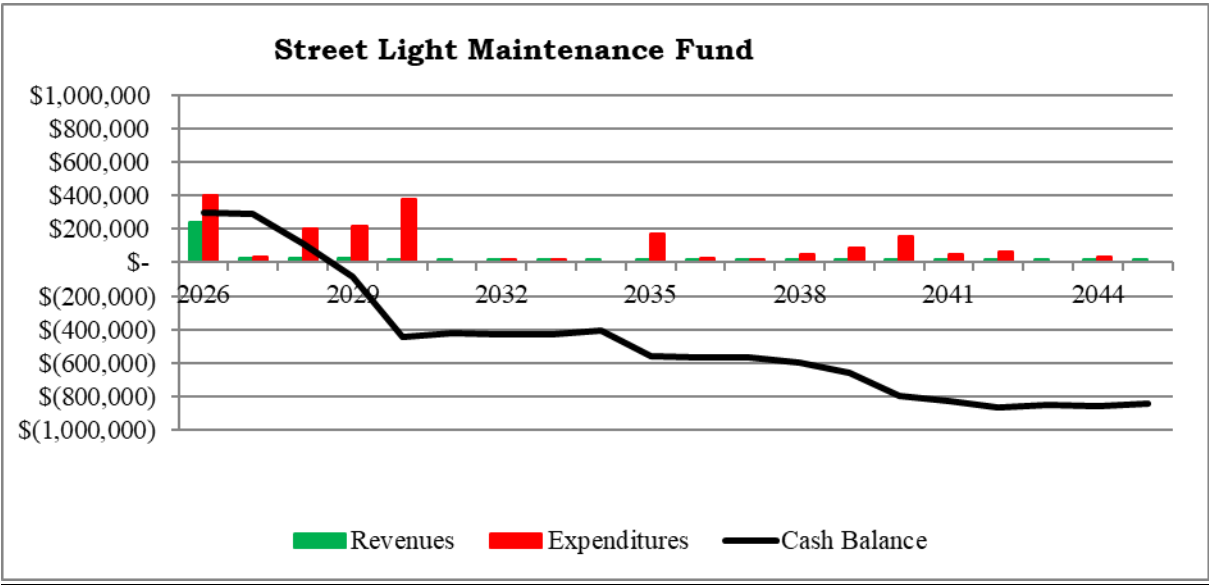


Negative balance in 2036

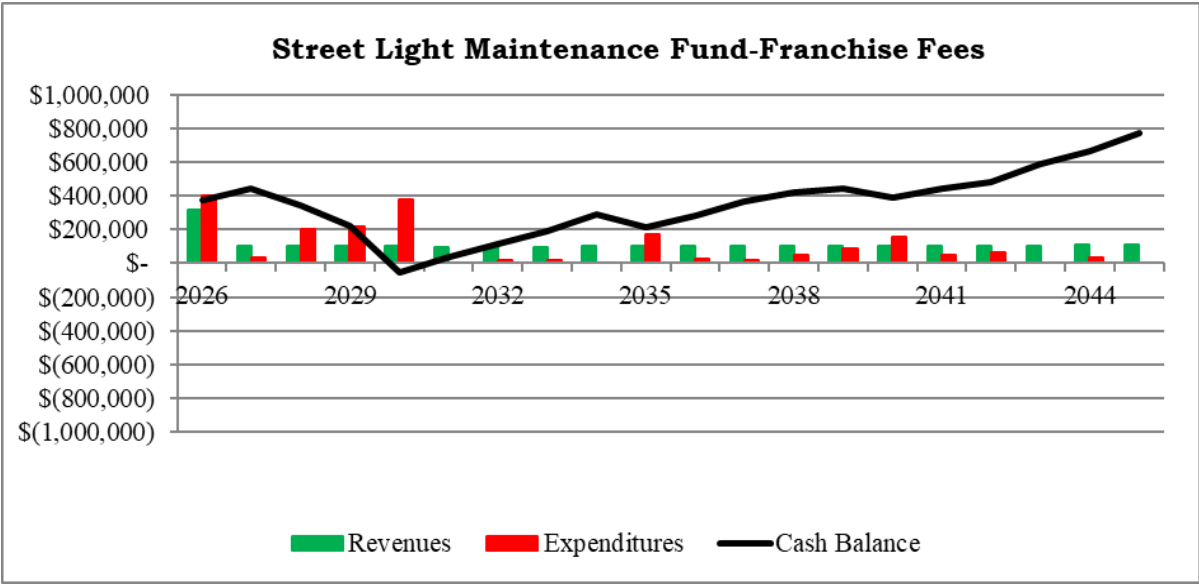


Positive balance until 2044

Street Light Maintenance Fund

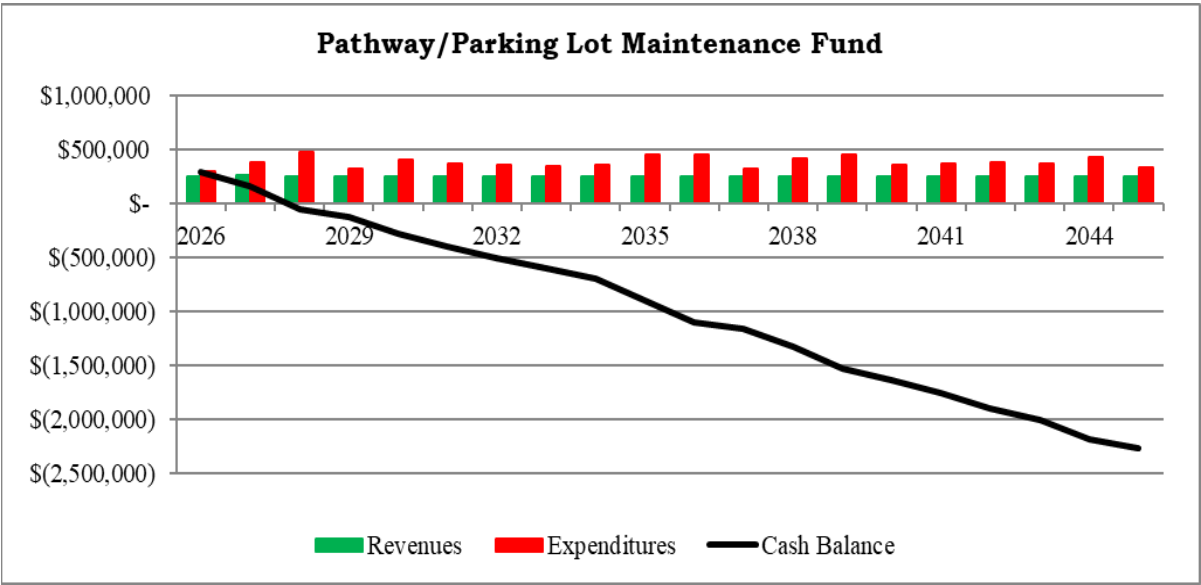


Negative balance in 2029

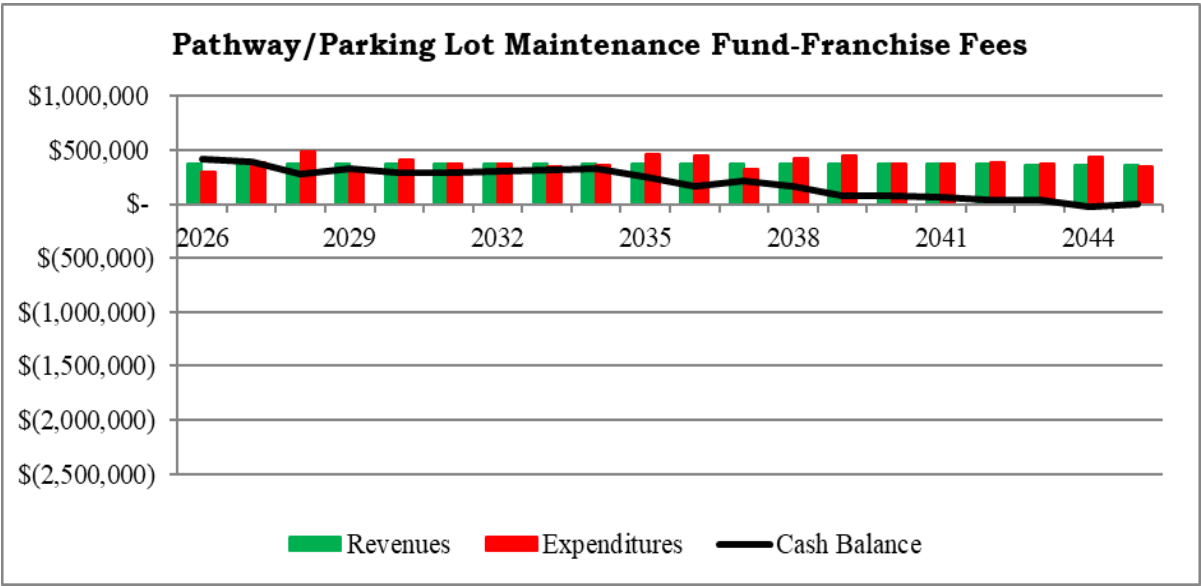


Will have a slightly negative in 2030, but then positive balance through 2045.

Pathway/Parking Lot Maintenance Fund

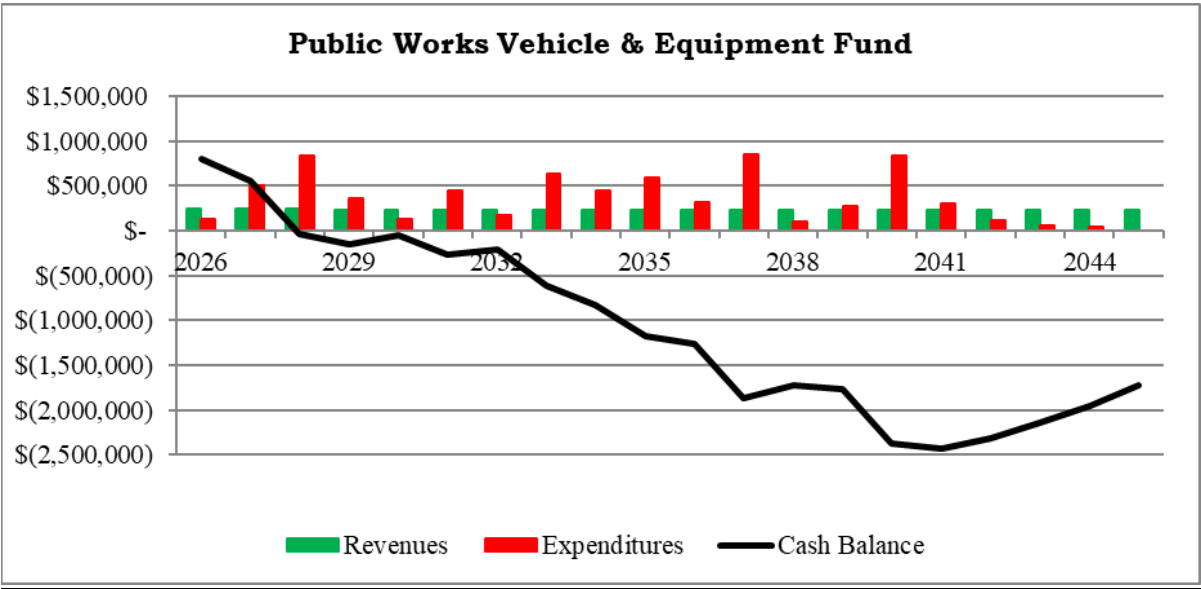


Negative balance in 2028

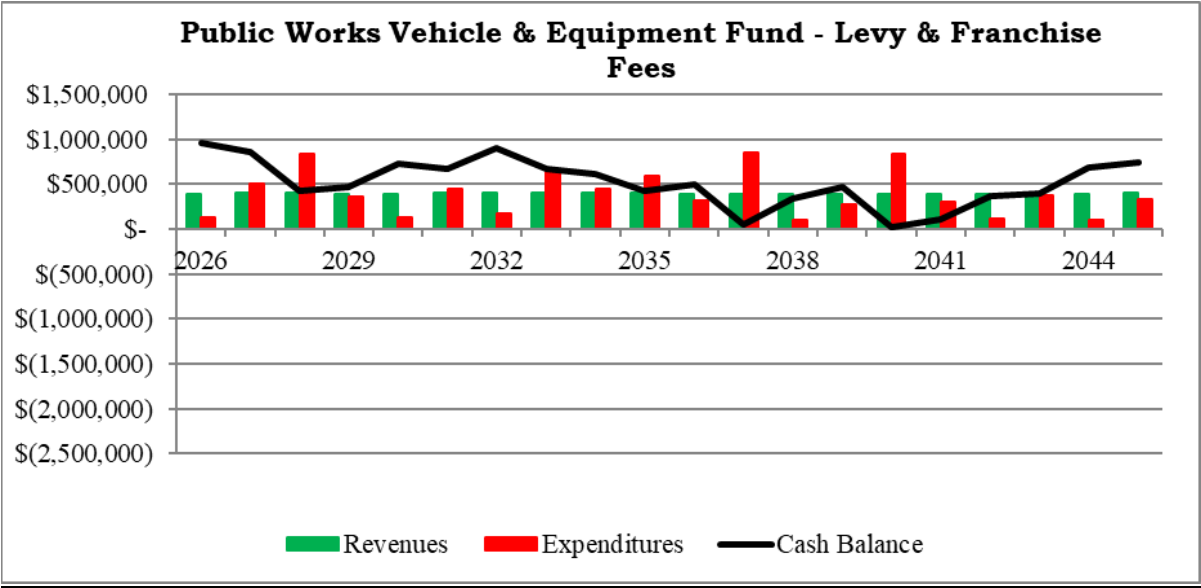


Positive balance until 2044

Public Works Vehicle and Equipment Fund

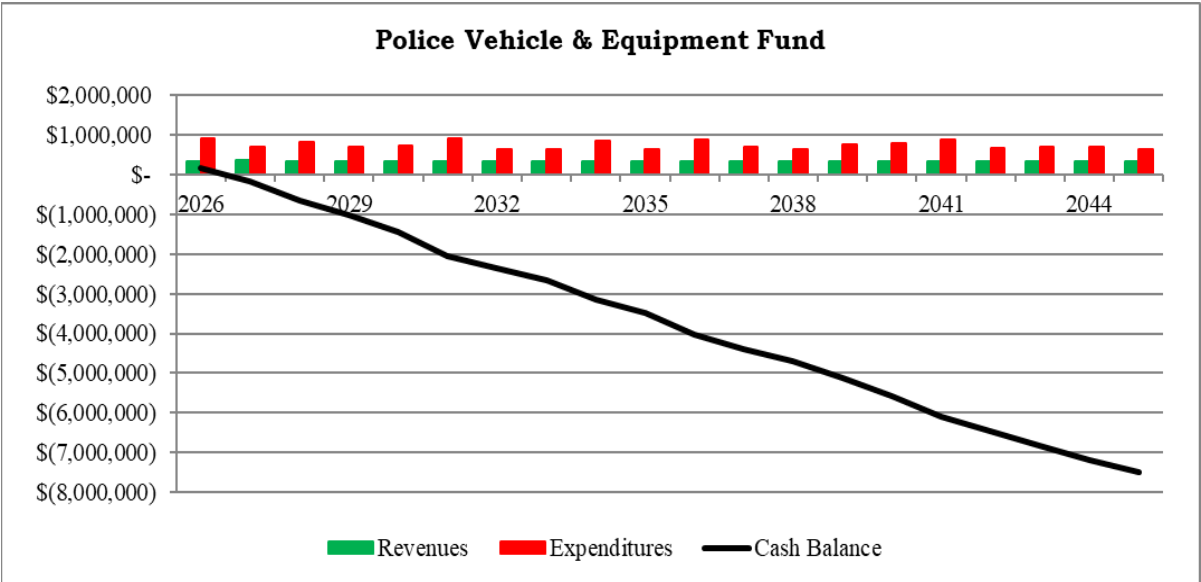


Negative balance in 2027

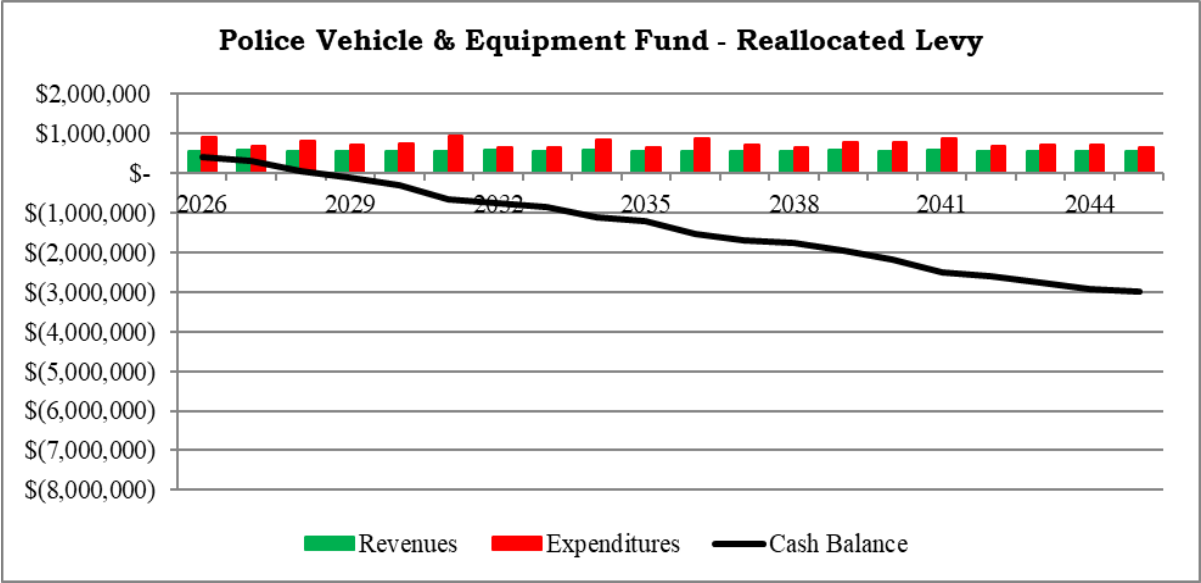


Positive balance through 2045

Police Vehicle and Equipment Fund

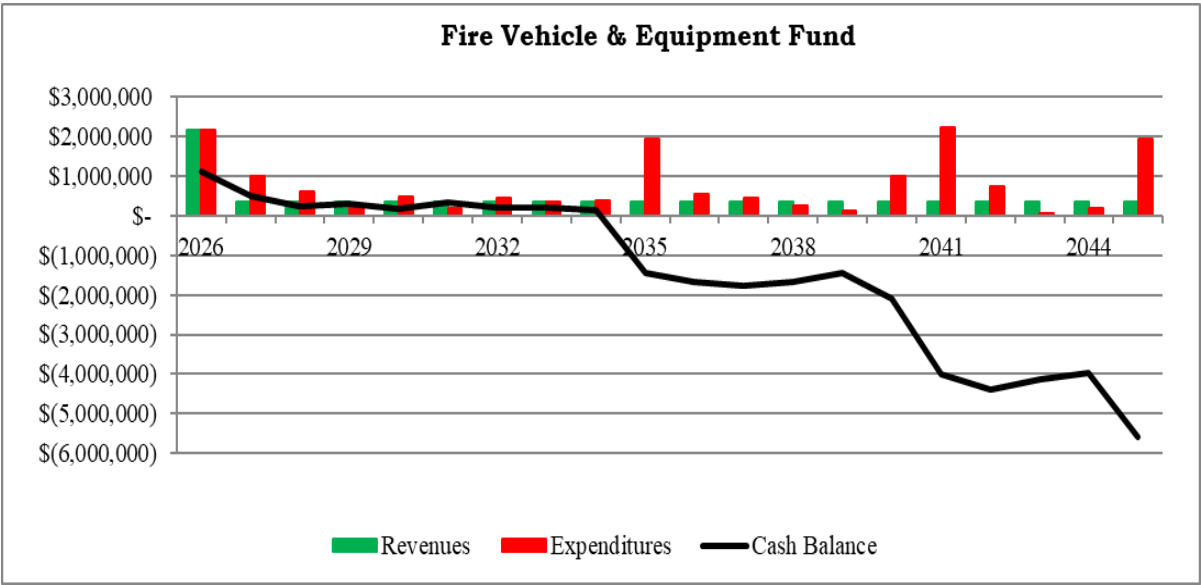


Negative balance in 2026

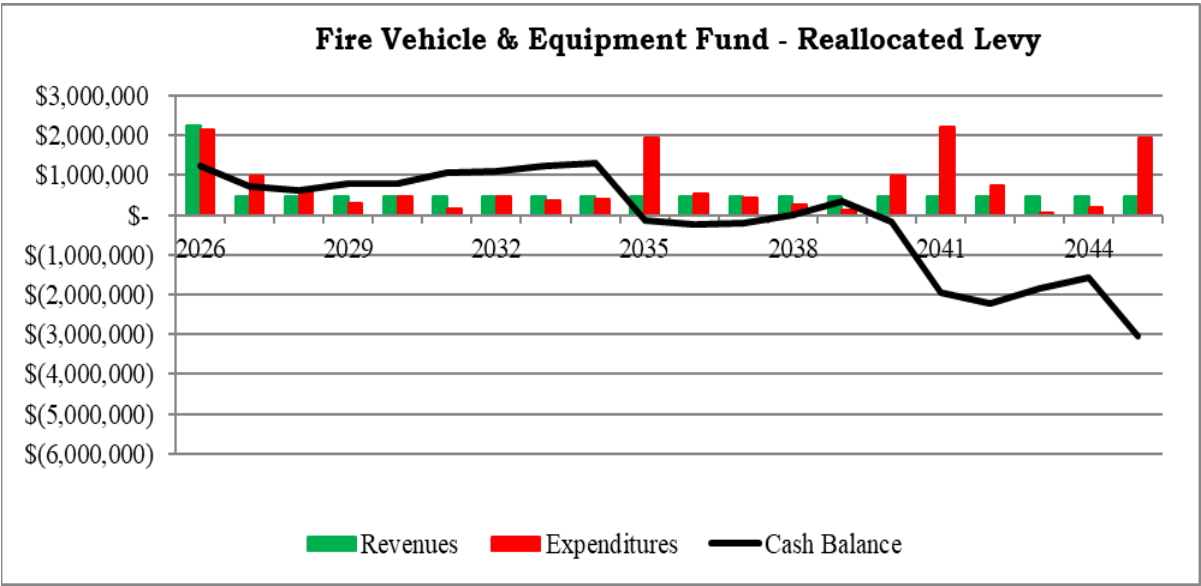


Positive balance until 2029

Fire Vehicle and Equipment Fund

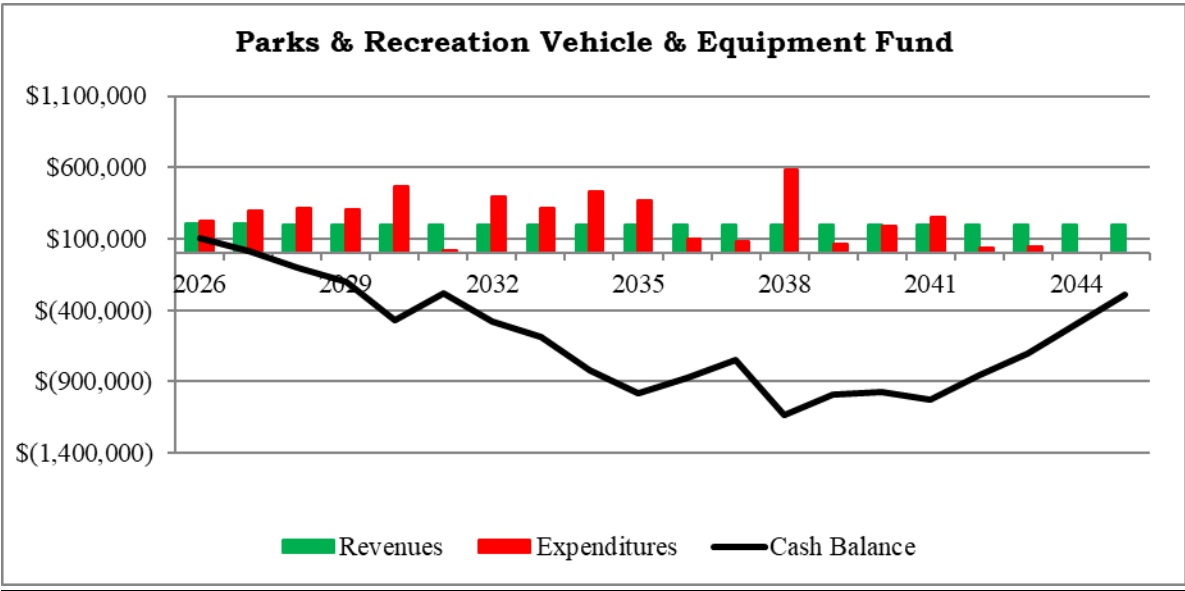


Negative balance in 2033

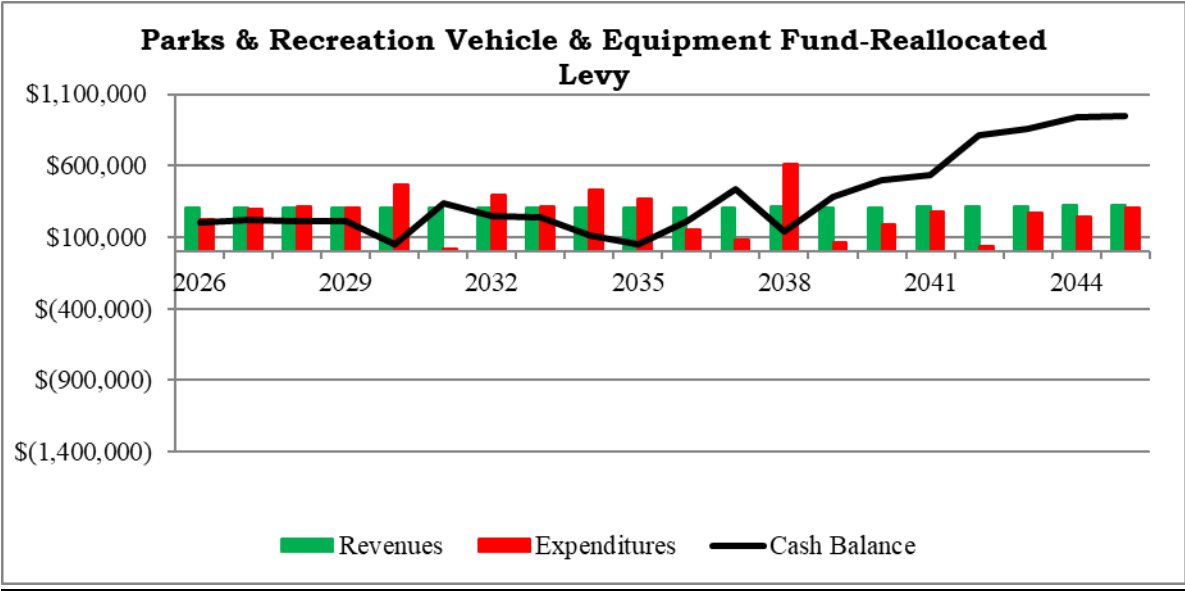


Negative balance in 2034

Parks and Recreation Vehicle and Equipment Fund

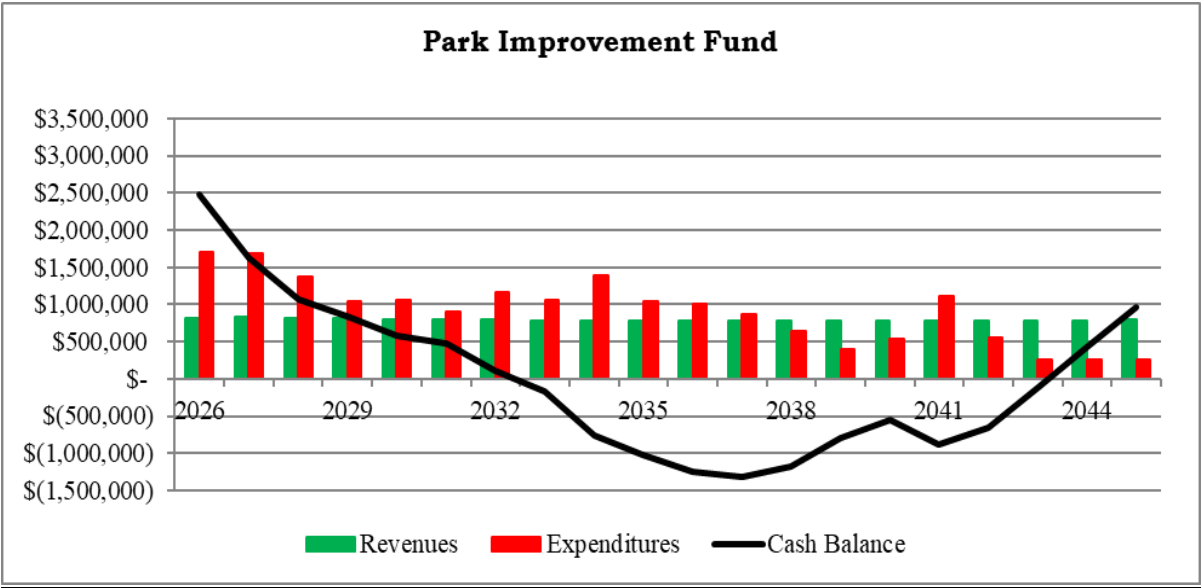


Negative balance in 2026

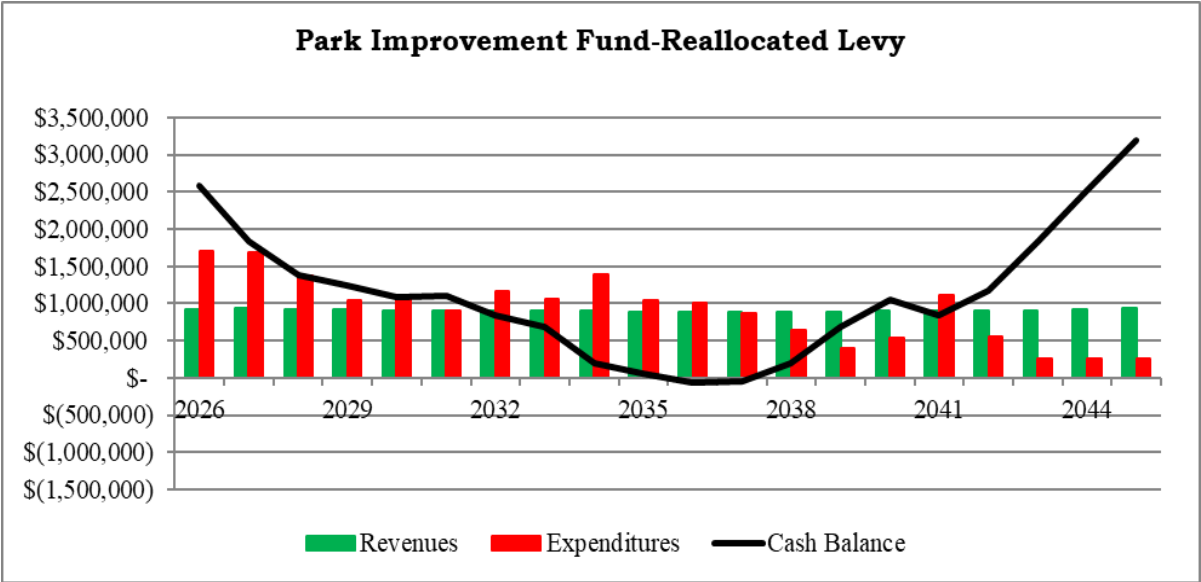


Positive balance through 2045

Park Improvement Fund



Negative balance in 2032



Positive until 2036

Police and Fire Department Staffing

With the use of the franchise fees as described above and based on the requests of the Fire and Police Departments, I have created a couple of scenarios that review what the costs would be to implement their staffing plans as presented. In both the Fire and Police Department cases, the City is looking for grant funds to offset the immediate tax levy impact to their requests. The Fire Department has requested \$7.04 million from FEMA for a SAFER grant. If received, it would be a 3-year grant, with a city cost-share of 25% in the first two years and 65% in the third year. The Police Department requested a federal COPS grant in the amount of \$375,000 to assist funding for the additional four police officers as part of their request. The COPS grant would be for 3 years and pay \$166,000 towards the costs of a police officer each year. We don't expect to receive notice on grant awards until after September. As a result, if the Council would like to have the public safety positions included in the 2026 budget, the full costs of those positions will need to be factored in as the grant status will be unknown at the time of the preliminary budget and levy approval on September 22.

2026 Police and Fire Staffing Costs	Total Cost	Grant Amount	City Cost with Grants	City Cost without Grants
FD Staffing *	\$ 708,115	\$ 531,087	\$ 177,029	\$ 708,115
PD Staffing	\$ 1,003,000	\$ 167,000	\$ 836,000	\$ 1,003,000
Total	\$ 1,711,115	\$ 698,087	\$ 1,013,029	\$ 1,711,115

*September 2026 start date

Levy Scenarios

For City Council consideration, below is a table showing different scenarios of what the tax levy increase would be if public safety staffing and franchise fees were implemented. I present these only for informational purposes at this time. As you know, a final decision will need to be made at the September 22 City Council meeting, when a not to exceed preliminary tax levy must be adopted. Unfortunately, we will most likely not know whether the City will be receiving the SAFER and COPS grant until after the not-to-exceed preliminary tax levy is adopted, so the City Council may need to consider a higher levy (Scenario 4) if you would like to include the public safety staffing requests in the 2026 budget.

	Base Budget	Scenario 1	Scenario 2	Scenario 3	Scenario 4
Total Proposed Levy Amount	\$ 33,135,726	\$ 34,148,755	\$ 34,846,841	\$ 33,162,755	\$ 33,860,841
Proposed Levy Increase (\$)	\$ 2,418,267	\$ 3,431,296	\$ 4,129,382	\$ 2,445,296	\$ 3,143,382
Proposed Levy Increase (%)	7.87%	11.17%	13.44%	7.96%	10.23%
Note 1		Adds 7 PD positions (\$836,000 with COPS grant), and 15 FD positions (\$177,029, with September 2026 start and SAFER grant)	Adds 7 PD positions (\$1,003,000 with <u>NO</u> COPS grant), and 15 FD positions (\$708,115, with September 2026 start and <u>NO</u> SAFER grant)	Adds 7 PD positions (\$836,000 with COPS grant), and 15 FD positions (\$177,029, with September 2026 start and SAFER grant)	Adds 7 PD positions (\$1,003,000) with <u>NO</u> COPS grant), and 15 FD positions (\$708,115, with September 2026 start and <u>NO</u> SAFER grant)
Note 2				Creation of Franchise Fees allows \$986,000 of tax levy currently going to capital funds to be repurposed to operational budget	Creation of Franchise Fees allows \$986,000 of tax levy currently going to capital funds to be repurposed to operational budget
Note 3	No additional funding for City's capital funds. Adding \$1.12 million of new levy for capital funds will result in levy increase of 11.52%	No additional funding for City's capital funds. Adding \$1.12 million of new levy for capital funds will result in levy increase of 14.82%	funding for City's capital funds. Adding \$1.12 million of new levy for capital funds will result in levy increase of 17.09%	Creation of Franchise Fees results in an additional \$1,120,000 invested annually into the City's capital funds	Creation of Franchise Fees results in an additional \$1,120,000 invested annually into the City's capital funds

It should be noted for the above scenarios; I factored in using \$2.1 million of franchise fees in the capital funds and repurpose \$986,000 of current levy to the operations budget. If the Council wanted to collect more, such as the \$2.8 million annual figure shown in Option 3 on page 16, it would provide more flexibility in addressing the levy increase this year or in future years.

Knowing that the City personnel costs for the new public safety positions will eventually be 100% the responsibility of the levy to support, the City Council may want to consider implementing higher franchise fees now to provide for a greater ability to use franchise fee revenue in place of levy increases in future budget cycles. For example, if the City were to collect \$2.8 million instead of \$2.1 million in franchise fees, staff would recommend that the full \$2.8 million would go to the right-of-way infrastructure funds already identified. This will help strengthen these funds even more. As the public safety grants expire and/or the cost share goes up, a portion of the franchise fees from the 4 right-of-way infrastructure funds could be repurposed to support the funding on public works operations (e.g. the Streets Division). Like this budget cycle, the levy that is freed up with the use of franchise fees could be repurposed to cover the public safety staffing costs as the grants end and/or the cost share goes up. This would help lessen the overall levy increase needed in future years.

While the higher amount of franchise fees could be used now to free up more levy dollars to be repurposed and thus lower the 2026 levy increase, given the fact there will need to be large increases in levy support in the 2027, 2028, and 2029 budgets to fully pay for the public safety positions once the grants expire, it makes sense to direct any franchise fees collected to the capital funds for now. In future budget considerations, a repurposing of the franchise fees and existing levy can be considered to moderate the levy increase needed.

Other Budget Provisions

There are two budget related personnel adjustments I am proposing to make as part of 2026 budget. One is to retitle the Equity and Inclusion Manager to Organizational Development Manager and the second is to reclassify compensation grade for the Police Chief position. Details of each proposal are below.

Reclassification of Equity and Inclusion Manager to Organizational Development Manager

The City of Roseville has made significant progress embedding equity and inclusion into operations over the past several years. With the Strategic Racial Equity Action Plan, Equity Toolkit, and departmental learning already in place, we are shifting from raising awareness to strengthening systems, leadership and culture that ensure our work is aligned with the goals and priorities in the strategic plan while continuing to center equity and inclusion.

Reclassifying the Equity & Inclusion Manager to Organizational Development Manager reflects this shift. It keeps equity at the core, while also focusing on improving systems, developing leadership, strengthening collaboration across departments, and building a positive culture. This change supports our mission, vision, and strategic priorities. There is no budgetary impact from this reclassification.

Key Duties/Areas of Focus

- Organization-Wide Development: Creates and leads initiatives that help develop and strengthen leadership, teamwork, innovation, collaboration and adaptability across all departments.
- Equity as a Core Practice: Continues to embed equity and inclusion into policies, processes, and culture so they remain part of how we work and not just tied to one position.
- Strategic Alignment: Makes sure our "systems" are tied directly to the strategic plan. Serves as a central point for aligning the strategic plan across departments.
- Culture & Engagement: Builds a positive, inclusive work culture by boosting employee engagement, improving organizational climate, and encouraging collaboration between departments.

Reclassify Police Chief

Currently, all Department Heads are in Grade 26 in the City's compensation system. I am proposing to move the Police Chief position from Grade 26 to Grade 28 on the City's compensation system. Based on scope, complexity, and impact of police chief duties, along with unionized status of the Deputy Chief causing wage compression between the Chief and Deputy Chief position it is necessary to move the position to Grade 28 in the compensation system. This adjustment will better align compensation with the Police Chief's roles and responsibilities and be market competitive. The costs for this adjustment totaling about \$13,000 in wages and benefits are already factored into my proposed budget and levy.

Next Steps

The City Council should review all the information in this memo and in the attachments to the City Council case with the intent of setting the preliminary levy and budget at the September 22 meeting. The Finance Commission will present the proposed budget and levy at its August 27 meeting and will provide the City Council with its recommendation at the September 15 City Council meeting.

City of Roseville
City Manager Recommended
2026 City Budget



2026 City Manager Recommended Budget

For tonight, we intend to:

- Provide the City Council and public more detail on the proposed 2026 budget for the City of Roseville and subsequent property tax impact
- Provide context for the City Council in making the decision on the not-to-exceed levy on September 22
- Answer any questions you may have regarding the recommended 2026 City Budget

2026 Budget Process Timeline	Date
Establish 2026 Budget Process Calendar	3/3/2025
Discussion on <i>Preliminary</i> Cash Reserve Levels	3/3/2025
Discussion on 2025 Legislative Impacts & City Council Priorities	7/7/2025
Presentation of the 2026-2045 Capital Improvement Plan	7/14/2025
EDA Budget & Tax Levy Discussion	7/14/2025
Receive the 2026 City Manager Recommended Budget	8/25/2025
Receive Budget Recommendations from the Finance Commission	9/15/2025
Adopt Preliminary 2026 Budget, Tax Levy, & EDA Levy	9/22/2025
Review 2026 Proposed Utility Rates	11/10/2025
Review 2026 Fee Schedule	11/10/2025
Final Budget Hearing (Truth-in-Taxation Hearing)	12/1/2025
Adopt Final 2026 EDA Tax Levy	12/8/2025
Adopt Final 2026 Budget, Tax Levy, Utility Rates, & Fee Schedule	12/8/2025

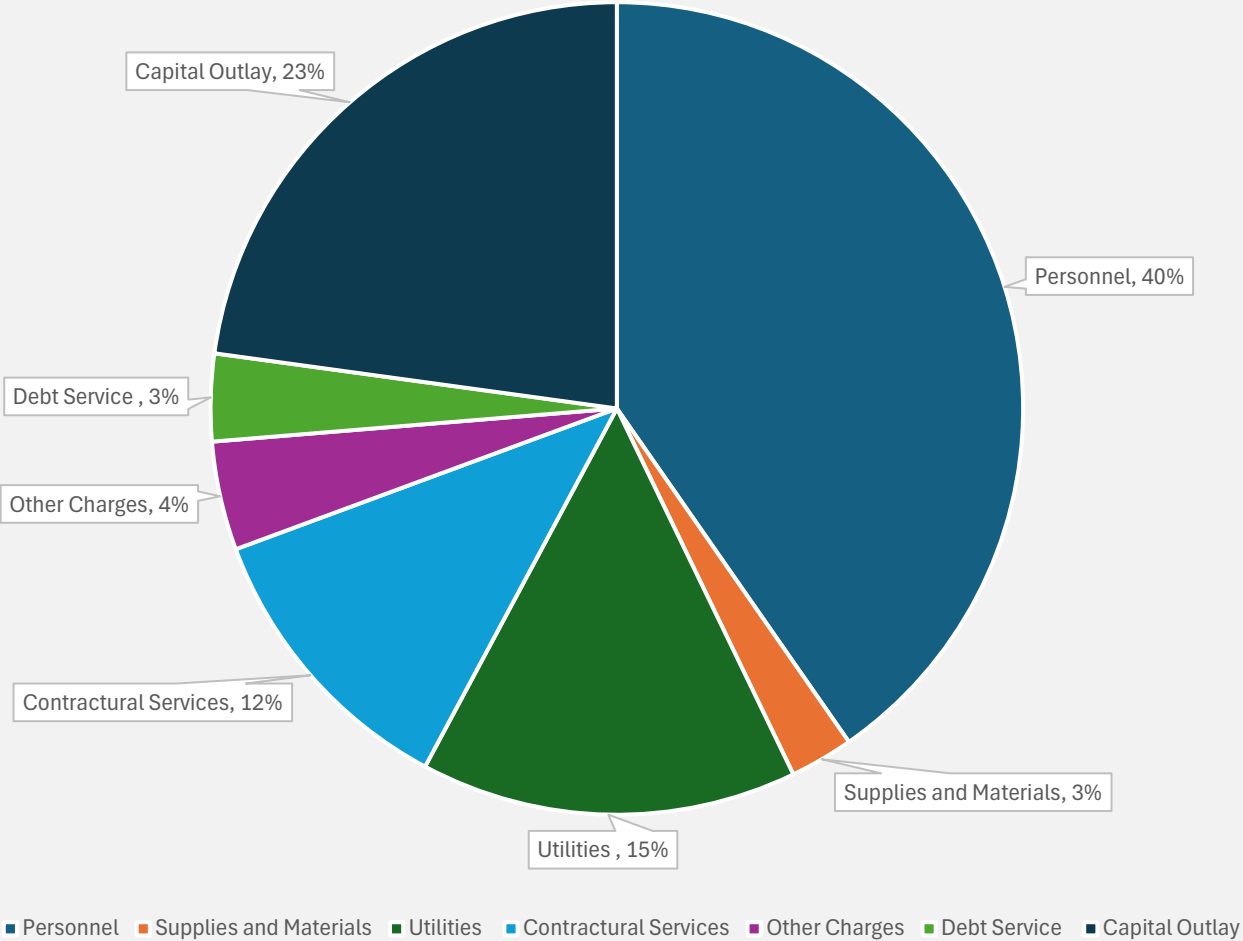
2026 City Manager Recommended Budget

Total Budget Allocation

Total Budget : \$81,257,257
Increase of 9.6%

Base Budget by Major Category	2026 Budget
Personnel	\$ 32,765,701
Supplies and Materials	\$ 2,050,655
Utilities	\$ 12,170,638
Contractual Services	\$ 9,379,936
Other Charges	\$ 3,518,304
Debt Service	\$ 2,820,203
Capital Outlay	\$ 18,551,820
	\$ 81,257,257

2026 Base Budget by Major Category



2026 City Manager Recommended Budget

Total Budget Allocation

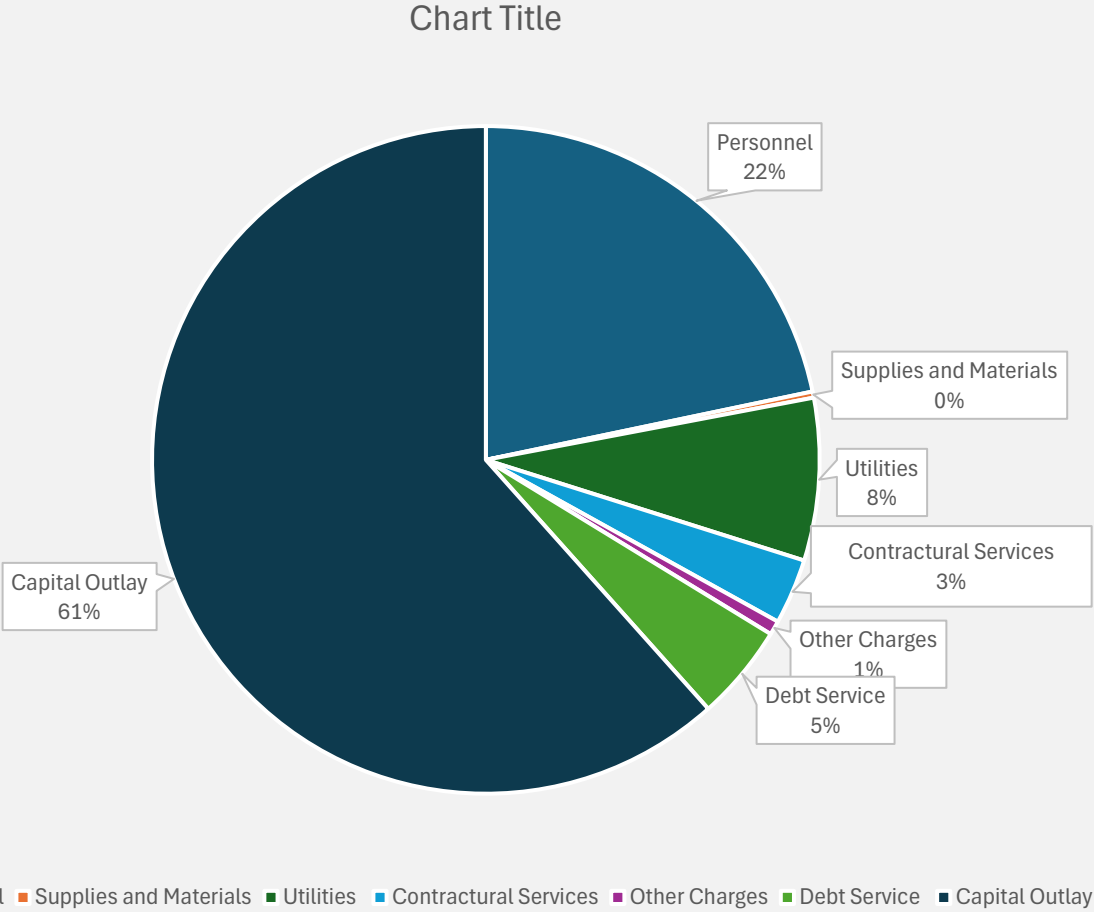
Attachment 6

2026 Budget	<u>Proposed 2026 Budget</u>	<u>Reductions</u>	<u>Increases</u>	<u>Net</u>
General Fund	\$ 27,177,179	\$ (140,286)	\$ 1,437,526	\$ 1,297,240
Parks and Recreation Fund	\$ 4,832,026	\$ (40,405)	\$ 132,737	\$ 92,332
Community Development Fund	\$ 2,010,795	\$ (53,649)	\$ 75,044	\$ 21,395
Special Purpose Operating Funds	\$ 6,051,688	\$ (43,504)	\$ 293,188	\$ 249,676
Capital Outlay Funds	\$ 11,140,820	\$ (361,595)	\$ 3,536,270	\$ 3,174,675
Debt Service Fund	\$ 2,543,953	\$ -	\$ 334,753	\$ 334,753
TIF Fund	\$ 2,355,000	\$ -	\$ -	\$ -
Enterprise Funds	\$ 25,145,796	\$ (711,999)	\$ 2,691,825	\$ 1,972,826
Totals	\$ 81,257,257	\$ (1,351,438)	\$ 8,501,343	\$ 7,142,897

2026 City Manager Recommended Budget

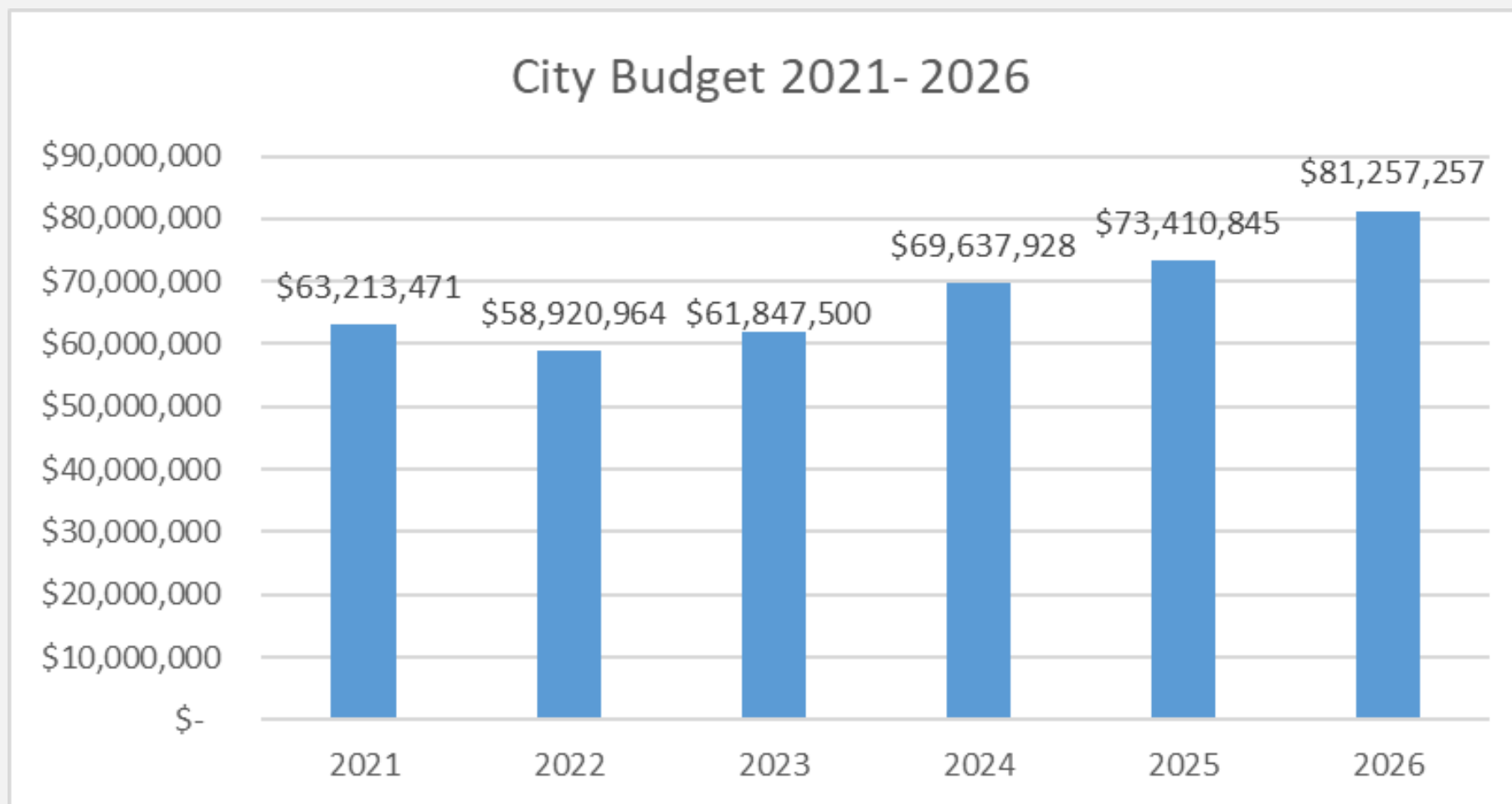
Total Budget Allocation

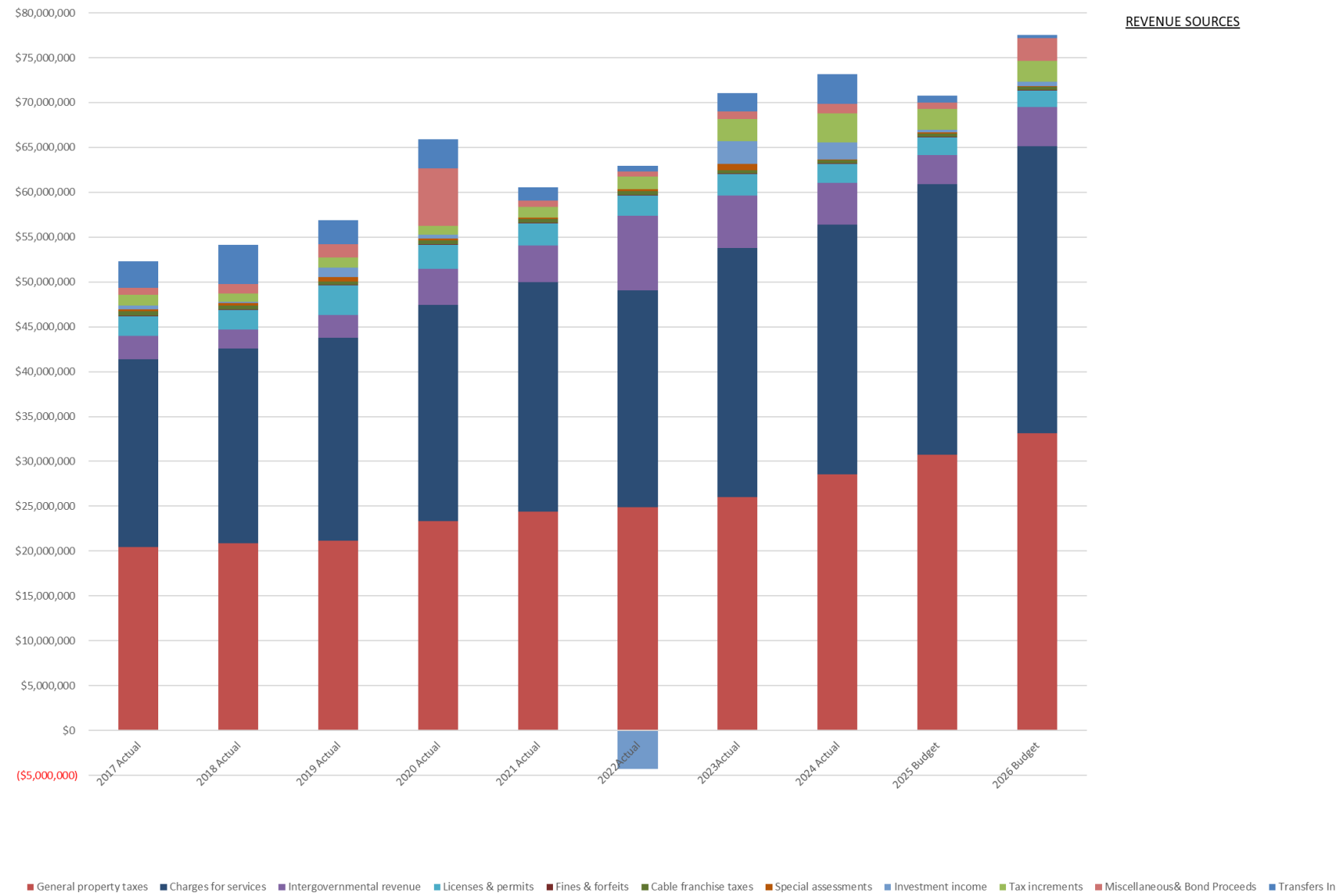
Base Budget Increase	
Personnel	\$1,560,393
Supplies and Materials	\$ (21,350)
Utilities	\$ 564,983
Contractual Services	\$ 228,381
Other Charges	\$ 49,112
Debt Service	\$ 334,703
Capital Outlay	\$4,426,675
	\$7,142,897

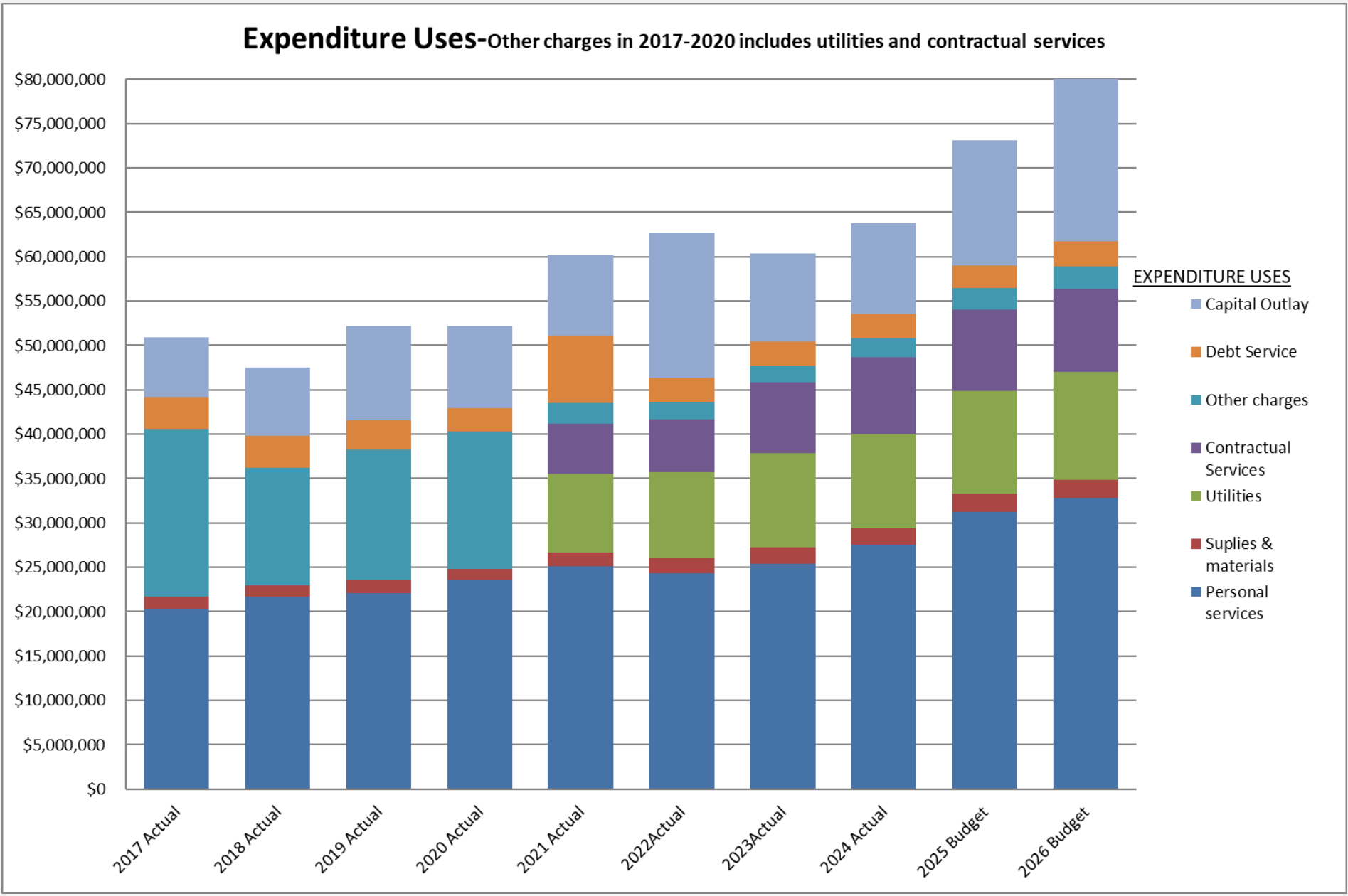


2026 City Manager Recommended Budget

Proposed 2026 City Budget: \$81,257,257 or about 9.6% increase







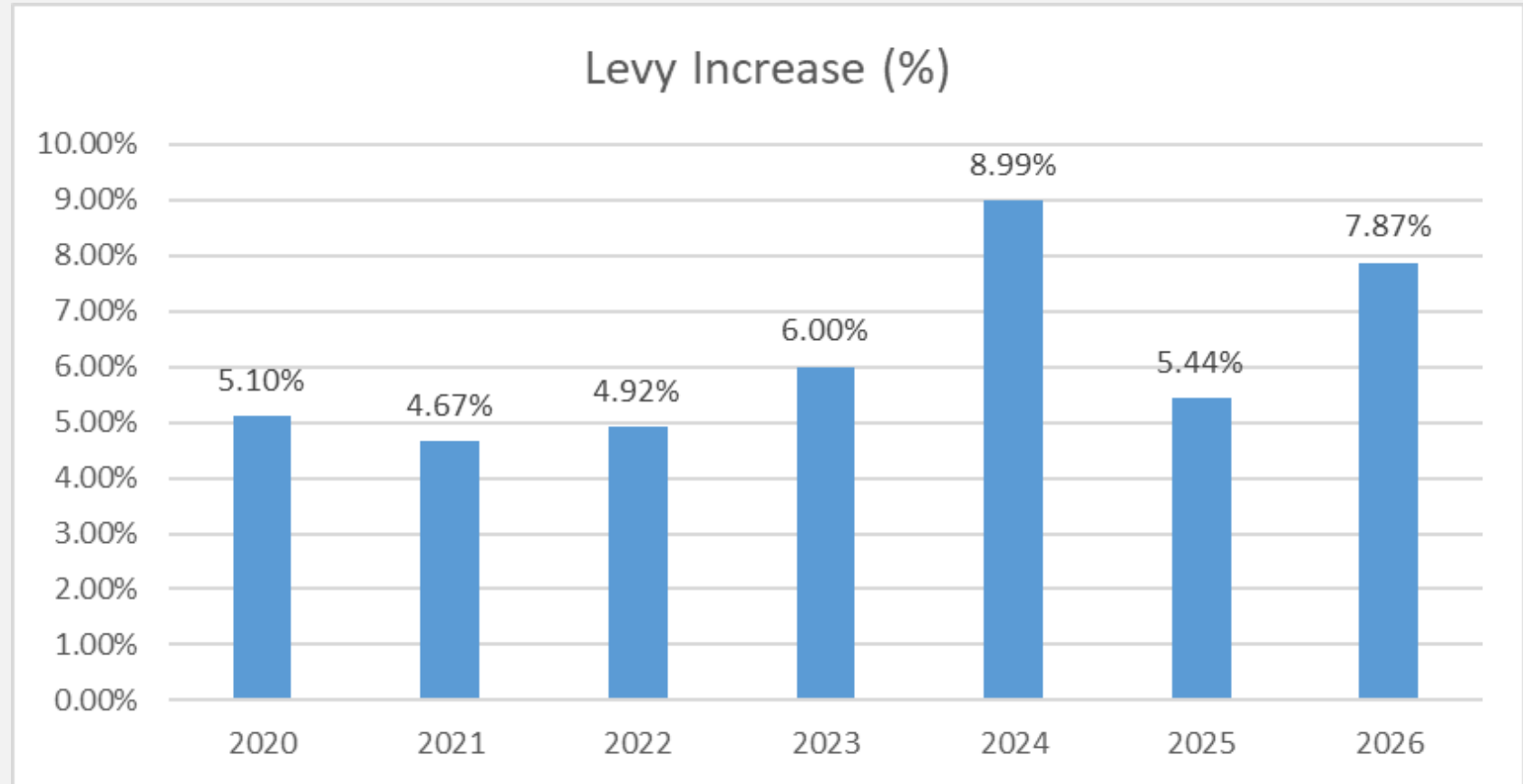
Base Budget Levy

2026 City Manager Recommended Budget – 2026 Levy Increase

Attachment 6

2026 Base Budget Tax Levy

- \$33,135,726 Total Tax Levy
- \$2,418,267 Increase
- Represents 7.87% increase

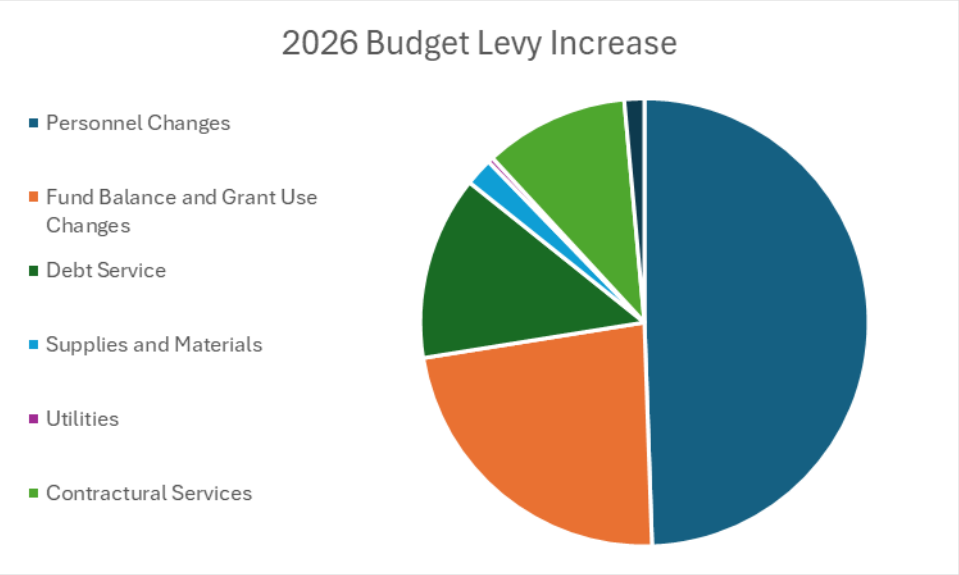


2025 City Manager Recommended Budget – 2026 Levy Increase

Attachment 6

Base Budget Levy Increase of \$2,418,267

Personnel Cost Changes	\$ 1,245,894
Debt Service	\$ 334,753
Supplies and Materials	\$ (50,300)
Utilities	\$ 9,765
Contractual Services	\$ 262,548
Other Changes	\$ 36,414
Revenue and Fund Balance Use Changes	\$ 579,193
	\$ 2,418,267



2026 City Manager Recommended Budget – 2026 Levy Increase

Attachment 6

2026 Levy Impacts	Levy Impact (Net)
Personnel Cost Changes	
Employee wage steps, insurance	\$ 383,582
Cost of Living Adjustment (COLA)	\$ 597,304
Paid Family Medical Leave	\$ 87,336
Overtime Increases	\$ 90,000
Police Intern Wage Increase	\$ 14,672
HR Manager - Full Year	\$ 73,000
	<u>\$ 1,245,894</u>

2026 City Manager Recommended Budget – 2026 Levy Increase

Attachment 6

Fund Balance and Grant Use Changes	
Public Safety Aid (PSA)replacement from 2025 Budget (Fire Cadet, 1/2 PD Commander, Tubman, Settled Union Contracts)	\$ 251,764
PSA,ARPA, Opioid Funds - PD Social Worker	\$ 257,856
Parks and Recreation Fund balance used in 2025 Budget	\$ 220,028
State Aid/Grant Revenue/Other Increase	\$ (150,455)
	\$ 579,193

2026 City Manager Recommended Budget – 2026 Levy Increase

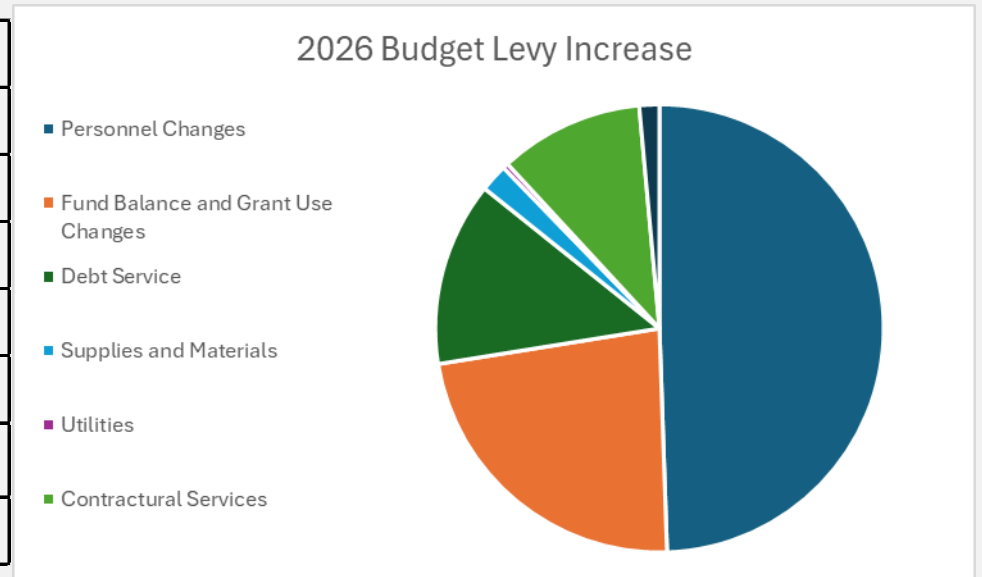
Attachment 6

Debt Service	\$ 334,753
Supplies and Materials	\$ (50,300)
Utilities	\$ 9,765
Contractual Services	\$ 262,548
Other Changes	\$ <u>36,414</u>

2026 City Manager Recommended Budget – 2026 Levy Increase

Attachment 6

Personnel Cost Changes	\$ 1,245,894
Debt Service	\$ 334,753
Supplies and Materials	\$ (50,300)
Utilities	\$ 9,765
Contractual Services	\$ 262,548
Other Changes	\$ 36,414
Revenue and Fund Balance Use Changes	\$ 579,193
	\$ 2,418,267



Budget and Levy Scenarios

2026 City Manager Recommended Budget

Attachment 6

Budget Scenarios

Addition of Public Safety Personnel

2026 Police and Fire Staffing Costs	Total Cost	Grant Amount	City Cost with Grants	City Cost without Grants
Fire Department Staffing (15 Firefighters starting September 2026)	\$ 708,115	\$ 531,087	\$ 177,029	\$ 708,115
Police Department Staffing (4 Police Officers, 2 Patrol Sergeants, 1 Records Supervisor)	\$ 1,003,000	\$ 167,000	\$ 836,000	\$ 1,003,000
Total	\$ 1,711,115	\$ 698,087	\$ 1,013,029	\$ 1,711,115

	Base Budget	Scenario 1	Scenario 2
2026 Levy Total	\$ 33,135,726	\$ 33,135,726	\$ 33,135,726
Levy Increase	\$ 2,418,267	\$ 2,418,267	\$ 2,418,267
ADD			
FD Positions	\$ -	\$ 177,029	\$ 708,115
PD Positions	\$ -	\$ 836,000	\$ 1,003,000
Reallocate existing levy	\$ -	\$ -	
Adjusted Levy Increase	\$ 2,418,267	\$ 3,431,296	\$ 4,129,382
Adjusted Levy Amount	\$ 33,135,726	\$ 34,148,755	\$ 34,846,841
Levy Increase %	7.87%	11.17%	13.44%

Base Budget includes Department Head Budget requests after City Manager review, includes using Public Safety Aid

Does not include additional staffing request for Police and Fire Department

Scenario 1 includes the Base Budget and include funding for additional staffing the Police and Fire Departments.

Scenario 1 presumes receiving the SAFER grant and COPS grant to offset personnel costs

Scenario 2 includes the Base Budget, includes funding for additional staffing the Police and Fire Departments. Scenario 2 presumes

NOT receiving the SAFER grant and COPS grant to offset personnel costs

Franchise Fees

2026 City Manager Recommended Budget

Attachment 6

Franchise Fees

Use of Franchise Fees to Fund Right-of-Way Capital Costs

Customer Classification - Electric	Option 1	Option 2	Option 3
Residential	\$ 3.00	\$ 3.50	\$ 4.00
Small C&I Non-Demand	\$ 4.00	\$ 4.65	\$ 5.30
Small C&I Demand	\$ 22.00	\$ 25.65	\$ 29.30
Large C&I	\$ 329.00	\$ 383.60	\$ 438.45
Total Annual Collection	\$ 1,642,008	\$ 1,914,739	\$ 2,188,060
Customer Classification - Gas	Option 1	Option 2	Option 3
Residential	\$ 3.00	\$ 3.50	\$ 4.00
Small C&I Non-Demand	\$ 4.00	\$ 4.65	\$ 5.30
Small C&I Demand	\$ 22.00	\$ 25.65	\$ 29.30
Large C&I	\$ 329.00	\$ 383.60	\$ 438.45
Total Annual Collection	\$ 476,616	\$ 567,283	\$ 648,070
Total Estimate Fees (Annual)	\$ 2,118,624	\$ 2,482,022	\$ 2,836,130
Annual Cost for Residential Account	\$ 72.00	\$ 84.00	\$ 96.00

Use of Franchise Fees to Fund Right-of-Way Capital Costs

Identified 4 Capital Funds for use of Franchise Fees

- Pavement Fund
- Street Light Fund
- Pathway and Parking Lot Fund
- Public Works Equipment Fund

Fund Name	Current Levy Amt
Pavement Management Fund	\$ 1,120,000
Street Light Fund	\$ 21,000
Pathway and Parking Lot Fund	\$ 255,000
PW Equipment Fund	\$ 235,000
	\$ 1,631,000

Franchise Fee/Reallocated Levy Strategy

- Replace \$1.6 million of levy support currently going towards 4 capital funds (Pavement Management Fund, Street Light Fund, Pathway and Parking Lot Fund, and Public Works Equipment Fund) with \$2.1 million of franchise fee funding
- Reallocate \$545,000 from the \$1.6 million levy saved by using franchise fees to 4 capital funds (PD Vehicle & Equip. Fund, FD Vehicle & Equip. Fund, Parks Vehicle & Equip. Fund, and Park Improvement Fund) and keep \$100,000 of existing levy in the Public Works Vehicle and Equipment Fund
- Reallocate remaining \$986,000 from the \$1.6 million levy saved by using franchise fees to the operating portion of the budget to offset the costs for adding public safety personnel

2026 City Manager Recommended Budget

Attachment 6

Franchise Fees

Franchise Fee/Reallocated Levy Strategy

Capital Fund	Current	Revised Levy Amount	Franchise Fees	Total
Pavement Management Fund	\$ 1,120,000	\$ -	\$ 1,360,000	\$ 1,360,000
Street Light Fund	\$ 21,000	\$ -	\$ 96,000	\$ 96,000
Pathway and Parking Lot Fund	\$ 255,000	\$ -	\$ 365,000	\$ 365,000
PW Equipment Fund	\$ 235,000	\$ 100,000	\$ 285,000	\$ 385,000
	\$ 1,631,000	\$ 100,000	\$ 2,106,000	\$ 2,206,000
Capital Fund	Current	Additional Levy Amount	Franchise Fees	Total
Police Department Veh & Eqp Fund	\$ 300,000	\$ 225,000	\$ -	\$ 525,000
Fire Department Veh & Eqp Fund	\$ 335,000	\$ 120,000	\$ -	\$ 455,000
Parks Department Veh & Eqp Fund	\$ 202,000	\$ 100,000	\$ -	\$ 302,000
Park Improvement Fund	\$ 785,000	\$ 100,000	\$ -	\$ 885,000
	\$ 1,622,000	\$ 545,000	\$ -	\$ 2,167,000

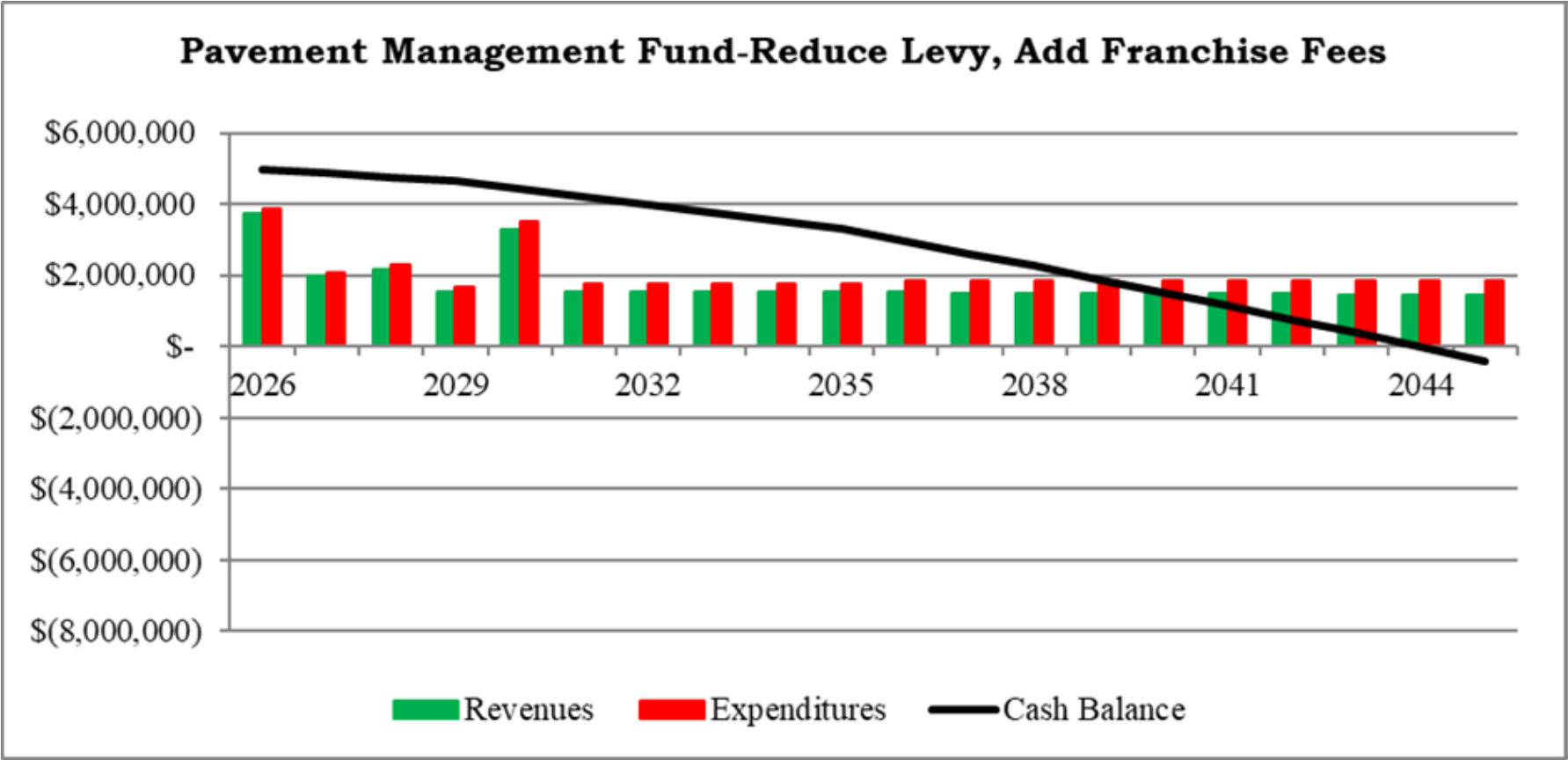
Existing Levy to ROW Capital Funds	\$ 1,631,000
Levy Reallocated to Other Capital Funds	\$ 645,000
Existing Levy Funding Available for Operational Budget	\$ 986,000

2026 City Manager Recommended Budget

Franchise Fees – Impact on Capital Fund Balances

Pavement Management Fund

- Replace \$1.12 million of levy support with \$1.36 million of franchise fees
- Fund goes from being negative in 2036 to being fully funded until 2044

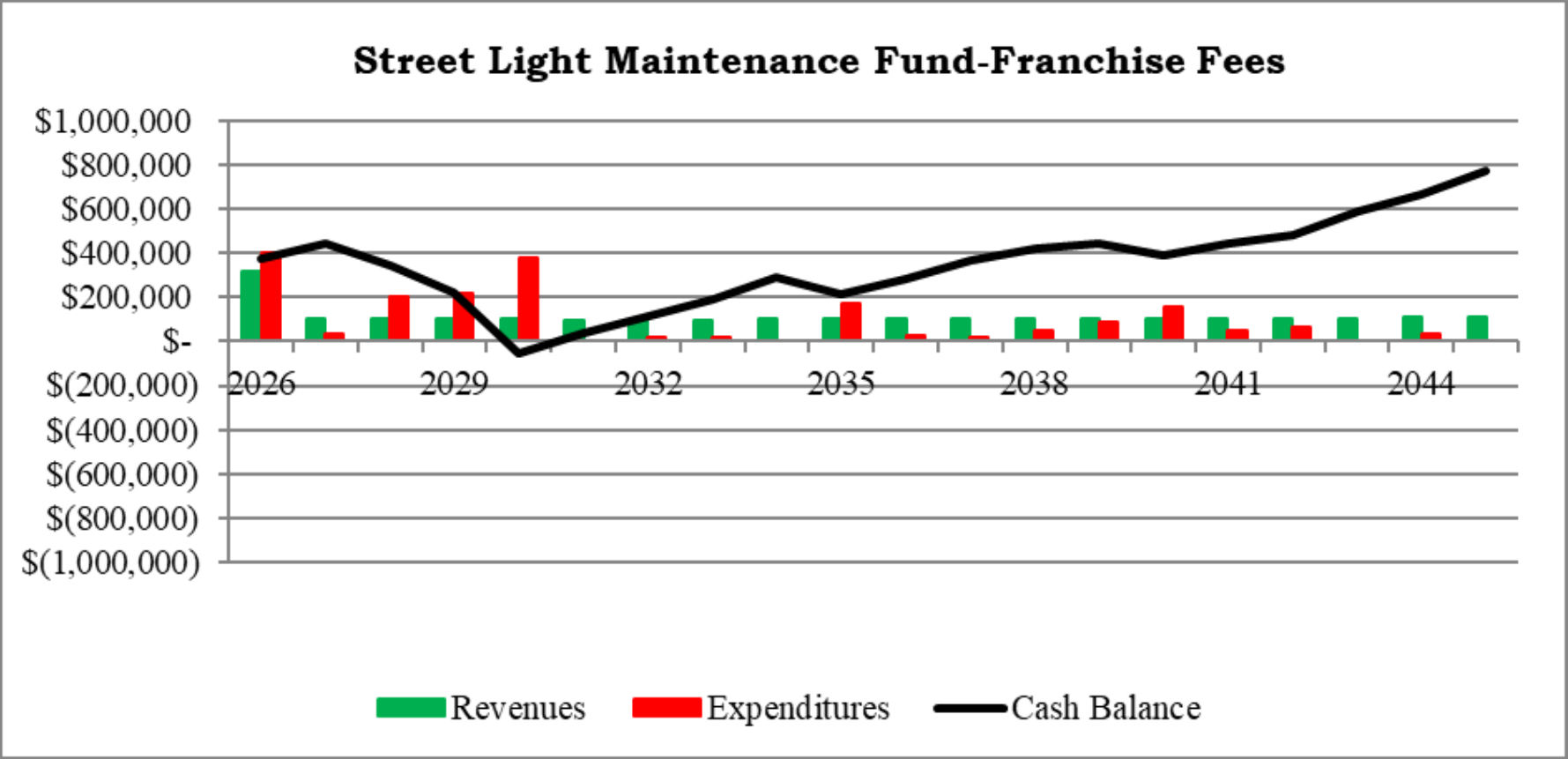


2026 City Manager Recommended Budget

Franchise Fees – Impact on Capital Fund Balances

Street Light Fund

- Replace \$21,000 of levy support with \$96,000 of franchise fees
- Fund goes from being severely negative in 2029 and beyond to being fully funded through 2045, with the exception of a small negative balance in 2029

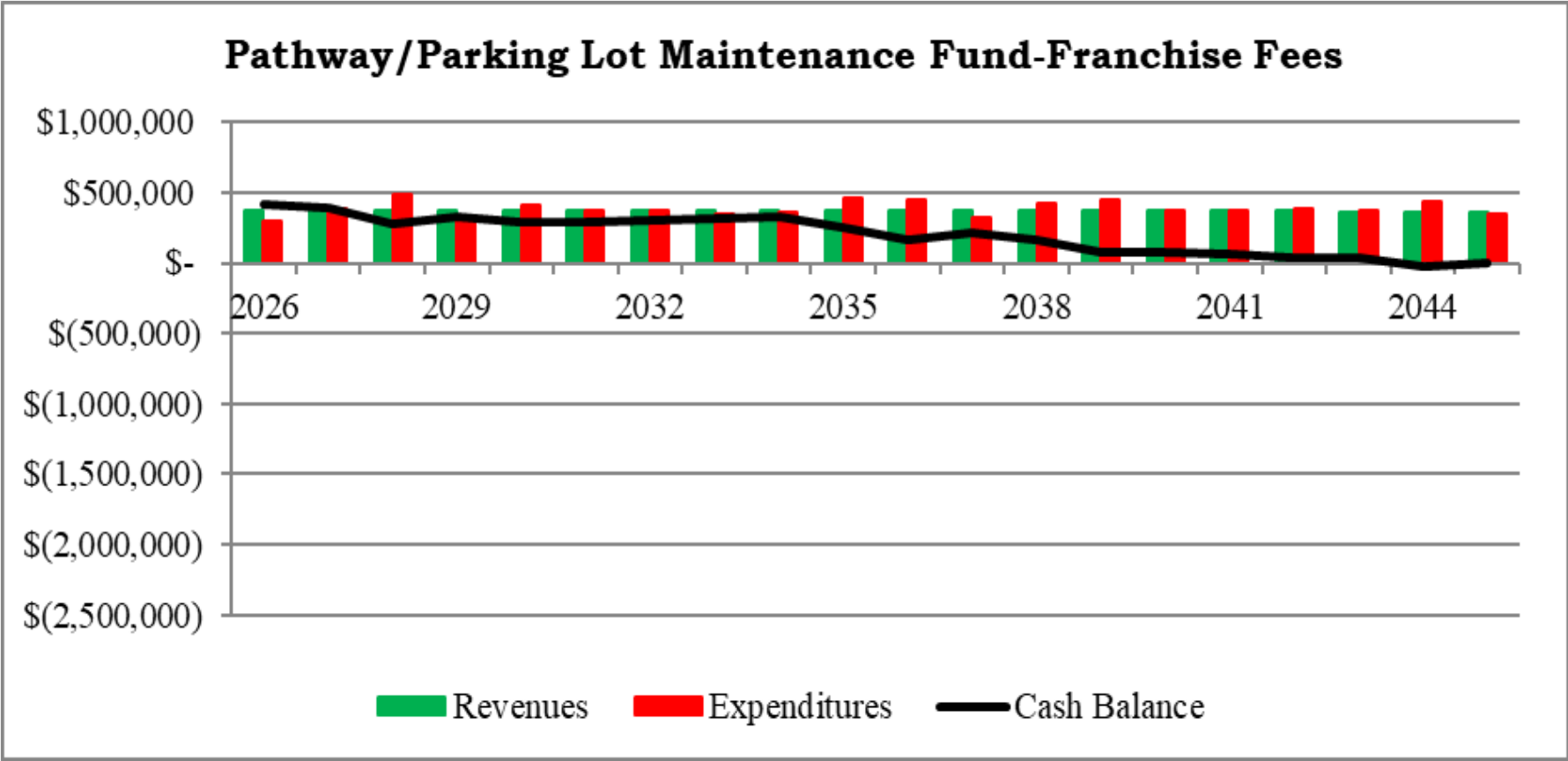


2026 City Manager Recommended Budget

Franchise Fees – Impact on Capital Fund Balances

Pathway and Parking Lot Fund

- Replace \$255,000 of levy support with \$280,000 of franchise fees
- Fund goes from being negative in 2028 to being fully funded through 2045

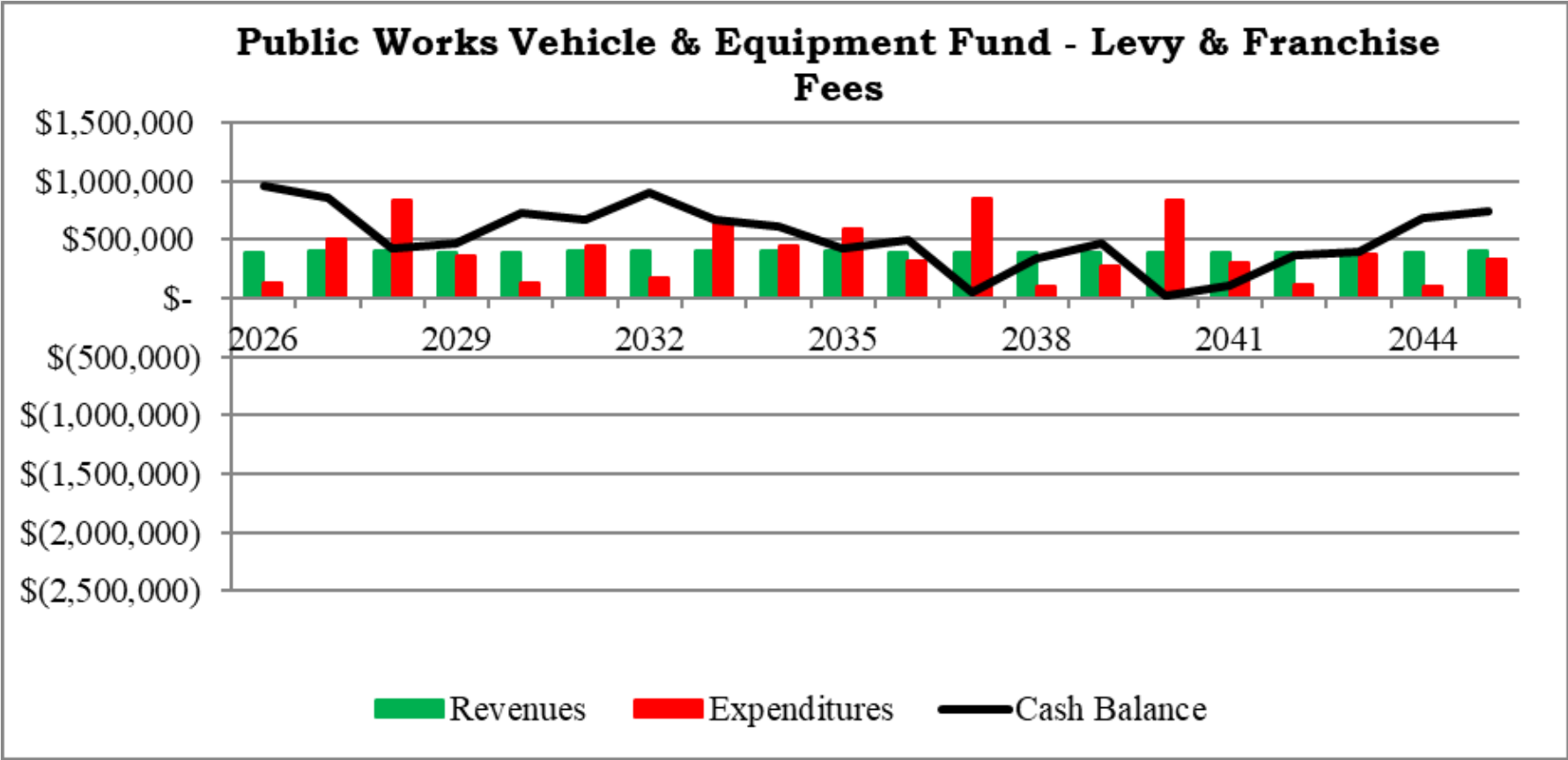


2026 City Manager Recommended Budget

Franchise Fees – Impact on Capital Fund Balances

Public Works Vehicle and Equipment Fund

- Replace \$235,000 of levy support with \$100,000 of levy support and \$285,000 of franchise fees
- Fund goes from being negative in 2028 to being fully funded through 2045

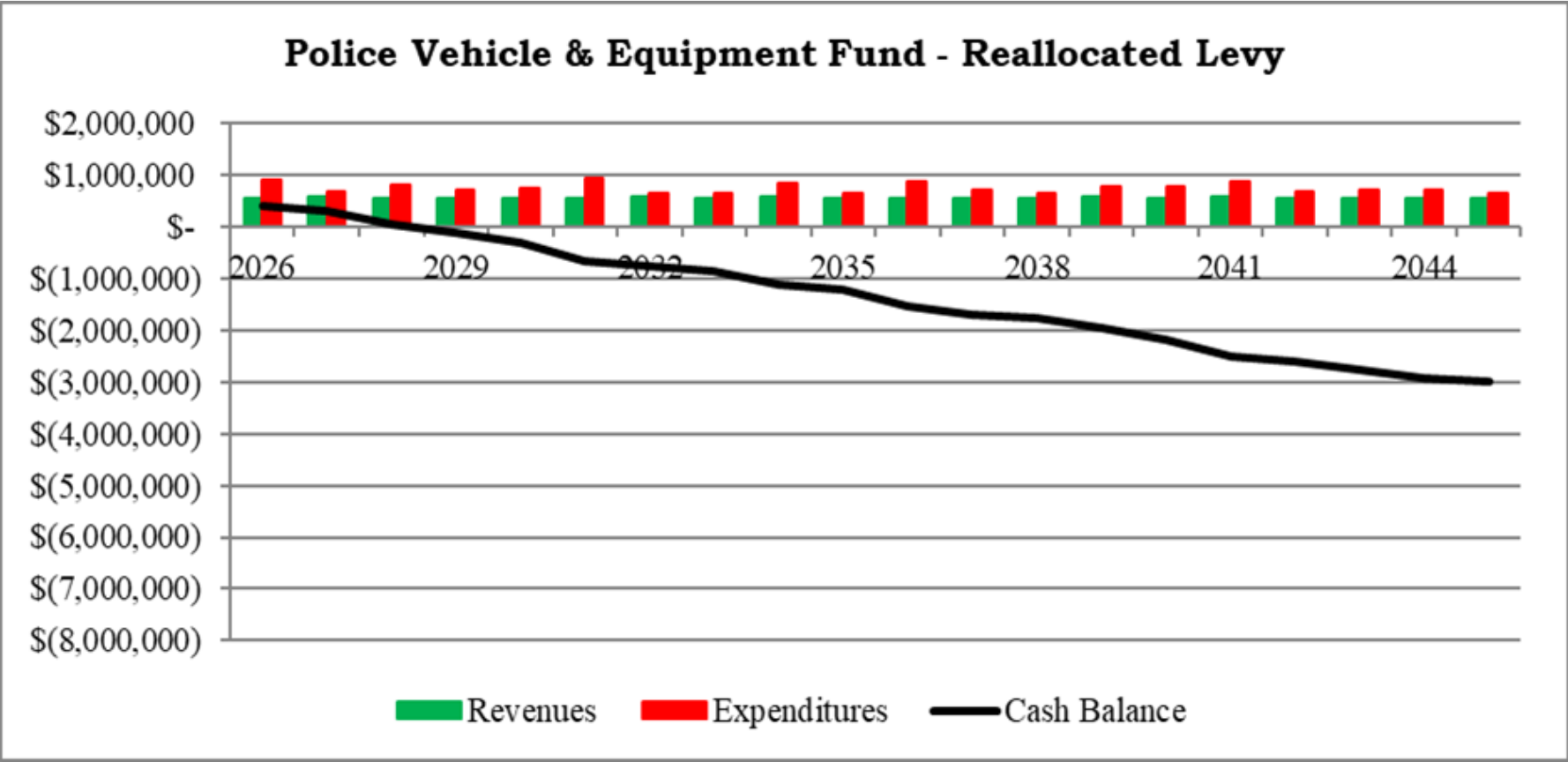


2026 City Manager Recommended Budget

Franchise Fees – Impact on Capital Fund Balances

Police Department Vehicle and Equipment Fund

- Add \$225,000 of reallocated levy to existing levy support of \$300,000 for a total of \$525,000 of levy support
- Fund goes from being negative in 2026 to having a positive balance until 2029

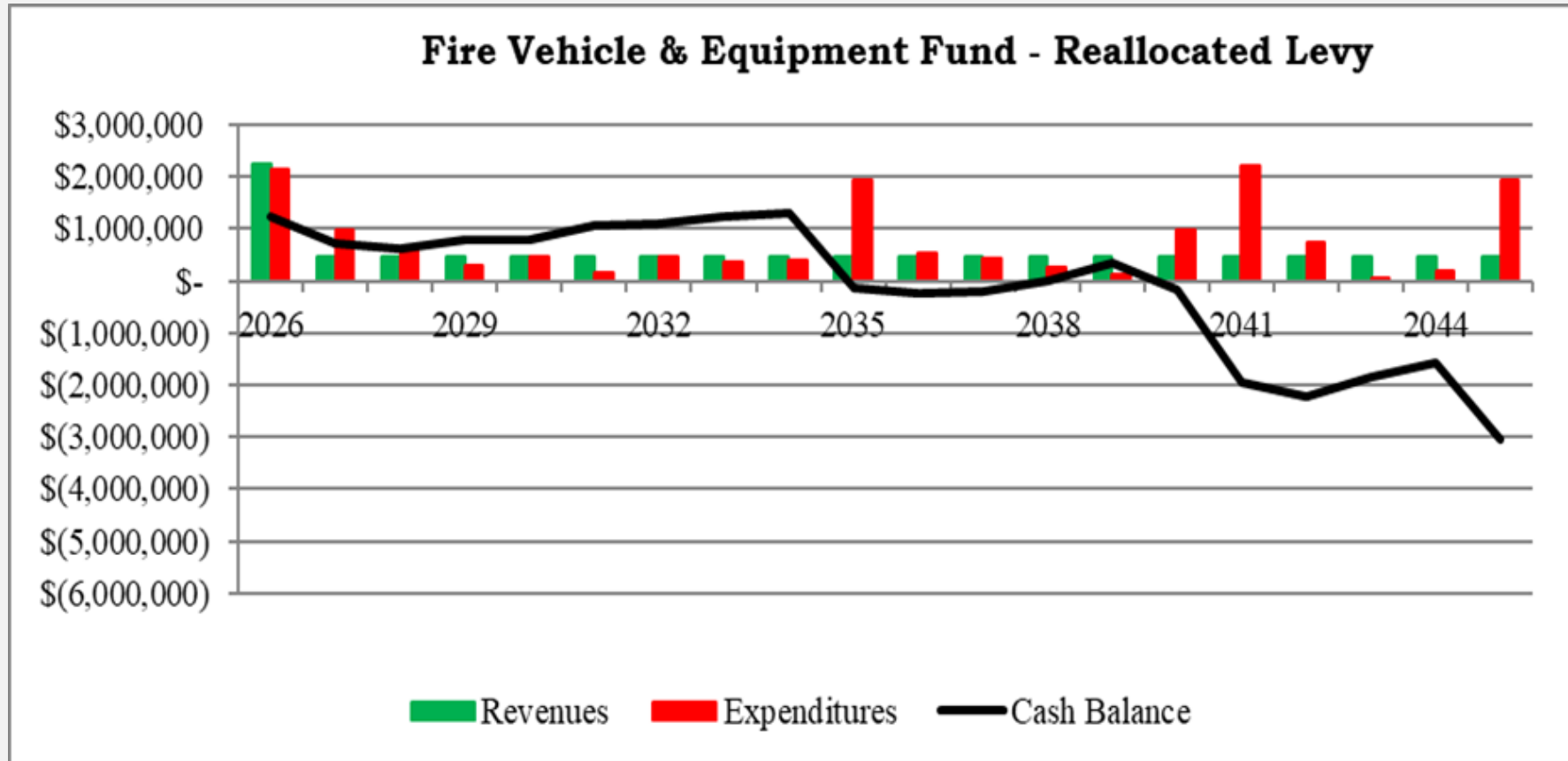


2026 City Manager Recommended Budget

Franchise Fees – Impact on Capital Fund Balances

Fire Department Vehicle and Equipment Fund

- Add \$120,000 of reallocated levy to existing levy support of \$335,000 for a total of \$455,00 of levy support
- Fund goes from being negative in 2035 and beyond to being less negative after 2035

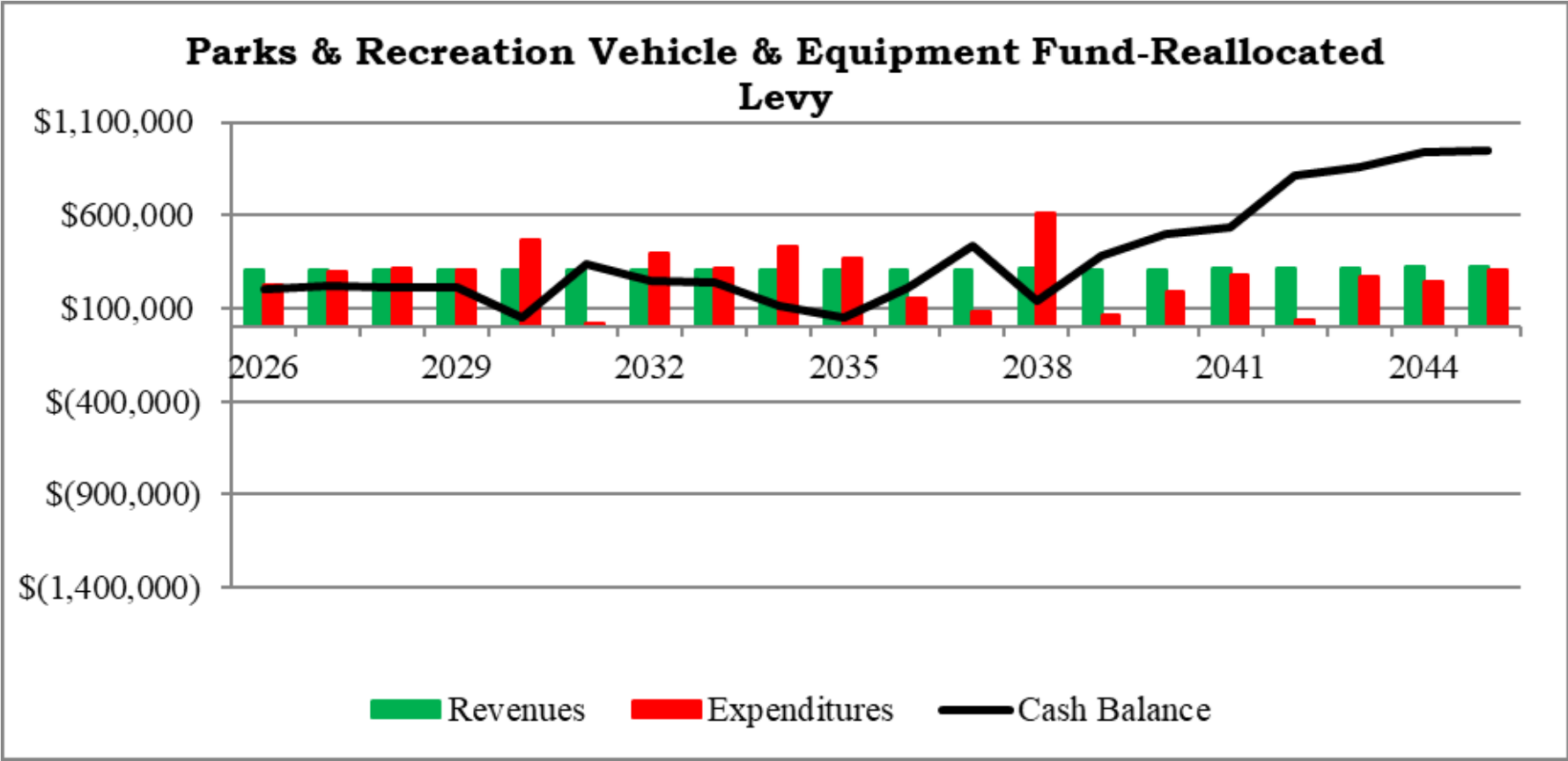


2026 City Manager Recommended Budget

Franchise Fees – Impact on Capital Fund Balances

Parks and Recreation Vehicle and Equipment Fund

- Add \$100,000 of reallocated levy to existing levy support of \$202,000 for a total of \$302,000 of levy support
- Fund goes from being negative in 2028 to being fully funded through 2045

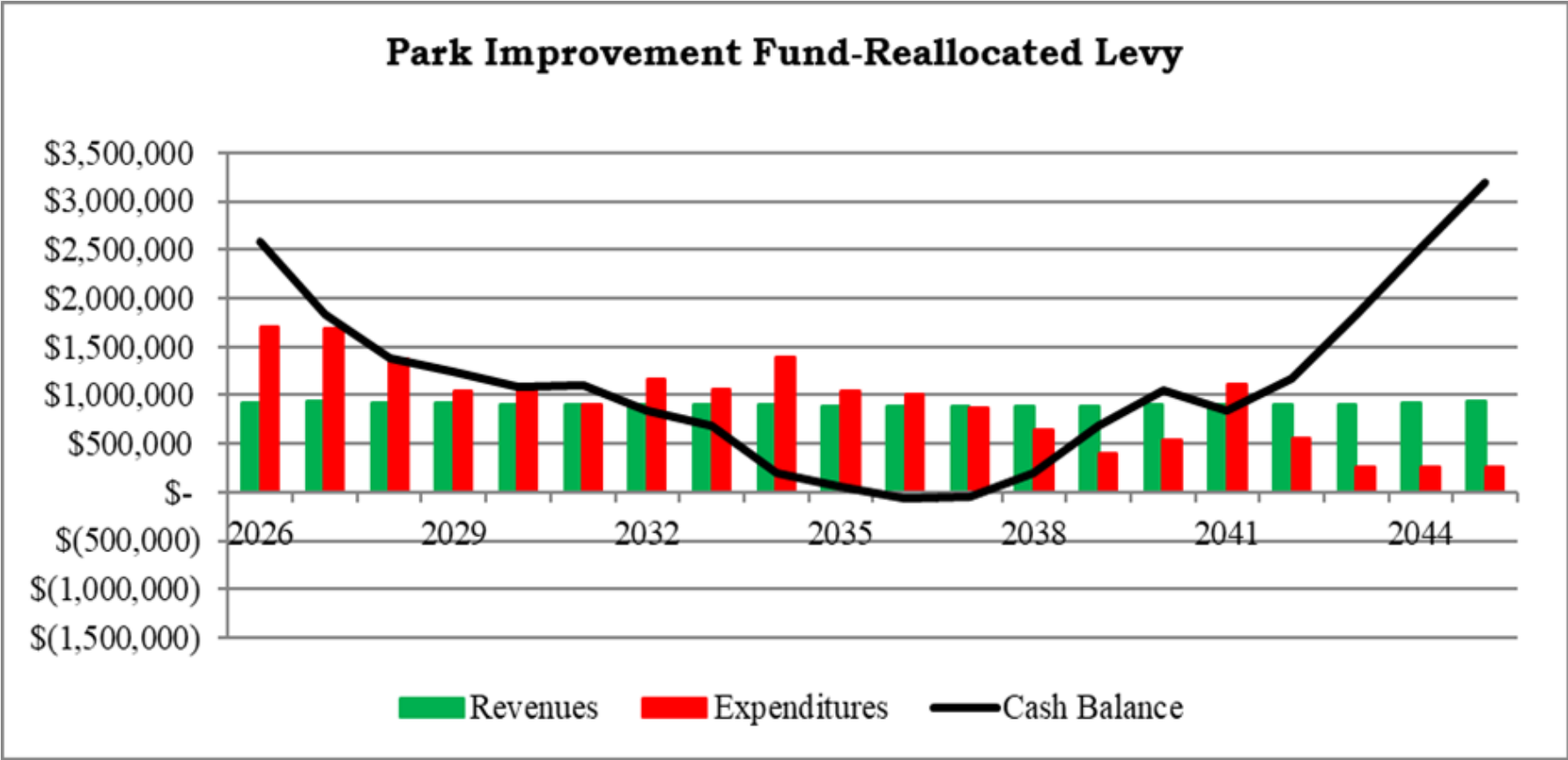


2026 City Manager Recommended Budget

Franchise Fees – Impact on Capital Fund Balances

Park Improvement Fund

- Add \$100,000 of reallocated levy to existing levy support of \$785,000 for a total of \$885,000 of levy support
- Fund goes from being negative in 2033 to being slightly negative in 2036 and 2037 and then being fully funded through 2045



2026 City Manager Recommended Budget

Budget Scenarios

Use of Franchise with Addition of Public Safety Personnel

	Base Budget	Scenario 1	Scenario 2	Scenario 3	Scenario 4
2026 Levy Total	\$ 33,135,726	\$ 33,135,726	\$ 33,135,726	\$ 33,135,726	\$ 33,135,726
Levy Increase	\$ 2,418,267	\$ 2,418,267	\$ 2,418,267	\$ 2,418,267	\$ 2,418,267
ADD					
FD Positions	\$ -	\$ 177,029	\$ 708,115	\$ 177,029	\$ 708,115
PD Positions	\$ -	\$ 836,000	\$ 1,003,000	\$ 836,000	\$ 1,003,000
Reallocate existing levy	\$ -	\$ -		\$ (986,000)	\$ (986,000)
Adjusted Levy Increase	\$ 2,418,267	\$ 3,431,296	\$ 4,129,382	\$ 2,445,296	\$ 3,143,382
Adjusted Levy Amount	\$ 33,135,726	\$ 34,148,755	\$ 34,846,841	\$ 33,162,755	\$ 33,860,841
Levy Increase %	7.87%	11.17%	13.44%	7.96%	10.23%

Base Budget includes Department Head Budget requests after City Manager review, includes using Public Safety Aid. Does not include additional staffing request for Police and Fire Department.

Scenario 1 includes the Base Budget and include funding for additional staffing the Police and Fire Departments. Scenario 1 presumes receiving the SAFER grant and COPS grant to offset personnel costs.

Scenario 2 includes the Base Budget, includes funding for additional staffing the Police and Fire Departments. Scenario 2 presumes **NOT** receiving the SAFER grant and COPS grant to offset personnel costs.

Scenario 3 includes the Base Budget, includes funding for additional staffing the Police and Fire Departments with grant funding supporting a portion of those personnel costs. Scenario 3 utilizes \$986,000 of levy capacity freed up from use of franchise fees to fund capital needs.

Scenario 4 includes the Base Budget, includes funding for additional staffing the the Police and Fire Departments **without** grant funding supporting a portion of those personnel costs. Scenario 4 utilizes \$986,000 of levy capacity freed up from use of franchise fees to fund capital needs.

Future Budgeting Strategy to Cover Costs of Public Safety Personnel

- Imposing a higher franchise fees now or in the future could assist in absorbing some of the levy costs of the public safety personnel in future budget cycles
- For example, \$2.8 million of franchise fees could be collected starting in 2026 and placed in the 4 r-o-w capital funds
- Starting in budget year 2027, some of the franchise fees going towards capital could be shifted to cover operations (i.e. Streets Division) to free up levy capacity to cover the full year of the 15 firefighters.
- In budget years 2028 and 2029, additional franchise fees could be shifted to cover more of the levy costs of the public safety personnel
- Critical to have options for using non-levy funds to replace other levy funds in future budget years in order to mitigate levy increases due to the new public safety personnel

Next Steps

2026 City Manager Recommended Budget

City Budget Next Steps

- September 15 - Receive Finance Commission budget recommendations
- September 22 - Adopt Preliminary City and EDA Tax Levy and Budget
- November 10– Review 2026 Utility Rates and Fee Schedule
- December 1 – Conduct Final Budget Hearing (Truth-in Taxation Hearing)
- December 8– Adopt Final City and EDA Tax Levy and Budget, Utility Rates, and Fee Schedule

2026 City Manager Recommended Budget

City Budget Summary

Attachment 6

- 2026 City Manager Recommended Base Budget
 - \$81,257,257
- Total Proposed City Levy:
 - Base Budget Levy \$33,135,726 (7.87% increase)
 - Base Budget + Public Safety Staffing w/grants: \$34,148,755 (11.17% increase)
 - Base Budget + Public Safety Staffing w/o/ grants: \$334,846,841 (13.44% increase)
 - Base Budget + Public Safety Staffing w/grants & franchise fees: \$33,162,755 (7.96% increase)
 - Base Budget + Public Safety Staffing w/o grants & with franchise fees: \$33,860,841 (10.23% increase)

Base Budget Levy Increase Drivers

Personnel Cost Changes	\$ 1,245,894
Debt Service	\$ 334,753
Supplies and Materials	\$ (50,300)
Utilities	\$ 9,765
Contractual Services	\$ 262,548
Other Changes	\$ 36,414
Revenue and Fund Balance Use Changes	\$ 579,193
	\$ 2,418,267

Q

&

A

Questions?



Online Form Submittal: Contact City Council

From noreply@civicplus.com <noreply@civicplus.com>
Date Fri 8/22/2025 12:01 PM
To *RVCouncil <city.council@cityofroseville.com>; Rebecca Olson <rebecca.olson@cityofroseville.com>; Pat Trudgeon <pat.trudgeon@cityofroseville.com>

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

Contact City Council

Please complete this online form and submit.

Subjectfranchise fees

Contact Information

Name:roger b hess jr

Address:

City:Roseville

State:MN

Zip:55113

This form goes to the Mayor, all Councilmembers and certain City Staff. Due to the volume of emails submitted, a personal reply is not always possible.

How would you prefer to be contacted? Remember to fill in the corresponding contact information.No Reply Necessary

Email Address:

Phone Number:

Please Share Your Comment, Question or Concerncouncilmember,

i say NO to utility franchise fees. if you need another chunk of money from me, i'd rather pay through property taxes, where i can deduct the tax from my income tax, rather than as a fee which i can not deduct. you are already collecting enough

money that can not be deducted from taxes, such as city utility fees and increased sales tax in the city.

plus, collecting via property taxes is much more transparent than all of these fees, and i assume you all are interesting in full transparency.

have a great weekend!

roger
roger hess jr

Unless restricted by law, all correspondence to and from Roseville City government offices, including information submitted through electronic forms such as this one, may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties. Due to Minnesota Open Meetings Law, Councilmembers are not allowed to use the "reply-all" function if it includes other Councilmembers for their response back to the emailer. Any response back to the sender will be just to that individual and will not include other Councilmembers.

Email not displaying correctly? [View it in your browser.](#)



Online Form Submittal: 2026 Roseville Resident Budget Priorities

From noreply@civicplus.com <noreply@civicplus.com>
Date Fri 8/29/2025 1:24 PM
To *RVCouncil <city.council@cityofroseville.com>; Pat Trudgeon <pat.trudgeon@cityofroseville.com>; Corey A. Yunke <corey.yunke@cityofroseville.com>; Shannon Prather <shannon.prather@cityofroseville.com>

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

2026 Roseville Resident Budget Priorities

The City of Roseville believes that those who are affected by a decision have a right to be involved in the decision-making process. In this spirit, City staff and City Council encourage residents to provide feedback and to ask questions throughout the budget process and in advance of the adoption of the 2026 budget.

Contact Information	
First Name	Bryan
Last Name	Donaldson
Address 1	
Address 2	Field not completed.
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
1. In what ways does the preliminary budget align with your priorities for Roseville?	Public safety and parks
2. In what ways does the preliminary budget not align with your priorities for Roseville?	No additional funds for park improvements

What changes would you Option 3
suggest for the 2026 City
Budget?

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

Unless restricted by law, all correspondence to and from Roseville City government offices, including information submitted through electronic forms such as this one, may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties.

Email not displaying correctly? [View it in your browser.](#)



Online Form Submittal: 2026 Roseville Resident Budget Priorities

From noreply@civicplus.com <noreply@civicplus.com>
Date Sat 8/30/2025 5:08 PM
To *RVCouncil <city.council@cityofroseville.com>; Pat Trudgeon <pat.trudgeon@cityofroseville.com>; Corey A. Yunke <corey.yunke@cityofroseville.com>; Shannon Prather <shannon.prather@cityofroseville.com>

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

2026 Roseville Resident Budget Priorities

The City of Roseville believes that those who are affected by a decision have a right to be involved in the decision-making process. In this spirit, City staff and City Council encourage residents to provide feedback and to ask questions throughout the budget process and in advance of the adoption of the 2026 budget.

Contact Information	
First Name	Cynthia
Last Name	Joyce
Address 1	
Address 2	Field not completed.
City	Field not completed.
State	Field not completed.
Zip Code	Field not completed.
Home or Cell Phone Number	
Email Address	
1. In what ways does the preliminary budget align with your priorities for Roseville?	I'd like to see specifically where the city is cutting back? Every family must make sacrifices with their budgets when money is tight. For us that means fewer groceries, cutting out a trip we were going to take, discontinuing some of our TV services, going out to eat only once a month. We do all this so we can pay our monthly bills. What is the city going to give up or scale back on so our taxes don't have to go up?
2. In what ways does the preliminary budget not align	Field not completed.

with your priorities for
Roseville?

What changes would you
suggest for the 2026 City
Budget?

What comes to mind is stop creating more bike paths. They are
not an immediate necessity.

Maybe you can start charging for homes that are not following
codes such as too many cars in the driveway, junk piling up in
front yards, grass not cut, garbage cans not hidden, etc.

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

Unless restricted by law, all correspondence to and from Roseville City government
offices, including information submitted through electronic forms such as this one,
may be public data subject to the Minnesota Data Practices Act and/or may be
disclosed to third parties.

Email not displaying correctly? [View it in your browser.](#)



Online Form Submittal: 2026 Roseville Resident Budget Priorities

From noreply@civicplus.com <noreply@civicplus.com>
Date Sun 8/31/2025 3:26 PM
To *RVCouncil <city.council@cityofroseville.com>; Pat Trudgeon <pat.trudgeon@cityofroseville.com>; Corey A. Yunke <corey.yunke@cityofroseville.com>; Shannon Prather <shannon.prather@cityofroseville.com>

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

2026 Roseville Resident Budget Priorities

The City of Roseville believes that those who are affected by a decision have a right to be involved in the decision-making process. In this spirit, City staff and City Council encourage residents to provide feedback and to ask questions throughout the budget process and in advance of the adoption of the 2026 budget.

Contact Information	
First Name	Nancy
Last Name	Vogelgesang
Address 1	
Address 2	Field not completed.
City	Field not completed.
State	Field not completed.
Zip Code	Field not completed.
Home or Cell Phone Number	
Email Address	
1. In what ways does the preliminary budget align with your priorities for Roseville?	I've been really impressed with the new recycling center and look forward to the construction of the Maintenance Operation Center. Always love the Oval. And our parks are wonderful, despite all the building that's been going on.
2. In what ways does the preliminary budget not align with your priorities for Roseville?	My biggest priority is to be able to continue living in Roseville. Taxes have gone up every year and soon I will be taxed out of the city if it doesn't stop. Ya'll should understand this, but it seems to fall on deaf ears. I understand that it's expensive to run a city. However, Americans are in a situation where it's

getting harder to make ends meet and any peripheral spending needs to be stopped for now. I think that's why a new licensing center was not approved in the last election. Ya'll made a good case for increased space for maintenance, but our license center has worked well in the past and was considered unnecessary right now.

Increasing taxes really hurts seniors and all those on fixed incomes. I'd like to see additional programs to help them. Government has got to quit spending so much. Things are tough right now for a lot of folks.

So, what I ask is that you carefully consider if something is really necessary, or just a nice-to-have. Also, please quit dumping so much money into education. It is clearly not working!

What changes would you suggest for the 2026 City Budget?	Pay attention to spending. Ya'll do a great job with Roseville. It's a beautiful city. If taxes have to go up, please make sure it's for services we all need like EMT, fire and police. Thanks!
--	--

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

Unless restricted by law, all correspondence to and from Roseville City government offices, including information submitted through electronic forms such as this one, may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties.

Email not displaying correctly? [View it in your browser.](#)



Online Form Submittal: Contact City Council

From noreply@civicplus.com <noreply@civicplus.com>
Date Sun 8/31/2025 5:34 PM
To *RVCouncil <city.council@cityofroseville.com>; Rebecca Olson <rebecca.olson@cityofroseville.com>; Pat Trudgeon <pat.trudgeon@cityofroseville.com>

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

Contact City Council

Please complete this online form and submit.

Subject	Concerns regarding 2026 Budget Proposals
Contact Information	
Name:	Sue Van Zanden
Address:	
City:	Roseville
State:	MN
Zip:	55113
This form goes to the Mayor, all Councilmembers and certain City Staff. Due to the volume of emails submitted, a personal reply is not always possible.	
How would you prefer to be contacted? Remember to fill in the corresponding contact information.	Email
Email Address:	
Phone Number:	
Please Share Your Comment, Question or Concern	Dear Members of the Council, I have become aware of the urgent staffing needs within our Police and Fire/EMS Depts. It is reassuring that these are being considered in at least two of the proposals.

Mr. Trudgeon, it is helpful transparency by presenting three options of what it means in costs for both city operations and residents.

In looking at the three Options City Manager Trudgeon has presented, # 3 using Franchise Fees seems to be the most viable approach. It disperses costs to residents, as well as covering ongoing obligations. Most importantly, it provides our city with emergency services to meet the growing needs.

Significant consideration of the impact our police and fire/EMS Departments make on the quality of life in Roseville cannot be ignored by you who make the allocations. We have been extremely fortunate to have had the excellent service of both for many years. Respect and support needs to be given to those who are out there every day keeping our city safe. In addition, our neighborhoods, schools, places of worship, and shopping areas need to be safe.

I struggle hearing that fire personnel would not come on staff until almost a year from now!

What will be happening in the meantime? The needs are not going to diminish...and could very well escalate.

I support getting at least some additional FD personnel SOON after Jan. 1, not in Sept. 2026.

Thank you for your attention,
Sue Van Zanden

Unless restricted by law, all correspondence to and from Roseville City government offices, including information submitted through electronic forms such as this one, may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties. Due to Minnesota Open Meetings Law, Councilmembers are not allowed to use the "reply-all" function if it includes other Councilmembers for their response back to the emailer. Any response back to the sender will be just to that individual and will not include other Councilmembers.

Email not displaying correctly? [View it in your browser.](#)



Online Form Submittal: 2026 Roseville Resident Budget Priorities

From noreply@civicplus.com <noreply@civicplus.com>
Date Fri 9/5/2025 7:31 AM
To *RVCouncil <city.council@cityofroseville.com>; Pat Trudgeon <pat.trudgeon@cityofroseville.com>; Corey A. Yunke <corey.yunke@cityofroseville.com>; Shannon Prather <shannon.prather@cityofroseville.com>

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

2026 Roseville Resident Budget Priorities

The City of Roseville believes that those who are affected by a decision have a right to be involved in the decision-making process. In this spirit, City staff and City Council encourage residents to provide feedback and to ask questions throughout the budget process and in advance of the adoption of the 2026 budget.

Contact Information	
First Name	Kayla
Last Name	Brinkman Theimer
Address 1	
Address 2	Field not completed.
City	Roseville
State	Field not completed.
Zip Code	Field not completed.
Home or Cell Phone Number	
Email Address	

1. In what ways does the preliminary budget align with your priorities for Roseville?	I am in favor of Option 3/the utility fee to stabilize and secure funds in those 4 critical areas. A city that doesn't have capacity to respond to emergency calls or that doesn't have equipment to do snow and other maintenance are problems I've experienced in other places and it begins a slow creep of decline in a city. I don't want to see that happen in Roseville, I've appreciated how reliable many of its services are (so reliable, you don't really think about it because it isn't a problem--which is a good thing!) It's worth the increase and will
---	---

continue to make Roseville a destination city for relocation, business and leisure time.

2. In what ways does the preliminary budget not align with your priorities for Roseville?	Obviously costs are rising for families in all areas of life so increased costs in utility bills isn't ideal for all families. I know social support sources are being cut at state and federal levels. However, for our personal family situation can manage this increase.
---	--

What changes would you suggest for the 2026 City Budget?	Appreciate ongoing partnership to support business growth and ongoing support for children and seniors.
--	---

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

Unless restricted by law, all correspondence to and from Roseville City government offices, including information submitted through electronic forms such as this one, may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties.

Email not displaying correctly? [View it in your browser.](#)



Online Form Submittal: 2026 Roseville Resident Budget Priorities

From noreply@civicplus.com <noreply@civicplus.com>
Date Tue 9/9/2025 11:00 AM
To *RVCouncil <city.council@cityofroseville.com>; Pat Trudgeon <pat.trudgeon@cityofroseville.com>; Corey A. Yunke <corey.yunke@cityofroseville.com>; Shannon Prather <shannon.prather@cityofroseville.com>

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

2026 Roseville Resident Budget Priorities

The City of Roseville believes that those who are affected by a decision have a right to be involved in the decision-making process. In this spirit, City staff and City Council encourage residents to provide feedback and to ask questions throughout the budget process and in advance of the adoption of the 2026 budget.

Contact Information	
First Name	roger
Last Name	hess jr
Address 1	
Address 2	Field not completed.
City	roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
1. In what ways does the preliminary budget align with your priorities for Roseville?	provides for basic city services
2. In what ways does the preliminary budget not align with your priorities for Roseville?	when the city forcibly takes money from property owners, the property owners should at least be able to deduct this money from their income taxes and possibly use the amount to receive property tax rebates. taking money through a franchise fee makes this impossible, increasing further the property owners tax burden. "man up" (sorry female members of the council),

and if you need to raise property taxes, do that - don't be sneaky and take money through XCEL bills.

why does the city take over \$100,000 away from charitable gambling organizations? i could see the city taking enough to cover any actual expenses, but the city's expenses can not be over \$100,000! let the charities keep their hard earned money, to be used as it is intended!

What changes would you suggest for the 2026 City Budget?

there seems to be a lot of padding in the budget, as usual - get rid of it and charge taxpayers what the city actually needs!

according to state law, the fees the city charges are suppose to be based on actual city costs - let us see how city fees are calculated!!!

when a gallon of water leaves the city's water tower, no one knows if it will end up in a residential or commercial property, so the variable rates for all users should be the same. this goes for variable sanitary sewer rates, too! if the cost is the same, the rates should be the same!

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

Unless restricted by law, all correspondence to and from Roseville City government offices, including information submitted through electronic forms such as this one, may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties.

Email not displaying correctly? [View it in your browser.](#)



Online Form Submittal: 2026 Roseville Resident Budget Priorities

From noreply@civicplus.com <noreply@civicplus.com>
Date Sat 9/13/2025 5:30 PM
To *RVCouncil <city.council@cityofroseville.com>; Pat Trudgeon <pat.trudgeon@cityofroseville.com>; Corey A. Yunke <corey.yunke@cityofroseville.com>; Shannon Prather <shannon.prather@cityofroseville.com>

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

2026 Roseville Resident Budget Priorities

The City of Roseville believes that those who are affected by a decision have a right to be involved in the decision-making process. In this spirit, City staff and City Council encourage residents to provide feedback and to ask questions throughout the budget process and in advance of the adoption of the 2026 budget.

Contact Information	
First Name	Allison
Last Name	Jensen
Address 1	
Address 2	Field not completed.
City	Field not completed.
State	Field not completed.
Zip Code	Field not completed.
Home or Cell Phone Number	
Email Address	
1. In what ways does the preliminary budget align with your priorities for Roseville?	Of the three options, I appreciate the thoughtfulness of #3, keeping future needs of Roseville's residents in mind. I would like more information, however, on the need for more police officers and firefighters. Are there comparisons with other cities of our size and their public safety programs?

2. In what ways does the preliminary budget not align with your priorities for Roseville?	I know we have a focus on climate equity and addressing climate change: I would like to have that be a continuing part of our budgeting process and our decision-making in Roseville.
---	---

What changes would you suggest for the 2026 City Budget?	<i>Field not completed.</i>
--	-----------------------------

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

Unless restricted by law, all correspondence to and from Roseville City government offices, including information submitted through electronic forms such as this one, may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties.

Email not displaying correctly? [View it in your browser.](#)



Online Form Submittal: Contact City Council

From noreply@civicplus.com <noreply@civicplus.com>
Date Tue 9/16/2025 8:55 AM
To *RVCouncil <city.council@cityofroseville.com>; Rebecca Olson <rebecca.olson@cityofroseville.com>; Pat Trudgeon <pat.trudgeon@cityofroseville.com>

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

Contact City Council

Please complete this online form and submit.

Subject	Franchise fees
Contact Information	
Name:	Cynthia White
Address:	
City:	Roseville
State:	MN
Zip:	55113
This form goes to the Mayor, all Councilmembers and certain City Staff. Due to the volume of emails submitted, a personal reply is not always possible.	
How would you prefer to be contacted? Remember to fill in the corresponding contact information.	Email
Email Address:	
Phone Number:	Field not completed.
Please Share Your Comment, Question or Concern	I see multiple reasons to support, or not support, franchise fees. As my mother would say, just because almost everyone else is doing it, does not make it right.

a well-reasoned summary for your decision. (Since I assume you are going ahead with it.)

I also did a little research into the process for adoption of franchise fees, and use of those fees. I am confident someone on the City staff has done the same. Given that there is a bit of time to request the fee be added and when it starts, if the fee is adopted, I assume it will not show up on utility bills until after the January or even February billing? And, it appears that payment to the City is every quarter, and I assume the City finance collection and reporting mechanisms/software will be updated to reflect that payment?

Unless restricted by law, all correspondence to and from Roseville City government offices, including information submitted through electronic forms such as this one, may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties. Due to Minnesota Open Meetings Law, Councilmembers are not allowed to use the "reply-all" function if it includes other Councilmembers for their response back to the emailer. Any response back to the sender will be just to that individual and will not include other Councilmembers.

Email not displaying correctly? [View it in your browser.](#)



Online Form Submittal: Contact City Council

From noreply@civicplus.com <noreply@civicplus.com>
Date Tue 9/16/2025 10:32 AM
To *RVCouncil <city.council@cityofroseville.com>; Rebecca Olson <rebecca.olson@cityofroseville.com>; Pat Trudgeon <pat.trudgeon@cityofroseville.com>

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

Contact City Council

Please complete this online form and submit.

Subject CIP

Contact Information

Name: Cynthia White

Address: [REDACTED]

City: Roseville

State: MN

Zip: 55113

This form goes to the Mayor, all Councilmembers and certain City Staff. Due to the volume of emails submitted, a personal reply is not always possible.

How would you prefer to be contacted? Remember to fill in the corresponding contact information. Email

Email Address: [REDACTED]

Phone Number: Field not completed.

Please Share Your Comment, Question or Concern

Matt asked about the 20 year outlook for CIP.

When I started attending City Council meetings (almost every one) in 2008, I became especially interested in the budget process. I saved every CIP, and then would compare them year to year. I did this for about 8 years. Every so often, I'd ask the

responsible department why something had been taken off, or added. I learned a lot. I suspect that a 10 year horizon might be enough, but honestly there are some things that really need foresight beyond that to see how the products change (e.g. electric fire engine) and to see how receptive the City is.

That said, given AI tools these days, I bet an analysis could easily be done of the data in the CIP year to year to more easily spot differences and ask pertinent questions.

Unless restricted by law, all correspondence to and from Roseville City government offices, including information submitted through electronic forms such as this one, may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties. Due to Minnesota Open Meetings Law, Councilmembers are not allowed to use the "reply-all" function if it includes other Councilmembers for their response back to the emailer. Any response back to the sender will be just to that individual and will not include other Councilmembers.

Email not displaying correctly? [View it in your browser.](#)



2026 City Budget proposal

From Susan Shepperd [REDACTED]
Date Fri 9/19/2025 9:58 AM
To *RVCouncil <city.council@cityofroseville.com>

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.

Hi,
This is Susan Shepperd. My address [REDACTED], Roseville, MN

I hope you will take to heart what Patrick Trudgeon said when presenting the three different scenarios for 2026: "we know our community members are under financial strain. We know property taxes are real dollars that have real consequences on household budgets." Please do not just pretend to listen to taxpayers' concerns and then go ahead and pass the big increase anyway.

The primary function of municipal governments is to provide for public safety and infrastructure. Everything else is extra. Yet, any time there is not enough money, city officials turn first to downsizing the police force and fire department, never any of the other departments. I am beginning to think this is scare tactic local governments use to get residents to agree to ever increasing budgets.

It is high time to think of the other things that can be cut or eliminated instead of just raising property taxes year after year after year. Downsize other department, eliminate a position or two in all the other departments. The private sector downsizes all the time. Do we really need a DEI department? Isn't Roseville already fair in its hiring practices? Other city staff should take a pay cut or at least not get a raise this budget period.

Perhaps it's time to find new vendors. For example, I could not believe the prices of the trees and shrubbery that were planted in Sunset Park (the price tags were still on them). You could have bought them for a fourth of the price at Costco. Public works or Parks and Rec employees could have planted them. And speaking of Costco, if you don't yet have one, get a Costco membership. You'll save a boatload on supplies you need for your offices and buildings.

The city voters just passed the local sales tax, and now you want yet more. We are not sources of endless amounts of money. Because of ever increasing costs, we might be entering an era where government needs to scale back to the basics of public safety and infrastructure, where it needs to distinguish between what is necessary and what is simply an amenity.

Lastly, please keep in mind the city is not the only entity asking for more: Ramsey County wants to increase taxes by 11-12%. I haven't yet seen what the school district is going to ask for.

Sincerely,
Susan Shepperd

From: noreply@civicplus.com
To: *RVCouncil; Rebecca Olson; Pat Trudgeon
Subject: Online Form Submittal: Contact City Council
Date: Sunday, September 21, 2025 6:18:40 PM

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

Contact City Council

Please complete this online form and submit.

Subject 2026 Budget Proposals

Contact Information

Name: Susan Van Zanden

Address:

City: Roseville

State: MN

Zip: 55113

This form goes to the Mayor, all Councilmembers and certain City Staff. Due to the volume of emails submitted, a personal reply is not always possible.

How would you prefer to be contacted?
Remember to fill in the corresponding contact information.

Email

Email Address:

Phone Number:

Please Share Your Comment, Question or Concern

Greetings,
I am writing in support of all you are doing to create, coordinate, and select the best 2026 budget proposal for the City of Roseville. It is a daunting procedure and takes cooperation and diligence on the part of each of you.
Foremost in my concerns is the viability and maximum capabilities of our Police and Fire Personnel to serve our residents in a comprehensive and inclusive way. They save lives, they keep peace, they negotiate problems, and they do an amazing job interacting with the community.

We NEED them to work in conditions and stability that respect their wellbeing. It is your responsibility to allocate the funding for this to happen.

I support the franchise fees if this is the best way to cover the RPD and the RFD as well as the other city structures that need to be supported. If many surrounding communities are doing this, and Roseville has in the past, why is there hesitation now? I, for one, as a middle class fixed income household, am willing to pay the taxes needed to have a safe and desirable city to live in.

I ask you to move forward in good conscience as you propose our 2026 Budget.

Sincerely,
Sue Van Zanden

Unless restricted by law, all correspondence to and from Roseville City government offices, including information submitted through electronic forms such as this one, may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties. Due to Minnesota Open Meetings Law, Councilmembers are not allowed to use the "reply-all" function if it includes other Councilmembers for their response back to the emailer. Any response back to the sender will be just to that individual and will not include other Councilmembers.

Email not displaying correctly? [View it in your browser.](#)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/22/2025

Item No.: 12.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	\$376,033.55
113585 – 113706	\$379,208.91
Total	\$755,242.46

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

39

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	3,504.00	5044
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	219.00	5044
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	584.00	5044
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	73.00	5044
100-00-00-210600	Union Dues Deduction	Local Union 49	Remittance Check	1,015.00	113630
100-00-00-210600	Union Dues Deduction	Roseville Firefighters Loc	Remittance Check	2,497.75	5064
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	1,686.19	5039
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	2,997.00	5039
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	150.00	5039
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	534.17	5039
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	5,367.00	5039
100-00-00-211101	Mission SQ Roth	Mission Square	Remittance Check	350.00	5039
100-00-00-211202	HRA Employer	ING ReliaStar	Remittance Check	9,385.00	5054
Total Department 00-00 GENERAL				28,362.11	
Department: 02-00 ADMINISTRATION					
100-02-00-420000	Office Supplies	Innovative Office Solution	JULY INNOVATIVE OFFICE SUPPLIES	90.14	5047
100-02-00-420000	Office Supplies	Innovative Office Solution	AUGUST INNOVATIVE OFFICE SUPPLIES	57.73	5047
100-02-00-430099	Drug Testing	Vault Health	ANDOM DRUG AND ALCOHOL TEST	101.84	113660
100-02-00-448000	Miscellaneous	IRS EFTPS- Non Bank	2024 PCORI FEES	1,148.57	5129
100-02-00-448000	Miscellaneous	NATIONAL COMPUTER TECHNOLO	SEPTEMBER TEAMS TRAINING	1,600.00	5020
Total Department 02-00 ADMINISTRATION				2,998.28	
Department: 04-00 FINANCE					
100-04-00-420000	Office Supplies	Innovative Office Solution	JULY INNOVATIVE OFFICE SUPPLIES	8.60	5047
100-04-00-430000	Professional Services	Metropolitan Courier Corp.	AUGUST 2025 SERVICE CHARGE	781.39	113656
Total Department 04-00 FINANCE				789.99	
Department: 08-00 CENTRAL SERVICES					
100-08-00-424000	Operating Supplies	ARAMARK REFRESHMENT	SERVIC COFFEE	519.72	113612
100-08-00-424000	Operating Supplies	ARAMARK REFRESHMENT	SERVIC COFFEE	470.92	113612
100-08-00-424000	Operating Supplies	ARAMARK REFRESHMENT	SERVIC COFFEE	249.14	113612
100-08-00-424000	Operating Supplies	ARAMARK REFRESHMENT	SERVIC COFFEE/FILTERS	382.83	113612
100-08-00-424000	Operating Supplies	ARAMARK REFRESHMENT	SERVIC WATER FILTER	160.94	113612
100-08-00-424000	Operating Supplies	ARAMARK REFRESHMENT	SERVIC WATER BLOCK	50.00	113612
100-08-00-424000	Operating Supplies	ARAMARK REFRESHMENT	SERVIC COFFEE	273.54	113591
100-08-00-424000	Operating Supplies	Innovative Office Solution	JULY INNOVATIVE OFFICE SUPPLIES	732.58	5047
Total Department 08-00 CENTRAL SERVICES				2,839.67	
Department: 10-00 POLICE DEPARTMENT					
100-10-00-420000	Office Supplies	Greenhaven Printing	CRIME VICTIM CARDS (1000)	268.54	5050
100-10-00-420000	Office Supplies	Innovative Office Solution	JULY INNOVATIVE OFFICE SUPPLIES	739.57	5047
100-10-00-420000	Office Supplies	Innovative Office Solution	AUGUST INNOVATIVE OFFICE SUPPLIES	118.40	5047
100-10-00-422000	Clothing	Corporate Mark, Inc.	UNIFORM - HANSEN	269.00	113644
100-10-00-422000	Clothing	Galls, LLC	OFFICER AND SGT BADGES	1,317.29	5048
100-10-00-422000	Clothing	J & K Custom Designs, LLC	UNIF SHIRTS - THORSON, RUTH, VON FANG	58.00	113675
100-10-00-422000	Clothing	SMITH & WARREN	ARTWORK FOR NEW BADGES (STATE SEAL UP	5,000.00	113621
100-10-00-422000	Clothing	STREICHER'S	NEW HIRE UNIF QUAAS	49.99	5046
100-10-00-422000	Clothing	STREICHER'S	NEW HIRE UNIF BELL	99.98	5046
100-10-00-422000	Clothing	STREICHER'S	NEW HIRE VEST MALCOLM	47.96	5046
100-10-00-422000	Clothing	STREICHER'S	NEW HIRE UNIF MALCOLM	142.98	5046
100-10-00-422000	Clothing	STREICHER'S	NEW HIRE VEST PATCH - ZEIGLER	43.98	5046
100-10-00-422000	Clothing	STREICHER'S	NEW HIRE UNIF - QUAAS	194.97	5023

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 10-00 POLICE DEPARTMENT					
100-10-00-423000	Vehicle Supplies & Mainten	Advanced Graphix, Inc.	FOR GRAPHICS AND APPLICATION ON SQUAD	963.50	5059
100-10-00-423000	Vehicle Supplies & Mainten	Advanced Graphix, Inc.	GRAPHICS REMOVAL CHARGE FOR 2019 DODG	150.00	5059
100-10-00-430000	Professional Services	J & K Custom Designs, LLC	"FIREARM UNIT" ENGRAVING	30.00	113675
100-10-00-430000	Professional Services	Language Line Services	TRANSLATION SERVICES	716.26	113646
100-10-00-430000	Professional Services	Masa Consulting, Inc.	MENTAL HEALTH SUPPORT SERVICES - AUGU	3,400.00	5058
100-10-00-430000	Professional Services	University of Minnesota Ve	K9 VET CARE MEDS	28.32	113647
100-10-00-431000	Telephone	Verizon	MONTHLY DATA CHARGES	1,080.27	113667
100-10-00-431000	Telephone	Verizon	DATA JULY 27 - AUGUST 26 - ACC#487223	40.01	113668
100-10-00-431000	Telephone	Verizon	DATA SERVICES JULY	1,080.27	113667
100-10-00-431000	Telephone	Verizon	PHONE SERVICE JULY	4,352.55	113667
100-10-00-437000	Contract Maint. - Vehicles	EMERGENCY AUTOMOTIVE TECH	REPAIRS TO DRAWS AND MAP LIGHTS #2506	300.00	5037
100-10-00-437000	Contract Maint. - Vehicles	EMERGENCY AUTOMOTIVE TECH	REPAIR MIC UNIT #2203	75.00	5037
100-10-00-437000	Contract Maint. - Vehicles	EMERGENCY AUTOMOTIVE TECH	REPAIRING SGT JOHNSON'S TAKE HOME VEH	507.75	5037
100-10-00-437000	Contract Maint. - Vehicles	EMERGENCY AUTOMOTIVE TECH	ADJUST TONNEAU RAIN COVER OF F150	167.25	5037
100-10-00-437000	Contract Maint. - Vehicles	Ramsey County	FLEET SUPPORT - JULY	530.40	113653
100-10-00-437000	Contract Maint. - Vehicles	TWIN CITIES AUTO GLASS	FRONT GLASS REPLACEMENT ON SQUAD 2504	611.82	113689
100-10-00-437000	Contract Maint. - Vehicles	Wayne Val Autobody	FRONT END REPAIRS TO 2022 DODGE DURAN	2,536.50	113677
100-10-00-439000	CONTRACT MAINTENANCE	Axon Enterprise, Inc.	ADD SQUAD CAMERA TO CONTRACT	1,310.02	113661
100-10-00-439000	CONTRACT MAINTENANCE	Cellebrite, Inc.	EXTRACTION AND ANALYZER ANNUAL RENEWA	7,350.00	113654
100-10-00-439000	CONTRACT MAINTENANCE	ConfiTrek Inc.	TRAINING SOFTWARE ANNUAL FEE	6,072.00	113679
100-10-00-439000	CONTRACT MAINTENANCE	Thomson Reuters	MONTHLY SUBSCRIPTION CLEAR INV SOFTWA	1,367.10	113636
100-10-00-441000	Training	Dakota County Technical Co	EVOC INSTR TRAINING - JONES	1,500.00	113650
100-10-00-441000	Training	Dakota County Technical Co	EVOC INSTR TRAINING TORAN	1,500.00	113650
100-10-00-441000	Training	STREICHER'S	PEPPERBALL TRAINING PROJECTILES	324.00	5046
100-10-00-443500	Minor Equipment	Intoximeters, Inc.	PBT SUPPLIES AND MOUTHPIECES	661.00	5040
Total Department 10-00 POLICE DEPARTMENT				45,004.68	
Department: 13-00 FIRE DEPARTMENT					
100-13-00-422000	Clothing	Aspen Mills Inc.	CHURCHILL	115.90	113629
100-13-00-423000	Vehicle Supplies & Mainten	Henry Schein, Inc.	CERVICAL COLLAR	36.90	113670
100-13-00-430000	Professional Services	Masa Consulting, Inc.	AUG	2,100.00	5058
100-13-00-437000	Contract Maint. - Vehicles	Circle K Stores Inc.	AUG CAR WASHES	143.00	113676
100-13-00-437000	Contract Maint. - Vehicles	ROSENBAUER MINNESOTA, LLC	AC & LIGHT REPAIR AND LADDER TESTING	2,956.70	113627
100-13-00-439000	CONTRACT MAINTENANCE	COMCAST FINANCIAL AGENCY C	JUL AND AUG	470.58	5068
100-13-00-439000	CONTRACT MAINTENANCE	Muska Electric Co	LOCKERROOM LIGHTS	649.13	5042
100-13-00-439000	CONTRACT MAINTENANCE	TK Elevator Corp.	5 BRONZE - OIL & GREASE	483.75	113657
100-13-00-441000	Training	MN Fire Service Certificat	ERICKSON INVESTIGATOR TEST	295.50	5025
100-13-00-448000	Miscellaneous	FEMA - NON BANK	RETURN OF SAFER GRANT FUNDS	3,605.74	5130
Total Department 13-00 FIRE DEPARTMENT				10,857.20	
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
100-20-20-420000	Office Supplies	Innovative Office Solution	JULY INNOVATIVE OFFICE SUPPLIES	69.95	5047
100-20-20-420000	Office Supplies	Premium Waters Inc	MONTHLY FEE	7.47	5043
100-20-20-441000	Training	Frontier Precision, Inc.	TRAINING	900.00	113626
100-20-20-442000	Memberships & Subscription	APWA-Membership	APWA MEMBERSHIP	1,656.75	113610
100-20-20-443500	Minor Equipment	Dell Marketing, L.P.	LAPTOP	1,240.88	5065
Total Department 20-20 PUBLIC WORKS ADMINISTRATION				3,875.05	
Department: 20-21 STREET DEPARTMENT					
100-20-21-424000	Operating Supplies	Precise MRM, LLC	GPS JULY SUBSCRIPTION	345.00	5060
100-20-21-430000	Professional Services	GOODPOINT TECHNOLOGY	2025 PAVEMENT CONDITION DATA COLLECTI	5,880.00	113623
100-20-21-430000	Professional Services	Ramsey County	BRIDGE INSPECTIONS 2024	190.00	113652
100-20-21-439000	CONTRACT MAINTENANCE	City of New Brighton	TRAFFIC SIGNAL PAINTING	4,273.75	113603

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 20-21 STREET DEPARTMENT					
100-20-21-439000	CONTRACT MAINTENANCE	PRECISION LANDSCAPE & TREE	TREE PRUNING	1,050.00	113592
100-20-21-439000	CONTRACT MAINTENANCE	PRECISION LANDSCAPE & TREE	TREE PRUNING	1,275.00	113592
100-20-21-439000	CONTRACT MAINTENANCE	PRECISION LANDSCAPE & TREE	TREE LIMB REMOVAL	800.00	113592
100-20-21-439000	CONTRACT MAINTENANCE	PRECISION LANDSCAPE & TREE	TREE AND STUMP REMOVAL 2771 GALTIER S	812.00	113638
100-20-21-439000	CONTRACT MAINTENANCE	PRECISION LANDSCAPE & TREE	STORM RESPONSE/REMOVAL 257 S MCCARRON	1,363.50	113638
100-20-21-439000	CONTRACT MAINTENANCE	PRECISION LANDSCAPE & TREE	STORM RESPONSE/REMOVAL 271 CAPITOL VI	674.00	113638
100-20-21-439000	CONTRACT MAINTENANCE	PRECISION LANDSCAPE & TREE	STORM RESPONSE/REMOVAL 2435 IRENE ST	576.00	113638
100-20-21-439000	CONTRACT MAINTENANCE	PRECISION LANDSCAPE & TREE	TREE REMOVAL 1706 RYAN AVE W	2,532.50	113638
Total Department 20-21 STREET DEPARTMENT				19,771.75	
Department: 20-30 VEHICLE MAINTENANCE					
100-20-30-421000	Motor Fuel	Mansfield Oil Company of G	UNLEADED MOTOR FUEL	9,731.73	113658
100-20-30-422000	Clothing	Cintas Corporation	UNIFORM	46.23	113596
100-20-30-423000	Vehicle Supplies & Mainten	Cintas Corporation	NITRILE GLOVES	185.00	113651
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	SOLENOIDS	78.47	5009
100-20-30-423000	Vehicle Supplies & Mainten	Jeff Belzers Roseville Chr	COOLANT BOTTLE AND HEATER TUBE	175.24	113672
100-20-30-423000	Vehicle Supplies & Mainten	Jeff Belzers Roseville Chr	RADIATOR HOSE	69.00	113604
100-20-30-423000	Vehicle Supplies & Mainten	MCMaster-CARR	COIN CELL BATTERY	23.96	113587
100-20-30-423000	Vehicle Supplies & Mainten	MCMaster-CARR	WRAP AROUND BRAIDED SLEEVING	109.13	113587
100-20-30-423000	Vehicle Supplies & Mainten	Suburban Tire Wholesale, I	TIRES	1,104.00	113597
100-20-30-423000	Vehicle Supplies & Mainten	Suburban Tire Wholesale, I	TIRES	612.32	113597
100-20-30-437000	Contract Maint. - Vehicles	Jeff Belzers Roseville Chr	SQUAD CAR REPAIRS	789.97	113604
100-20-30-437000	Contract Maint. - Vehicles	Jeff Belzers Roseville Chr	TIRE PRESSURE SENSOR REPLACEMENT	65.12	113604
100-20-30-437000	Contract Maint. - Vehicles	MIDWAY FORD CO.	REPAIRS TO FIRE VEHICLE	2,988.94	113632
100-20-30-437000	Contract Maint. - Vehicles	Terex USA, LLC	ANNUAL BOOM INSPECTION	1,427.48	113599
Total Department 20-30 VEHICLE MAINTENANCE				17,406.59	
Department: 23-00 BUILDING MAINTENANCE					
100-23-00-424000	Op Supplies-City Hall	CL Bensen Company, Inc.	24X24X2 PLEATED/12X24X2 PLEATED FILTE	480.96	113628
100-23-00-430000	Professional Services	McGough Property Managemen	MANAGEMENT FEE	3,963.00	5053
100-23-00-439001	CONTRACT MAINTENANCE - CIT	ELECTRO WATCHMAN	07/31/25 MULTIPLE DOORS NOT WORKING.	936.03	5007
100-23-00-439001	CONTRACT MAINTENANCE - CIT	TK Elevator Corp.	5 BRONZE - OIL & GREASE	967.50	113657
100-23-00-439003	Contract Maint.- City Gara	Cintas Corporation	RUG/MATS PW	51.03	113595
100-23-00-439003	Contract Maint.- City Gara	Yale Mechanical	PERFORM SUMMER MAINTENANCE AND COIL C	1,677.00	5056
Total Department 23-00 BUILDING MAINTENANCE				8,075.52	
Total Fund 100 General Fund				139,980.84	
Fund: 110 Telecommunications					
Department: 09-00 COMMUNICATIONS					
110-09-00-430000	Professional Services	North Suburban Access Corp	JULY MONTHLY MUNICIPAL MEETING SERVICE	1,624.00	5013
110-09-00-431100	Postage	Postmaster-Mailing Require	FOR DEPOSIT TO PI 2437	479.47	113585
Total Department 09-00 COMMUNICATIONS				2,103.47	
Total Fund 110 Telecommunications				2,103.47	
Fund: 200 Recreation Fund					
Department: 40-40 RECREATION ADMINISTRATION					
200-40-40-382100	Building Rental	STEPHANIE RODRIGUEZ	DAMAGE DEPOSIT REFUND	300.00	113694
200-40-40-431100	Postage	Postmaster-Mailing Require	FOR DEPOSIT TO PI 2437	7,413.63	113585
200-40-40-432000	Transportation	Abigail Long	MILEAGE	72.10	5031
200-40-40-432000	Transportation	Churcher, Ayanna	MILEAGE	56.00	113620
Total Department 40-40 RECREATION ADMINISTRATION				7,841.73	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 200 Recreation Fund					
Department: 40-41 RECREATION FEE PROGRAMS					
200-40-41-424000-PR0242	Operating Supplies	Elizabeth Leverty	OPEN HOUSE-NEW YEAR DANCE ITEMS	35.90	5017
200-40-41-424000-PR0250	Operating Supplies	Taho Sportswear, Inc.	YOUTH FALL SOCCER JERSEYS - 2025	2,903.50	5022
200-40-41-424000-PR0250	Operating Supplies	Taho Sportswear, Inc.	YOUTH FALL SOCCER COACH'S SHIRT ORDER	728.00	5022
200-40-41-424000-PR0250	Operating Supplies	Taho Sportswear, Inc.	YOUTH FALL SOCCER REFEREE SHIRT ORDER	143.25	5022
200-40-41-430000-PR0210	Professional Services	AARP Driver Safety Program	AUGUST 28 CLASS PAYMENT	175.00	113678
200-40-41-430000-PR0212	Professional Services	Willie McCray	ADULT SOFTBALL LEAGUE UMPIRE PAYMENT	1,632.00	5061
200-40-41-430000-PR0212	Professional Services	Willie McCray	ADULT SOFTBALL LEAGUE UMPIRE PAYMENT	2,380.00	5061
200-40-41-430000-PR0212	Professional Services	Willie McCray	ADULT SOFTBALL LEAGUE UMPIRE PAYMENT	1,700.00	5026
200-40-41-430000-PR0227	Professional Services	Austin Beatty	ADULT SAND VOLLEYBALL REFEREE PAYMENT	120.00	5018
200-40-41-430000-PR0227	Professional Services	Austin Beatty	ADULT SAND VOLLEYBALL REFEREE PAYMENT	240.00	5029
200-40-41-430000-PR0227	Professional Services	Breanna Burmester	ADULT SAND VOLLEYBALL REFEREE PAYMENT	378.00	5027
200-40-41-430000-PR0227	Professional Services	Breanna Burmester	ADULT SAND VOLLEYBALL REFEREE PAYMENT	120.00	5063
200-40-41-430000-PR0227	Professional Services	BROOKE WOOD	ADULT SAND VOLLEYBALL REFEREE PAYMENT	168.00	113617
200-40-41-430000-PR0227	Professional Services	BROOKE WOOD	ADULT SAND VOLLEYBALL REFEREE PAYMENT	168.00	113686
200-40-41-430000-PR0227	Professional Services	DEVANIE ANDRE	ADULT SAND VOLLEYBALL REFEREE PAYMENT	60.00	5034
200-40-41-430000-PR0227	Professional Services	ERIN DUFFY	ADULT SAND VOLLEYBALL REFEREE PAYMENT	280.00	113619
200-40-41-430000-PR0227	Professional Services	ERIN DUFFY	ADULT SAND VOLLEYBALL REFEREE PAYMENT	284.00	113687
200-40-41-430000-PR0227	Professional Services	JAMIE NOBLE PRICE	ADULT SAND VOLLEYBALL REFEREE PAYMENT	112.00	5032
200-40-41-430000-PR0227	Professional Services	JENNA ESTHER POWERS	ADULT SAND VOLLEYBALL REFEREE PAYMENT	644.00	5071
200-40-41-430000-PR0227	Professional Services	Kathie Urbaniak	ADULT SAND VOLLEYBALL REFEREE PAYMENT	112.00	5051
200-40-41-430000-PR0227	Professional Services	Kathie Urbaniak	ADULT SAND VOLLEYBALL REFEREE PAYMENT	112.00	5024
200-40-41-430000-PR0227	Professional Services	Kristie Knapp Woelfel	ADULT SAND VOLLEYBALL REFEREE PAYMENT	56.00	113673
200-40-41-430000-PR0227	Professional Services	KRISTIN JOHNSON	ADULT SAND VOLLEYBALL REFEREE PAYMENT	168.00	5070
200-40-41-430000-PR0227	Professional Services	LILLY BOWMAN	ADULT SAND VOLLEYBALL REFEREE PAYMENT	56.00	113616
200-40-41-430000-PR0227	Professional Services	LUKE ROETTGER	ADULT SAND VOLLEYBALL REFEREE PAYMENT	224.00	113691
200-40-41-430000-PR0227	Professional Services	MICHAEL, GARY JOHNSON	ADULT SAND VOLLEYBALL REFEREE PAYMENT	296.00	5069
200-40-41-430000-PR0227	Professional Services	MICHAEL, GARY JOHNSON	ADULT SAND VOLLEYBALL REFEREE PAYMENT	180.00	5033
200-40-41-430000-PR0227	Professional Services	Patrick Hubbard	ADULT SAND VOLLEYBALL REFEREE PAYMENT	112.00	113639
200-40-41-430000-PR0227	Professional Services	SOPHIE R JACQUES	ADULT SAND VOLLEYBALL REFEREE PAYMENT	224.00	113618
200-40-41-430000-PR0227	Professional Services	THOMAS IMHOF	ADULT SAND VOLLEYBALL REFEREE PAYMENT	56.00	5030
200-40-41-430000-PR0234	Professional Services	Revolutionary Sports, LLC	AUGUST SPORTS	4,830.00	113662
200-40-41-430000-PR0234	Professional Services	Revolutionary Sports, LLC	SPORTS CAMP AUG 25-28	3,558.10	113662
200-40-41-430000-PR0270	Professional Services	Cathy Skrip	SUNRISE YOGA 2025	739.90	113663
200-40-41-430000-PR0270	Professional Services	Elizabeth Fletcher	JUNE-SEPT YOGA PAYMENT	464.10	5067
200-40-41-430000-PR0270	Professional Services	Lois Cunningham	JULY-AUGUST YOGA PAYMENT	245.70	5016
200-40-41-430000-PR0273	Professional Services	A. Norman & Company Inc	SEPTEMBER 2025 ADULT TRIP	3,606.00	113605
Total Department 40-41 RECREATION FEE PROGRAMS				27,311.45	
Department: 40-42 RECREATION NON FEE PROGRAMS					
200-40-42-430000-PR0115	Professional Services	Joseph Dodge	TECH HOURS FOR LIVE AT THE ROG	1,693.00	113586
200-40-42-438000	Rental	On Site Companies-OSSTC	SENIOR SOFTBALL PORTABLES	224.00	113589
200-40-42-438000	Rental	On Site Companies-OSSTC	SEPTEMBER PORTABLE PAYMENTS	1,757.50	113633
200-40-42-438000	Rental	On Site Companies-OSSTC	TASTE OF ROSEFEST PORTABLE PAYMENT	740.00	113633
Total Department 40-42 RECREATION NON FEE PROGRAMS				4,414.50	
Department: 40-53 SKATING CENTER					
200-40-53-373200-PR5507	Figure Skating School	ISI	BADGES FOR SKATE SCHOOL	21.00	113590
200-40-53-382100	Building Rental	NORTHSTAR WATERMEDIA	BANQUET ROOM REFUND - CHANGE ROOM	236.88	113606
200-40-53-424000	Operating Supplies	SHERWIN-WILLIAMS COMPANY	PAINT	53.44	113594
200-40-53-424000	Operating Supplies	SHERWIN-WILLIAMS COMPANY	PAINT	150.64	113594
200-40-53-424000	Operating Supplies	SHERWIN-WILLIAMS COMPANY	PAINT	81.29	113594
200-40-53-424000	Operating Supplies	SHERWIN-WILLIAMS COMPANY	PAINT	221.00	113642

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 200 Recreation Fund					
Department: 40-53 SKATING CENTER					
200-40-53-424000	Operating Supplies	SHERWIN-WILLIAMS COMPANY	PAINT	78.05	113642
200-40-53-424000-PR5507	Operating Supplies	ISI	SKATE SCHOOL BADGES	18.00	113590
200-40-53-438000	Rental	Ziegler Inc	RENTAL OF GENERATOR FOR ICE AREAN DUR	1,687.75	5012
200-40-53-439000	CONTRACT MAINTENANCE	Mn Dept of Labor & Industr	ANNUAL ELEVATOR OPERATING LICENSE	290.00	113593
200-40-53-439000	CONTRACT MAINTENANCE	TK Elevator Corp.	5 BRONZE - OIL & GREASE	483.75	113657
Total Department 40-53 SKATING CENTER				3,321.80	
Total Fund 200 Recreation Fund				42,889.48	
Fund: 204 PARK MAINTENANCE					
Department: 40-43 RECREATION MAINTENANCE					
204-40-43-422000	Clothing	Cintas Corporation	CLASSIC COVERALL / NAVY	2.80	113651
204-40-43-422000	Clothing	Cintas Corporation	CLASSIC COVERALL/NAVY	2.80	113651
204-40-43-422000	Clothing	Cintas Corporation	CLASSIC COVERALL / NAVY	2.80	113651
204-40-43-422000	Clothing	Cintas Corporation	CLASSIC COVERALL / NAVY	2.80	113651
204-40-43-423000	Vehicle Supplies & Mainten	MTI Distributing, Inc.	GR WHEEL ST CUP	387.98	5041
204-40-43-424000	Operating Supplies	Certified Laboratories, In	CHEETAH PRO, 2 X 2.5 GL	1,041.50	5045
204-40-43-424000	Operating Supplies	Fikes, Inc.	ROLL TOWEL, TOILET TISSUE, GLOVES, ET	757.64	5057
204-40-43-424000	Operating Supplies	Fikes, Inc.	ROLL TOWEL, TOILET TISSUE, BLACK ROLL	1,002.63	5057
204-40-43-424000	Operating Supplies	Hirshfield's Paint Mfg.	ATHLETIC FIELD STRIPING BULK	1,141.20	113637
204-40-43-424000	Operating Supplies	SHERWIN-WILLIAMS COMPANY	PROGRADE SPONGE CRSE, HANDY PT PAIL L	56.33	113642
204-40-43-424000	Operating Supplies	Tessman Company	JS ATHLETIC PRO 2 X 3	486.00	5049
204-40-43-424000	Operating Supplies	Universal Athletic, LLC	TENNIS NET X 3	610.00	113655
204-40-43-430000	Professional Services	PHILIP'S TREE CARE LLC	WARNING TRACKS BASEBALL CLASS 5	3,353.49	113683
204-40-43-430000	Professional Services	Yale Mechanical	CHECK BLOWER MOTOR AT AUTUMN GROVE PA	1,736.36	5056
204-40-43-430000-PR0400	Professional Services	PRECISION LANDSCAPE & TREE	TREE WORK AT 1033 BROOKS AVE W	1,422.50	113638
204-40-43-430000-PR0400	Professional Services	PRECISION LANDSCAPE & TREE	TREE REMOVAL AT 1901 ALTA VISTA DRIVE	2,300.00	113638
204-40-43-430000-PR0400	Professional Services	PRECISION LANDSCAPE & TREE	STORM RESPONSE/REMOVAL AT 475 S MCCAR	1,578.50	113638
204-40-43-430000-PR0400	Professional Services	PRECISION LANDSCAPE & TREE	STORM RESPONSE/REMOVAL AT 225 MINNESO	1,212.00	113638
204-40-43-430000-PR0400	Professional Services	PRECISION LANDSCAPE & TREE	STORM RESPONSE/REMOVAL 1894 CO RD C2	1,155.00	113638
204-40-43-430000-PR0400	Professional Services	PRECISION LANDSCAPE & TREE	TREE REMOVALS AT 2520 DALE ST N	2,230.00	113638
204-40-43-431000	Telephone	Verizon	DATA JULY 27 - AUGUST 26 - ACC#487223	356.82	113668
204-40-43-431000-PR0627	Telephone	Verizon	DATA JULY 27 - AUGUST 26 - ACC#487223	35.01	113668
Total Department 40-43 RECREATION MAINTENANCE				20,874.16	
Total Fund 204 PARK MAINTENANCE				20,874.16	
Fund: 221 Municipal Jazz Band					
Department: 40-45 BIG BAND ACTIVITIES					
221-40-45-430000	Professional Services	FREDERICK MELVIN BALLEW IV	AUGUST BAND DIRECTOR PAY	250.00	5019
Total Department 40-45 BIG BAND ACTIVITIES				250.00	
Total Fund 221 Municipal Jazz Band				250.00	
Fund: 260 Community Development					
Department: 56-17 BUILDING PERMITS & INSPECTIONS					
260-56-17-420000	Office Supplies	Innovative Office Solution	JULY INNOVATIVE OFFICE SUPPLIES	24.37	5047
260-56-17-420000	Office Supplies	Innovative Office Solution	AUGUST INNOVATIVE OFFICE SUPPLIES	71.28	5047
260-56-17-430007	Electrical Inspections	Stephen Tokle Inspections,	AUG 2025 TOKLE PAYMENTS	11,736.60	113680
260-56-17-431000	Telephone	Verizon	DATA JULY 27 - AUGUST 26 - ACC#487223	38.38	113668
Total Department 56-17 BUILDING PERMITS & INSPECTIONS				11,870.63	
Department: 56-57 PLANNING DEPARTMENT					
260-56-57-424000	Operating Supplies	Innovative Office Solution	AUGUST INNOVATIVE OFFICE SUPPLIES	44.79	5047

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 260 Community Development					
Department: 56-57 PLANNING DEPARTMENT					
			Total Department 56-57 PLANNING DEPARTMENT	44.79	
			Total Fund 260 Community Development	11,915.42	
Fund: 265 License Center					
Department: 05-00 DEPUTY REGISTER					
265-05-00-420000	Office Supplies	Innovative Office Solution	JULY INNOVATIVE OFFICE SUPPLIES	92.73	5047
265-05-00-420000	Office Supplies	Innovative Office Solution	AUGUST INNOVATIVE OFFICE SUPPLIES	248.47	5047
265-05-00-424000	Operating Supplies	Innovative Office Solution	AUGUST INNOVATIVE OFFICE SUPPLIES	494.80	5047
265-05-00-430000	Professional Services	Cintas Corporation	RUG/MATS CTY OF ROSEVILLE-LIC. & PASS	99.09	113595
265-05-00-448000	Miscellaneous	Shred-N-Go, Inc.	LICENSE CENTER SHREDDING THRU AUGUST	157.30	113671
			Total Department 05-00 DEPUTY REGISTER	1,092.39	
			Total Fund 265 License Center	1,092.39	
Fund: 400 Equipment Revolving					
Department: 10-00 POLICE DEPARTMENT					
400-10-00-443500	Minor Equipment	Kiesler's Police Supply, I	FIREARMS SIGHTS (3)	1,082.91	113664
400-10-00-452000	Vehicles / Equipment	EMERGENCY AUTOMOTIVE TECH	INSTALL TRAFFIC SQUAD LIGHT #2403	2,652.58	5037
400-10-00-452000	Vehicles / Equipment	EMERGENCY AUTOMOTIVE TECH	NEW SQUAD BUILDS - FLASHLIGHTS (3)	545.79	5037
400-10-00-453000	Other Improvements	Kiesler's Police Supply, I	GLOCK SIDEARM AND HOLOSUN SIGHT	681.69	113664
			Total Department 10-00 POLICE DEPARTMENT	4,962.97	
			Total Fund 400 Equipment Revolving	4,962.97	
Fund: 401 Fire Equipment					
Department: 13-00 FIRE DEPARTMENT					
401-13-00-453000	Other Improvements	EMERGENCY TECHNICAL DECON	GEAR REPAIR CIP	2,746.55	113684
			Total Department 13-00 FIRE DEPARTMENT	2,746.55	
Department: 13-13 FIRE DEPARTMENT ADMINISTRATION					
401-13-13-452004	Fire Department Vehicles	Emergency Apparatus Maint.	CONSOLE STORAGE	43.40	5021
			Total Department 13-13 FIRE DEPARTMENT ADMINISTRATION	43.40	
			Total Fund 401 Fire Equipment	2,789.95	
Fund: 403 Public Works Vehicle Revolving					
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
403-20-20-443500	Minor Equipment	CES Imaging	PLOTTER REPLACEMENT	9,045.00	113598
			Total Department 20-20 PUBLIC WORKS ADMINISTRATION	9,045.00	
			Total Fund 403 Public Works Vehicle Revolving	9,045.00	
Fund: 408 Pathway Maintenance Fund					
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
408-20-20-430000	Professional Services	GOODPOINT TECHNOLOGY	2025 PAVEMENT CONDITION DATA COLLECTI	4,485.00	113623
			Total Department 20-20 PUBLIC WORKS ADMINISTRATION	4,485.00	
			Total Fund 408 Pathway Maintenance Fund	4,485.00	
Fund: 409 CENTRAL SERVICES FUND					
Department: 08-00 CENTRAL SERVICES					
409-08-00-438100	Rental-Copier Machines	Definitive Technology Solu	COPIER RENTAL	3,126.17	113669
			Total Department 08-00 CENTRAL SERVICES	3,126.17	
			Total Fund 409 CENTRAL SERVICES FUND	3,126.17	

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: 40-53 SKATING CENTER					
410-40-53-450000	Building & Structures	THINK DIGITAL SIGNS	FINAL PAYMENT FOR COMPLETION OF THE N	32,105.00	113685
410-40-53-452000	Vehicles & Equipment	APEX MECHANICAL	DOWN PAYMENT FOR RAIDER ROOM HEAT PUM	18,408.00	113681
			Total Department 40-53 SKATING CENTER	50,513.00	
			Total Fund 410 GENERAL FACILITIES REPLACEMENT FUND	50,513.00	
Fund: 411 Recreation Improvements					
Department: 40-43 RECREATION MAINTENANCE					
411-40-43-430000	Professional Services	Rainbow Tree Care	EMERALD ASH BORER TRUNK INJECTIONS	10,130.58	113609
			Total Department 40-43 RECREATION MAINTENANCE	10,130.58	
			Total Fund 411 Recreation Improvements	10,130.58	
Fund: 417 STREETSCAPE					
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
417-20-20-424000	Operating Supplies	SHERWIN-WILLIAMS COMPANY	PAINT	84.88	113594
417-20-20-439000	CONTRACT MAINTENANCE	SANDSTROM LAND MANAGEMENT, AUGUST 2025	ROW MOWING	7,500.00	5062
			Total Department 20-20 PUBLIC WORKS ADMINISTRATION	7,584.88	
			Total Fund 417 STREETSCAPE	7,584.88	
Fund: 583 TIF DISTRICT #21 - CPC REDEVELOPMENT					
Department: 57-00 EDA - GENERAL					
583-57-00-448002	Administrative Charge TIF	Ehlers & Associates, Inc.	PAYGO SETTLEMENTS	130.00	113613
			Total Department 57-00 EDA - GENERAL	130.00	
			Total Fund 583 TIF DISTRICT #21 - CPC REDEVELOPMENT	130.00	
Fund: 585 TIF District #17-Twin Lakes					
Department: 57-00 EDA - GENERAL					
585-57-00-448002	ADMINISTRATIVE CHARGE TIF	Ehlers & Associates, Inc.	PAYGO SETTLEMENTS	130.00	113613
			Total Department 57-00 EDA - GENERAL	130.00	
			Total Fund 585 TIF District #17-Twin Lakes	130.00	
Fund: 586 TIF #18 Sienna Green					
Department: 57-00 EDA - GENERAL					
586-57-00-448002	ADMINISTRATIVE CHARGE TIF	Ehlers & Associates, Inc.	PAYGO SETTLEMENTS	130.00	113613
			Total Department 57-00 EDA - GENERAL	130.00	
			Total Fund 586 TIF #18 Sienna Green	130.00	
Fund: 588 TIF District #20: McGough					
Department: 57-00 EDA - GENERAL					
588-57-00-448002	Administrative Charge TIF	Ehlers & Associates, Inc.	PAYGO SETTLEMENTS	130.00	113613
			Total Department 57-00 EDA - GENERAL	130.00	
			Total Fund 588 TIF District #20: McGough	130.00	
Fund: 589 TIF District #22 Twin Lakes II					
Department: 57-00 EDA - GENERAL					
589-57-00-448002	Administrative Charge TIF	Ehlers & Associates, Inc.	PAYGO SETTLEMENTS	130.00	113613
			Total Department 57-00 EDA - GENERAL	130.00	
			Total Fund 589 TIF District #22 Twin Lakes II	130.00	
Fund: 600 Sanitary Sewer					

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	ADA KIRSCHER	UB refund for account: 007913-000	0.51	113706
600-00-00-202000	Accounts Payable	ADA KIRSCHER	UB refund for account: 007913-000	7.96	113706
600-00-00-202000	Accounts Payable	ANTHONY YAPEL	UB refund for account: 004449-000	1.85	113699
600-00-00-202000	Accounts Payable	ANTHONY YAPEL	UB refund for account: 004449-000	9.54	113699
600-00-00-202000	Accounts Payable	CHARLES KAVALOSKI	UB refund for account: 021129-000	32.99	113697
600-00-00-202000	Accounts Payable	CHARLES KAVALOSKI	UB refund for account: 021129-000	56.67	113697
600-00-00-202000	Accounts Payable	DUANE & JULIE GUNDERSON	UB refund for account: 013434-000	3.34	113704
600-00-00-202000	Accounts Payable	DUANE & JULIE GUNDERSON	UB refund for account: 013434-000	6.45	113704
600-00-00-202000	Accounts Payable	ERIC THORDSON	UB refund for account: 006946-000	11.18	113695
600-00-00-202000	Accounts Payable	ERIC THORDSON	UB refund for account: 006946-000	23.04	113695
600-00-00-202000	Accounts Payable	James Westby	UB refund for account: 005004-000	21.94	113700
600-00-00-202000	Accounts Payable	James Westby	UB refund for account: 005004-000	25.99	113700
600-00-00-202000	Accounts Payable	JOHN WHITTY MERCER	UB refund for account: 022016-000	11.53	113607
600-00-00-202000	Accounts Payable	JOHN WHITTY MERCER	UB refund for account: 022016-000	17.41	113607
600-00-00-202000	Accounts Payable	KIRK PIEPHO	UB refund for account: 006065-000	40.61	113696
600-00-00-202000	Accounts Payable	KL MN 1 LLC	UB refund for account: 027105-000	7.96	113698
600-00-00-202000	Accounts Payable	MARION SMITH	UB refund for account: 003146-000	1.14	113701
600-00-00-202000	Accounts Payable	MARION SMITH	UB refund for account: 003146-000	16.57	113701
600-00-00-202000	Accounts Payable	MEGHAN ZETTELL	UB refund for account: 022795-000	9.76	113703
600-00-00-202000	Accounts Payable	MEGHAN ZETTELL	UB refund for account: 022795-000	9.95	113703
600-00-00-202000	Accounts Payable	PATRICIA SCHRAAD	UB refund for account: 013504-000	0.22	113705
600-00-00-202000	Accounts Payable	PATRICIA SCHRAAD	UB refund for account: 013504-000	3.45	113705
600-00-00-202000	Accounts Payable	THUZONG XIONG & JOUAPAG LE	UB refund for account: 025299-000	3.60	113702
600-00-00-202000	Accounts Payable	THUZONG XIONG & JOUAPAG LE	UB refund for account: 025299-000	11.03	113702
Total Department 00-00 GENERAL				334.69	
Department: 50-00 SANITARY SEWER					
600-50-00-420000	Office Supplies	Innovative Office Solution	AUGUST INNOVATIVE OFFICE SUPPLIES	9.82	5047
600-50-00-424200-PW2507	PRIVATE SANITY SEWER REPAI	TAYLOR BOEREM	I&I GRANT 75% REBATE	7,313.00	113692
600-50-00-430050	Sewer Department Claims	911 Restoration of Minneap	SEWER CLAIM 243 GRANDVIEW AVE W	7,500.00	113600
600-50-00-439000	CONTRACT MAINTENANCE	ESS Brothers & Sons, Inc.	SANITARY SEWER FLEX SEAL	25,140.00	5038
600-50-00-453000-PW2302	Other Improvements	Bolton & Menk, Inc.	DALE/OWASSO LFT STATION	5,083.00	113641
Total Department 50-00 SANITARY SEWER				45,045.82	
Total Fund 600 Sanitary Sewer				45,380.51	
Fund: 610 Water Fund					
Department: 00-00 GENERAL					
610-00-00-202000	Accounts Payable	ADA KIRSCHER	UB refund for account: 007913-000	0.44	113706
610-00-00-202000	Accounts Payable	ADA KIRSCHER	UB refund for account: 007913-000	0.78	113706
610-00-00-202000	Accounts Payable	ADA KIRSCHER	UB refund for account: 007913-000	8.08	113706
610-00-00-202000	Accounts Payable	ANTHONY YAPEL	UB refund for account: 004449-000	0.53	113699
610-00-00-202000	Accounts Payable	ANTHONY YAPEL	UB refund for account: 004449-000	9.69	113699
610-00-00-202000	Accounts Payable	CHARLES KAVALOSKI	UB refund for account: 021129-000	3.12	113697
610-00-00-202000	Accounts Payable	CHARLES KAVALOSKI	UB refund for account: 021129-000	57.55	113697
610-00-00-202000	Accounts Payable	DUANE & JULIE GUNDERSON	UB refund for account: 013434-000	0.36	113704
610-00-00-202000	Accounts Payable	DUANE & JULIE GUNDERSON	UB refund for account: 013434-000	6.23	113704
610-00-00-202000	Accounts Payable	DUANE & JULIE GUNDERSON	UB refund for account: 013434-000	6.55	113704
610-00-00-202000	Accounts Payable	ERIC THORDSON	UB refund for account: 006946-000	1.28	113695
610-00-00-202000	Accounts Payable	ERIC THORDSON	UB refund for account: 006946-000	23.40	113695
610-00-00-202000	Accounts Payable	James Westby	UB refund for account: 005004-000	1.44	113700
610-00-00-202000	Accounts Payable	James Westby	UB refund for account: 005004-000	26.40	113700
610-00-00-202000	Accounts Payable	JOHN WHITTY MERCER	UB refund for account: 022016-000	0.96	113607

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 610 Water Fund					
Department: 00-00 GENERAL					
610-00-00-202000	Accounts Payable	JOHN WHITTY MERCER	UB refund for account: 022016-000	17.70	113607
610-00-00-202000	Accounts Payable	KIRK PIEPHO	UB refund for account: 006065-000	2.24	113696
610-00-00-202000	Accounts Payable	KIRK PIEPHO	UB refund for account: 006065-000	41.26	113696
610-00-00-202000	Accounts Payable	KL MN 1 LLC	UB refund for account: 027105-000	0.44	113698
610-00-00-202000	Accounts Payable	KL MN 1 LLC	UB refund for account: 027105-000	8.09	113698
610-00-00-202000	Accounts Payable	MARION SMITH	UB refund for account: 003146-000	0.91	113701
610-00-00-202000	Accounts Payable	MARION SMITH	UB refund for account: 003146-000	1.70	113701
610-00-00-202000	Accounts Payable	MARION SMITH	UB refund for account: 003146-000	16.83	113701
610-00-00-202000	Accounts Payable	MEGHAN ZETTELL	UB refund for account: 022795-000	0.55	113703
610-00-00-202000	Accounts Payable	MEGHAN ZETTELL	UB refund for account: 022795-000	15.80	113703
610-00-00-202000	Accounts Payable	MEGHAN ZETTELL	UB refund for account: 022795-000	10.10	113703
610-00-00-202000	Accounts Payable	PATRICIA SCHRAAD	UB refund for account: 013504-000	0.19	113705
610-00-00-202000	Accounts Payable	PATRICIA SCHRAAD	UB refund for account: 013504-000	0.32	113705
610-00-00-202000	Accounts Payable	PATRICIA SCHRAAD	UB refund for account: 013504-000	3.50	113705
610-00-00-202000	Accounts Payable	THUZONG XIONG & JOUAPAG LE	UB refund for account: 025299-000	5.39	113702
610-00-00-202000	Accounts Payable	THUZONG XIONG & JOUAPAG LE	UB refund for account: 025299-000	11.20	113702
Total Department 00-00 GENERAL				283.03	
Department: 51-00 WATER FUND					
610-51-00-420000	Office Supplies	Innovative Office Solution	AUGUST INNOVATIVE OFFICE SUPPLIES	9.81	5047
610-51-00-424000	Operating Supplies	Core & Main LP	16" BF VALVE AND PARTS FAIRVIEW AVE S	8,443.21	113601
610-51-00-424000	Operating Supplies	FERGUSON WATERWORKS #2518	LF 3/4 BALL CURB ST FLR/LF 1 BALL CUR	878.67	5055
610-51-00-424000	Operating Supplies	GENERAL INDUSTRIAL SUPPLY	UTILITY GLOVES ORIGINAL XL	59.97	5014
610-51-00-424000	Operating Supplies	MARTIN MARIETTA MATERIALS,	ASPHALT PATCHING MATERIAL	416.96	113631
610-51-00-424000	Operating Supplies	MARTIN MARIETTA MATERIALS,	ASPHALT PATCHING MATERIAL	793.53	113588
610-51-00-424000	Operating Supplies	MARTIN MARIETTA MATERIALS,	ASPHALT PATCHING MATERIAL	1,222.62	113588
610-51-00-424000	Operating Supplies	SiteOne Landscape Supply,	LESCO SUN & SHADE PARK SEED MIXTURE	104.66	113602
610-51-00-431000	Telephone	T Mobile	ACCOUNT #967323231, MOBILE # 651-417-	35.98	113666
610-51-00-438000	Rental	On Site Companies-OSSTC	STANDARD PORTABLE RESTROOM 2300 HAML I	148.00	113633
610-51-00-439000	CONTRACT MAINTENANCE	Q3 Contracting, Inc.	TRAFFIC CONTROL	324.55	113648
610-51-00-441000	Training	MDH	\$32 EXAM FEE	32.00	113624
610-51-00-441000	Training	MDH	32.00 EXAM FEE	32.00	113625
610-51-00-490000-PW2511	Payments to Contractors	ALL ENERGY SOLAR INC	BOOSTER STATION SOLAR PANELS	41,159.20	113690
Total Department 51-00 WATER FUND				53,661.16	
Total Fund 610 Water Fund				53,944.19	
Fund: 620 Golf Course					
Department: 52-51 CEDARHOLM GOLF COURSE					
620-52-51-372300	Concession Sales	Tio's Food and Beverage	JUNE FOOD SALES	1,464.00	113615
620-52-51-372300	Concession Sales	Tio's Food and Beverage	JULY FOOD SALES	694.66	113615
620-52-51-423000	Vehicle Supplies & Mainten	MTI Distributing, Inc.	SCREW-DELTA POINT	13.97	5011
620-52-51-423000	Vehicle Supplies & Mainten	MTI Distributing, Inc.	SPACER-BEARING AND SCREW-HH	120.64	5011
620-52-51-423000	Vehicle Supplies & Mainten	MTI Distributing, Inc.	CARRIER FRAME ASM	696.02	5011
620-52-51-423000	Vehicle Supplies & Mainten	MTI Distributing, Inc.	HIGHT HOC KIT (GR DPA CU)	529.33	5011
620-52-51-424000	Operating Supplies	Hornungs Pro Golf Sales, I	BALL MARKERS & DIVOT TOOLS	146.46	5010
620-52-51-424000	Operating Supplies	Leitner Co	FISHER FN SAND	1,078.48	113634
620-52-51-424000	Operating Supplies	Reinders Inc.	18-0-6 MILLENNIUM ULTRA 25% PCSCU	2,350.00	113649
620-52-51-424000	Operating Supplies	Reinders Inc.	FLUAZINAM 40 SC 0.5 GAL	260.00	113649
620-52-51-425000	Merchandise for Sale	Capitol Beverage Sales, LP	ALCOHOLIC BEVERAGES FOR RESALE	916.25	5035
620-52-51-425000	Merchandise for Sale	Small Lot MN	WINE FOR RESALE	136.00	113682
620-52-51-439000	CONTRACT MAINTENANCE	Coffee Mill, Inc.	FILTER REPLACEMENT FOR COFFEE MAKERS	198.00	113645
620-52-51-439000	CONTRACT MAINTENANCE	Comcast	COMCAST BUSINESS SERVICE AT CEDARHOLM	386.66	113635

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					
620-52-51-439000	CONTRACT MAINTENANCE	On Site Companies-OSSTC	CEDARHOLM PORTABLE RENTAL #1	148.00	113633
620-52-51-442000	Memberships & Subscription	Minnesota Golf Association	2025 ANNUAL MEMBER FACILITY DUES	90.00	113640
Total Department 52-51 CEDARHOLM GOLF COURSE				9,228.47	
Total Fund 620 Golf Course				9,228.47	
Fund: 640 Storm Drainage					
Department: 00-00 GENERAL					
640-00-00-202000	Accounts Payable	ADA KIRSCHER	UB refund for account: 007913-000	4.74	113706
640-00-00-202000	Accounts Payable	ANTHONY YAPEL	UB refund for account: 004449-000	5.69	113699
640-00-00-202000	Accounts Payable	CHARLES KAVALOSKI	UB refund for account: 021129-000	33.79	113697
640-00-00-202000	Accounts Payable	DUANE & JULIE GUNDERSON	UB refund for account: 013434-000	3.85	113704
640-00-00-202000	Accounts Payable	ERIC THORDSON	UB refund for account: 006946-000	13.74	113695
640-00-00-202000	Accounts Payable	James Westby	UB refund for account: 005004-000	15.50	113700
640-00-00-202000	Accounts Payable	JOHN WHITTY MERCER	UB refund for account: 022016-000	10.38	113607
640-00-00-202000	Accounts Payable	KIRK PIEPHO	UB refund for account: 006065-000	24.21	113696
640-00-00-202000	Accounts Payable	KL MN 1 LLC	UB refund for account: 027105-000	4.75	113698
640-00-00-202000	Accounts Payable	MARION SMITH	UB refund for account: 003146-000	9.88	113701
640-00-00-202000	Accounts Payable	MEGHAN ZETTELL	UB refund for account: 022795-000	5.93	113703
640-00-00-202000	Accounts Payable	PATRICIA SCHRAAD	UB refund for account: 013504-000	2.05	113705
640-00-00-202000	Accounts Payable	THUZONG XIONG & JOUAPAG LE	UB refund for account: 025299-000	6.57	113702
Total Department 00-00 GENERAL				141.08	
Department: 54-00 STORM WATER					
640-54-00-420000	Office Supplies	Innovative Office Solution	AUGUST INNOVATIVE OFFICE SUPPLIES	9.82	5047
640-54-00-424000	Operating Supplies	WM Corporate Services, Inc	SPRING STREET SWEEPINGS DISPOSAL	1,408.42	113643
640-54-00-430000	Professional Services	Alliant, Inc.	RCD 4 PHASE II SOILS STUDY THRU JULY	1,472.84	113665
640-54-00-439000	CONTRACT MAINTENANCE	ESS Brothers & Sons, Inc.	STORM SEWER FLEX SEAL	49,820.00	5008
640-54-00-439000	CONTRACT MAINTENANCE	Ramsey County Prop Rec & R	RCD4 PHASE 2 REPAIR	25.00	113611
640-54-00-439000-PW2409	CONTRACT MAINTENANCE	SANDSTROM LAND MANAGEMENT, BMP	MAINTENANCE	13,091.42	5015
640-54-00-439000-PW2409	CONTRACT MAINTENANCE	SANDSTROM LAND MANAGEMENT, BMP	MAINTENANCE	11,428.67	5015
640-54-00-439000-PW2509	CONTRACT MAINTENANCE	MNL	BMP MAINT CONCORDIA MEADOWS	350.00	113674
Total Department 54-00 STORM WATER				77,606.17	
Total Fund 640 Storm Drainage				77,747.25	
Fund: 650 ENVIRONMENTAL					
Department: 00-00 GENERAL					
650-00-00-202000	Accounts Payable	ADA KIRSCHER	UB refund for account: 007913-000	2.70	113706
650-00-00-202000	Accounts Payable	ANTHONY YAPEL	UB refund for account: 004449-000	3.24	113699
650-00-00-202000	Accounts Payable	CHARLES KAVALOSKI	UB refund for account: 021129-000	19.24	113697
650-00-00-202000	Accounts Payable	DUANE & JULIE GUNDERSON	UB refund for account: 013434-000	2.19	113704
650-00-00-202000	Accounts Payable	ERIC THORDSON	UB refund for account: 006946-000	7.83	113695
650-00-00-202000	Accounts Payable	James Westby	UB refund for account: 005004-000	8.83	113700
650-00-00-202000	Accounts Payable	JOHN WHITTY MERCER	UB refund for account: 022016-000	5.92	113607
650-00-00-202000	Accounts Payable	KIRK PIEPHO	UB refund for account: 006065-000	13.80	113696
650-00-00-202000	Accounts Payable	KL MN 1 LLC	UB refund for account: 027105-000	2.70	113698
650-00-00-202000	Accounts Payable	MARION SMITH	UB refund for account: 003146-000	5.63	113701
650-00-00-202000	Accounts Payable	MEGHAN ZETTELL	UB refund for account: 022795-000	3.38	113703
650-00-00-202000	Accounts Payable	PATRICIA SCHRAAD	UB refund for account: 013504-000	1.17	113705
650-00-00-202000	Accounts Payable	THUZONG XIONG & JOUAPAG LE	UB refund for account: 025299-000	3.74	113702
Total Department 00-00 GENERAL				80.37	
Department: 65-00 SOLID WASTE RECYCLE					

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 650 ENVIRONMENTAL					
Department: 65-00 SOLID WASTE RECYCLE					
650-65-00-430000	Professional Services	WM Corporate Services, Inc	RECYCLING SERVICES THRU JULY	60,905.25	113614
			Total Department 65-00 SOLID WASTE RECYCLE	60,905.25	
			Total Fund 650 ENVIRONMENTAL	60,985.62	
Fund: 700 Workers Compensation					
Department: 60-00 WORKERS COMPENSATION					
700-60-00-430000	Professional Services	SFM RISK SOLUTIONS	AUGUST 25 ADMIN SERVICES	282.00	5052
700-60-00-430012	Police Services Claims	SFM RISK SOLUTIONS	AUGUST 25 ADMIN SERVICES	247.00	5052
700-60-00-430050	Sewer Department Claims	SFM RISK SOLUTIONS	AUGUST 25 ADMIN SERVICES	247.00	5052
			Total Department 60-00 WORKERS COMPENSATION	776.00	
			Total Fund 700 Workers Compensation	776.00	
Fund: 710 Risk Management					
Department: 00-00 GENERAL					
710-00-00-210503	DENTAL	Delta Dental Plan of Minne	DENTAL ADMIN FEE AUG 25	1,003.46	5036
710-00-00-210503	DENTAL	Delta Dental Plan of Minne	DENTAL CLAIMS AUG 25	5,145.98	5036
			Total Department 00-00 GENERAL	6,149.44	
Department: 61-00 RISK MANAGEMENT					
710-61-00-430009	Administrative Claims	STATE OF MINNESOTA	OAH CASE 3100-40939 STORLIE	374.00	113693
			Total Department 61-00 RISK MANAGEMENT	374.00	
			Total Fund 710 Risk Management	6,523.44	
Fund: 722 HRA PROPERTY ABATEMENT					
Department: 57-78 EDA - NEIGHBORHOOD ENHANCEMENT PROGRAM					
722-57-78-490000	Contractor Payments	PURPLE GOATS LLC	ACCELERATED ABATEMENT - GRASS	1,200.00	113688
			Total Department 57-78 EDA - NEIGHBORHOOD ENHANCEMENT PROGRAM	1,200.00	
			Total Fund 722 HRA PROPERTY ABATEMENT	1,200.00	
Fund: 723 Housing & Redevelopment Agency					
Department: 00-00 GENERAL					
723-00-00-119118	Senior Deferred Loans	Center for Energy and Envi	LOANS AND ADMIN COSTS	61,067.00	5028
723-00-00-119119	GMHC Revolving Home Imprv	Center for Energy and Envi	LOANS AND ADMIN COSTS	82,930.00	5028
723-00-00-119120	DPA Deferred Loans	Center for Energy and Envi	LOANS AND ADMIN COSTS	25,000.00	5028
			Total Department 00-00 GENERAL	168,997.00	
			Total Fund 723 Housing & Redevelopment Agency	168,997.00	
Fund: 725 EDA Operating Fund					
Department: 57-56 EDA - PROGRAM					
725-57-56-430000	Professional Services	Golden Shovel Agency	SEPTEMBER SERVICES	1,050.00	5066
			Total Department 57-56 EDA - PROGRAM	1,050.00	
Department: 57-73 EDA - OWNERSHIP REHAB PROGRAM					
725-57-73-430000	Professional Services	Center for Energy and Envi	LOANS AND ADMIN COSTS	6,600.00	5028
			Total Department 57-73 EDA - OWNERSHIP REHAB PROGRAM	6,600.00	
			Total Fund 725 EDA Operating Fund	7,650.00	
Fund: 727 South East Roseville Initiativ					
Department: 57-00 EDA - GENERAL					
727-57-00-430000	Professional Services	St. Paul Area Chamber of C	RICE AND L ARPENTEUR ALLIANCE PROFESS	10,416.67	113659

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 727 South East Roseville Initiativ					
Department: 57-00 EDA - GENERAL					
Total Department 57-00 EDA - GENERAL				10,416.67	
Total Fund 727 South East Roseville Initiativ				10,416.67	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY GL DISTRIBUTION ---					
		100-00-00-210600	Union Dues Deduction	7,892.75	
		100-00-00-211100	ICMA Def Comp	10,734.36	
		100-00-00-211101	Mission SQ Roth	350.00	
		100-00-00-211202	HRA Employer	9,385.00	
		100-02-00-420000	Office Supplies	147.87	
		100-02-00-430099	Drug Testing	101.84	
		100-02-00-448000	Miscellaneous	2,748.57	
		100-04-00-420000	Office Supplies	8.60	
		100-04-00-430000	Professional Services	781.39	
		100-08-00-424000	Operating Supplies	2,839.67	
		100-10-00-420000	Office Supplies	1,126.51	
		100-10-00-422000	Clothing	7,224.15	
		100-10-00-423000	Vehicle Supplies & Maintenance	1,113.50	
		100-10-00-430000	Professional Services	4,174.58	
		100-10-00-431000	Telephone	6,553.10	
		100-10-00-437000	Contract Maint. - Vehicles	4,728.72	
		100-10-00-439000	CONTRACT MAINTENANCE	16,099.12	
		100-10-00-441000	Training	3,324.00	
		100-10-00-443500	Minor Equipment	661.00	
		100-13-00-422000	Clothing	115.90	
		100-13-00-423000	Vehicle Supplies & Maintenance	36.90	
		100-13-00-430000	Professional Services	2,100.00	
		100-13-00-437000	Contract Maint. - Vehicles	3,099.70	
		100-13-00-439000	CONTRACT MAINTENANCE	1,603.46	
		100-13-00-441000	Training	295.50	
		100-13-00-448000	Miscellaneous	3,605.74	
		100-20-20-420000	Office Supplies	77.42	
		100-20-20-441000	Training	900.00	
		100-20-20-442000	Memberships & Subscriptions	1,656.75	
		100-20-20-443500	Minor Equipment	1,240.88	
		100-20-21-424000	Operating Supplies	345.00	
		100-20-21-430000	Professional Services	6,070.00	
		100-20-21-439000	CONTRACT MAINTENANCE	13,356.75	
		100-20-30-421000	Motor Fuel	9,731.73	
		100-20-30-422000	Clothing	46.23	
		100-20-30-423000	Vehicle Supplies & Maintenance	2,357.12	
		100-20-30-437000	Contract Maint. - Vehicles	5,271.51	
		100-23-00-424000	Op Supplies-City Hall	480.96	
		100-23-00-430000	Professional Services	3,963.00	
		100-23-00-439001	CONTRACT MAINTENANCE - CITY HALL	1,903.53	
		100-23-00-439003	Contract Maint.- City Garage	1,728.03	
		110-09-00-430000	Professional Services	1,624.00	
		110-09-00-431100	Postage	479.47	
		200-40-40-382100	Building Rental	300.00	
		200-40-40-431100	Postage	7,413.63	
		200-40-40-432000	Transportation	128.10	
		200-40-41-424000-PR0242	Operating Supplies	35.90	
		200-40-41-424000-PR0250	Operating Supplies	3,774.75	
		200-40-41-430000-PR0210	Professional Services	175.00	
		200-40-41-430000-PR0212	Professional Services	5,712.00	
		200-40-41-430000-PR0227	Professional Services	4,170.00	
		200-40-41-430000-PR0234	Professional Services	8,388.10	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		200-40-41-430000-PR0270	Professional Services	1,449.70	
		200-40-41-430000-PR0273	Professional Services	3,606.00	
		200-40-42-430000-PR0115	Professional Services	1,693.00	
		200-40-42-438000	Rental	2,721.50	
		200-40-53-373200-PR5507	Figure Skating School	21.00	
		200-40-53-382100	Building Rental	236.88	
		200-40-53-424000	Operating Supplies	584.42	
		200-40-53-424000-PR5507	Operating Supplies	18.00	
		200-40-53-438000	Rental	1,687.75	
		200-40-53-439000	CONTRACT MAINTENANCE	773.75	
		204-40-43-422000	Clothing	11.20	
		204-40-43-423000	Vehicle Supplies & Maintenance	387.98	
		204-40-43-424000	Operating Supplies	5,095.30	
		204-40-43-430000	Professional Services	5,089.85	
		204-40-43-430000-PR0400	Professional Services	9,898.00	
		204-40-43-431000	Telephone	356.82	
		204-40-43-431000-PR0627	Telephone	35.01	
		221-40-45-430000	Professional Services	250.00	
		260-56-17-420000	Office Supplies	95.65	
		260-56-17-430007	Electrical Inspections	11,736.60	
		260-56-17-431000	Telephone	38.38	
		260-56-57-424000	Operating Supplies	44.79	
		265-05-00-420000	Office Supplies	341.20	
		265-05-00-424000	Operating Supplies	494.80	
		265-05-00-430000	Professional Services	99.09	
		265-05-00-448000	Miscellaneous	157.30	
		400-10-00-443500	Minor Equipment	1,082.91	
		400-10-00-452000	Vehicles / Equipment	3,198.37	
		400-10-00-453000	Other Improvements	681.69	
		401-13-00-453000	Other Improvements	2,746.55	
		401-13-13-452004	Fire Department Vehicles	43.40	
		403-20-20-443500	Minor Equipment	9,045.00	
		408-20-20-430000	Professional Services	4,485.00	
		409-08-00-438100	Rental-Copier Machines	3,126.17	
		410-40-53-450000	Building & Structures	32,105.00	
		410-40-53-452000	Vehicles & Equipment	18,408.00	
		411-40-43-430000	Professional Services	10,130.58	
		417-20-20-424000	Operating Supplies	84.88	
		417-20-20-439000	CONTRACT MAINTENANCE	7,500.00	
		583-57-00-448002	Administrative Charge TIF	130.00	
		585-57-00-448002	ADMINISTRATIVE CHARGE TIF	130.00	
		586-57-00-448002	ADMINISTRATIVE CHARGE TIF	130.00	
		588-57-00-448002	Administrative Charge TIF	130.00	
		589-57-00-448002	Administrative Charge TIF	130.00	
		600-00-00-202000	Accounts Payable	334.69	
		600-50-00-420000	Office Supplies	9.82	
		600-50-00-424200-PW2507	PRIVATE SANITY SEWER REPAIRS	7,313.00	
		600-50-00-430050	Sewer Department Claims	7,500.00	
		600-50-00-439000	CONTRACT MAINTENANCE	25,140.00	
		600-50-00-453000-PW2302	Other Improvements	5,083.00	
		610-00-00-202000	Accounts Payable	283.03	
		610-51-00-420000	Office Supplies	9.81	
		610-51-00-424000	Operating Supplies	11,919.62	
		610-51-00-431000	Telephone	35.98	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		610-51-00-438000	Rental	148.00	
		610-51-00-439000	CONTRACT MAINTENANCE	324.55	
		610-51-00-441000	Training	64.00	
		610-51-00-490000-PW2511	Payments to Contractors	41,159.20	
		620-52-51-372300	Concession Sales	2,158.66	
		620-52-51-423000	Vehicle Supplies & Maintenance	1,359.96	
		620-52-51-424000	Operating Supplies	3,834.94	
		620-52-51-425000	Merchandise for Sale	1,052.25	
		620-52-51-439000	CONTRACT MAINTENANCE	732.66	
		620-52-51-442000	Memberships & Subscriptions	90.00	
		640-00-00-202000	Accounts Payable	141.08	
		640-54-00-420000	Office Supplies	9.82	
		640-54-00-424000	Operating Supplies	1,408.42	
		640-54-00-430000	Professional Services	1,472.84	
		640-54-00-439000	CONTRACT MAINTENANCE	49,845.00	
		640-54-00-439000-PW2409	CONTRACT MAINTENANCE	24,520.09	
		640-54-00-439000-PW2509	CONTRACT MAINTENANCE	350.00	
		650-00-00-202000	Accounts Payable	80.37	
		650-65-00-430000	Professional Services	60,905.25	
		700-60-00-430000	Professional Services	282.00	
		700-60-00-430012	Police Services Claims	247.00	
		700-60-00-430050	Sewer Department Claims	247.00	
		710-00-00-210503	DENTAL	6,149.44	
		710-61-00-430009	Administrative Claims	374.00	
		722-57-78-490000	Contractor Payments	1,200.00	
		723-00-00-119118	Senior Deferred Loans	61,067.00	
		723-00-00-119119	GMHC Revolving Home Imprv Loan	82,930.00	
		723-00-00-119120	DPA Deferred Loans	25,000.00	
		725-57-56-430000	Professional Services	1,050.00	
		725-57-73-430000	Professional Services	6,600.00	
		727-57-00-430000	Professional Services	10,416.67	
--- TOTALS BY FUND ---					
		100	General Fund	139,980.84	
		110	Telecommunications	2,103.47	
		200	Recreation Fund	42,889.48	
		204	PARK MAINTENANCE	20,874.16	
		221	Municipal Jazz Band	250.00	
		260	Community Development	11,915.42	
		265	License Center	1,092.39	
		400	Equipment Revolving	4,962.97	
		401	Fire Equipment	2,789.95	
		403	Public Works Vehicle Revolving	9,045.00	
		408	Pathway Maintenance Fund	4,485.00	
		409	CENTRAL SERVICES FUND	3,126.17	
		410	GENERAL FACILITIES REPLACEMENT FUND	50,513.00	
		411	Recreation Improvements	10,130.58	
		417	STREETSCAPE	7,584.88	
		583	TIF DISTRICT #21 - CPC REDEVELOPMENT	130.00	
		585	TIF District #17-Twin Lakes	130.00	
		586	TIF #18 Sienna Green	130.00	
		588	TIF District #20: McGough	130.00	
		589	TIF District #22 Twin Lakes II	130.00	
		600	Sanitary Sewer	45,380.51	
		610	Water Fund	53,944.19	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		620	Golf Course	9,228.47	
		640	Storm Drainage	77,747.25	
		650	ENVIRONMENTAL	60,985.62	
		700	Workers Compensation	776.00	
		710	Risk Management	6,523.44	
		722	HRA PROPERTY ABATEMENT	1,200.00	
		723	Housing & Redevelopment Agency	168,997.00	
		725	EDA Operating Fund	7,650.00	
		727	South East Roseville Initiativ	10,416.67	
		Total For All Funds:		755,242.46	

REQUEST FOR COUNCIL ACTION

Date: 9/22/2025

Item No.: 12.b.

Department Approval



City Manager Approval



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

Background

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

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

Policy Objectives

Required under City Code 103.05.

Equity Impact Summary

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

Budget Implications

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

Staff Recommendations

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

38
39
40
41
42
43
44

Requested Council Action

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

Prepared by: Phil Weix - Assistant Finance Director

- Attachments:**
- 1. Over \$10,000 Report
 - 2. CIP Project Narrative - Golf

45

General Purchases or Contracts

Division	Vendor	Description	Key	Budget Amount	P.O. Amount	Budget / CIP
Parks and Recreation - Golf	TruNorth Painting	Exterior Painting	(a)	\$ 22,000	\$ 15,970	2025 CIP

Key

- (a) The exterior buildings at the Golf Course have not received a painting service since the club house was built in 2018. It is recommended to maintain a building's appearance and extend the useful life of its exterior materials by painting every 5-10 years and re-staining wood surfaces approximately every 5 years. The buildings are showing fading and cracking. \$22,000 was budgeted in the 2025 CIP and the quote from TruNorth was \$15,970.

2025 Capital Improvement Plan

Project/Initiative Summary

Department/Division:	Parks & Recreation Golf Course
Project/Initiative Title:	Paint Exterior
Total Estimated Cost:	\$22,000
Funding Source:	Parks & Rec Vehicle & Equip Fund Transfer
Annual Operating Budget Impact:	\$0

Project/Initiative Description:

Paint Exterior of the Community Building. An inspection will be conducted and quotes solicited prior to implementation of exterior painting.

Location:

Community Building at Cedarholm GG

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/22/2025

Item No.: 12.c.

Department Approval



City Manager Approval



Item Description: Approve Professional Services Agreement for Cohansey Lift Station Design and Construction Management Services

Background

The City of Roseville issued a Request for Proposals (RFP) seeking qualified consultants to provide design and construction management services for the Cohansey Lift Station Project (25-12). The scope of work includes preliminary and final design, preparation of cost estimates, and bidding services. Proposals also included an estimate for construction administration and observation; however, this portion was requested for comparison purposes only. Final costs for construction services may vary slightly, as they will be determined once the project scope is finalized through the design process.

In response to the RFP, the City received two proposals from qualified firms. Consultant selection was based primarily on total cost. Bolton & Menk submitted the lowest overall proposal, both for the not-to-exceed (NTE) design services and the estimated construction administration and observation. A breakdown of consultant costs is provided below:

Costs			
Consultant	Design (NTE)	Construction (Estimated)	Total
Bolton-Menk	\$ 28,000.00	\$ 30,000.00	\$ 58,000.00
HR Green	\$ 42,400.00	\$ 31,300.00	\$ 73,700.00

Policy Objectives

It is City policy to keep City-owned infrastructure in good operating condition and to keep systems operating in a safe condition.

Equity Impact Summary

There should be no equity impacts associated with this agreement.

Budget Implications

The cost of the professional services agreement will be funded through the sanitary sewer fund. The 2025 CIP includes \$30,000 for design services, and the not-to-exceed (NTE) fee from Bolton & Menk is \$2,000 below this amount. Construction costs of \$270,000 are also

29 included in the CIP and account for anticipated construction administration and observation
30 needs.

31
32 **Staff Recommendations**

33 Staff recommends the Council approve the Professional Services Agreement for the
34 Cohansey Lift Station design and construction services with Bolton & Menk, Inc.

35
36 **Requested Council Action**

37 Motion to approve the Professional Services Agreement for the Cohansey Lift Station
38 design and construction services with Bolton & Menk, Inc.

39
40 **Prepared by:** Erik Henriksen, Assistant City Engineer

Attachments: 1. Agreement
2. Request for Proposals

41

CITY OF ROSEVILLE PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“Agreement”) is made on the 22nd day of September, 2025, between the City of Roseville, a Minnesota municipal corporation (the “City”), and Bolton & Menk, Inc., a Corporation (the “Consultant”, each a “Party” and together the “Parties”).

1. **Scope of Work.** The Consultant agrees to provide the professional services described in **Exhibit A** (“Work”) which is attached to this Agreement and incorporated by this reference. All Work provided by Consultant under this Agreement shall be provided in a manner consistent with the level of care and skill ordinarily exercised by professional consultants currently providing similar services.
2. **Term and Termination.** The term of this Agreement will commence on September 22nd, 2025. Unless extended by written agreement of the Parties, this Agreement will terminate no later than December 31, 2027, or upon completion of the Work, whichever occurs first. Such extension may be approved by the Public Works Director, or their designee. This Agreement may be terminated earlier by the City with or without cause, by delivering, a written notice at least thirty (30) days prior to the date of such termination to Consultant. The date of termination shall be stated in the notice. Upon termination the Consultant shall be paid for services rendered and eligible reimbursable expenses incurred by the Consultant through and until the date of termination. If the City terminates this Agreement for cause, the notice shall so-state, and no further payment shall be due to the Consultant following the delivery of the termination notice.
3. **Compensation for Work.** The City agrees to compensate Consultant the in accordance with **Exhibit A** attached hereto for the Work. Any changes in the Work which may result in an increase to the compensation due the Consultant shall require prior written approval of the City.
4. **Method of Payment.** Following the conclusion of each calendar month, Consultant must submit an itemized invoice detailing actual hours worked and actual expenses incurred for Work performed under this Agreement during the previous month. Invoices submitted shall be paid in the same manner as other claims made to the City. Invoices shall contain the following:
 - a. For compensation based on hours worked by various individuals, for each individual, their name, job title, the number of hours worked, rate of pay and description of the Work performed. For reimbursable expenses an itemized listing including, as applicable, receipts for such expenses.
 - b. Upon request of the City, Consultant must also provide the City’s project number, a progress summary showing the original (or amended) amount of the Agreement, the current billing, past payments, the unexpended balance due under the Agreement.
5. **Representatives and Notices:** The below-named individuals will act as the representatives of the Parties with respect to the work to be performed under this Agreement. Any termination notice issued under this Agreement shall be either hand delivered or sent by U.S. Mail to the below-named individuals:

To City:

City of Roseville
Attn: Erik Henriksen, Asst. City Eng.
2660 Civic Center Drive
Roseville, MN 55113

To Consultant:

Bolton & Menk, Inc.
Attn: Jacob Humberg, Project Manager
12224 Nicollet Avenue
Burnsville, MN 55337-1649

6. Assignment or Subcontracting. Unless noted otherwise in Exhibit A, the Consultant shall not assign or enter into subcontracts for services provided under this Agreement without the written consent of the City. If subcontracts are approved and entered into, the Consultant shall promptly pay any subcontractor involved in the performance of this Agreement as required by, and the Contractor shall otherwise comply with, the State Prompt Payment Act.

7. Independent Contractor. All Work provided pursuant to this Agreement shall be provided by Contractor as an independent contractor and not as an employee of the City for any purpose. Any and all officers, employees, subcontractors, and agents of Contractor, or any other person engaged by Contractor in the performance of the Work pursuant to this Agreement, shall not be considered employees of the City. Contractor, its employees, subcontractors, or agents shall not be entitled to any of the rights, privileges, or benefits of the City's employees, except as otherwise stated herein.

8. Annual Review. Following the anniversary date of each year of this Agreement, the City shall have the right to conduct a review of the performance of the Work performed by the Contractor under this Agreement. The Contractor agrees to cooperate in such review and to provide such information as the City may reasonably request. Following each performance review the Parties shall, if requested by the City, meet and discuss the performance of the Contractor relative to the remaining Work to be performed by the Contractor under this Agreement.

9. Compliance with Laws and Regulations. The Contractor shall comply with all federal, state and local laws, statutes, ordinances, rules and regulations in the performance of the Work.

10. Non-Discrimination. During the performance of this Agreement, the Contractor shall not discriminate against any person, contractor, vendor, employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age. The Contractor shall post in places available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause and stating that all qualified applicants will receive consideration for employment. The Contractor shall incorporate the foregoing requirements in all of its subcontracts for Work done under this Agreement and will require all of its subcontractors performing such Work to incorporate such requirements in all subcontracts for the performance of the Work. The Contractor further agrees to comply with all aspects of the Minnesota Human Rights Act, Minnesota Statutes 363.01, et. seq., Title VI of the Civil Rights Act of 1964, and the Americans with Disabilities Act.

11. Data Practices Act Compliance. Contractor acknowledges that all data provided, produced, or obtained under this Agreement shall be protected, maintained, and administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (the “Act”), and that with regard to such data Contractor must comply with the Act as if it were a government entity. Contractor will immediately report to the City any requests from third Parties for information relating to this Agreement.

12. Audit Disclosure. Under Minn. Stat. § 16C.05, subd. 5, Contractor’s books, records, documents, and accounting procedures and practices relevant to this Agreement, including books and records of any approved subcontractors, are subject to examination by the City and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years after the termination of this Agreement.

13. Indemnification. The Contractor agrees to defend, indemnify and hold the City, and its mayor, councilmembers, officers, agents, employees, and representatives harmless from and against all liability, claims, damages, costs, judgments, losses and expenses, including but not limited to reasonable attorney’s fees, arising out of or resulting from any negligent or wrongful act or omission of the Contractor, its officers, agents, employees, contractors and/or subcontractors, pertaining to the performance or failure to perform the Work. Nothing herein shall be construed as a limitation on or waiver of any immunities or limitations on liability available to the City under Minnesota Statutes, Chapter 466, or other law.

14. Insurance. Prior to starting the Work and during the full term of this Agreement, the Contractor shall procure and maintain, at Contractor’s expense, as follows:

- a. Workers Compensation insurance for all employees performing Work under this agreement in accordance with Minnesota law. The Contractor shall also provide Employer’s Liability Insurance with minimum limits as follows:

- \$500,000 – Bodily Injury by Disease per employee
- \$500,000 – Bodily Injury by Disease aggregate
- \$500,000 – Bodily Injury by Accident

If Minnesota Statutes, Section 176.041 exempts the Contractor from Workers’ Compensation insurance, the Contractor must provide a written statement, signed by an authorized representative, indicating the qualifying exemption that excludes the Contractor from the Minnesota Workers’ Compensation requirements.

- b. Professional/Technical (Errors and Omissions) Liability Insurance

For contractors providing professional services as determined by the City, the Contractor is required to maintain Professional Liability (Errors and Omissions) Insurance that provides coverage for all claims the Contractor may become legally obligated to pay resulting from any actual or alleged negligent act, error, or omission related to the Contractor’s professional services required under the contract.

The Contractor is required to carry the following minimum limits:

- \$2,000,000 – per occurrence
- \$2,000,000 – annual aggregate

The retroactive or prior acts date of such coverage shall not be after the effective date of the contract and the Contractor shall maintain such insurance for a period of at least two (2) years, following completion of the work. If such insurance is discontinued, extended reporting period coverage must be obtained by the Contractor to fulfill this requirement.

- c. Commercial General Liability Insurance: The Contractor is required to maintain Commercial General Liability Insurance protecting it from claims for damages for bodily injury, including death, and from claims for property damage, which may arise from operations under the contract. This policy shall have no coverages removed by endorsement. Insurance minimum limits are as follows:

- \$1,500,000 – per occurrence
- \$2,000,000 – annual aggregate
- \$2,000,000 – annual aggregate – Products/Completed Operations

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

The City, including its elected and appointed officials, employees, and agents, must be endorsed as an Additional Insured using ISO Form CG 20 10 or equivalent for Ongoing Operations and ISO Form CG 20 37 or equivalent for Products/Completed Operations.

- d. Business Automobile Liability Insurance.

The Contractor is required to maintain Business Automobile Liability Insurance protecting it from claims for damages for bodily injury, including death, and from claims for property damage resulting from the ownership, operation, maintenance or use of all autos which may arise from operations under the contract. Insurance minimum limits are as follows:

- \$1,000,000 – per occurrence Combined Single Limit for Bodily Injury and Property Damage
- The following coverages shall be included: Owned, Hired, and Non-owned Automobiles.

e. Additional Insurance conditions:

- The Contractor's policies shall be primary insurance and non-contributory to any other valid and collectible insurance available to the City with respect to any claim arising out of the Contractor's performance under the contract.
- An Umbrella or Excess Liability insurance policy may be used to supplement the Contractor's policy limits to satisfy the full policy limits required by the contract.
- All insurance shall be provided on an occurrence basis and not on a claims-made basis, except professional liability insurance or other coverage not reasonably available on an occurrence basis; provided that all such claims-made coverage is subject to the approval of the City Attorney.
- Any insurance limits in excess of the minimum limits shall be available to the City.
- All policies, except professional liability, shall be endorsed with a waiver of subrogation in favor of the City, including its elected and appointed officials, employees, and agents for losses arising from activities under the contract.
- Deductibles and self-insured retentions must be declared to and approved by the City. The City may require the Contractor to provide proof of ability to pay losses and related expenses within the deductible and retention.
- The Contractor is required to submit a Certificates of Insurance acceptable to the City as evidence of the required insurance coverage requirements.
- The 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' written notice for non-payment of premium.
- The Contractor is responsible to review and ensure all subcontractors comply with the insurance provisions contained herein and said insurance is maintained as specified.
- If the City authorizes the Contractor to be self-insured, a Certificate of Self-Insurance must be attached.
- The Contractor shall obtain insurance policies from insurance companies having an "AM BEST" rating of A- (minus); Financial Size Category (FSC) VII or better, and authorized to do business in the State of Minnesota, or as approved by the City.
- The City reserves the right to immediately terminate the contract if the Contractor is not in compliance with the insurance requirements and retains all rights to pursue any legal remedies against the Contractor.
- All insurance policies must be open to inspection by the City, and copies of policies must be submitted to the City's authorized representative upon written request.

- The City's failure to approve or disapprove the Contractor's policies or certificates shall not relieve the Contractor of full responsibility to maintain the required insurance.
- If the coverage period shown on the Contractor's current certificate of insurance ends during the duration of the project, the Contractor must, prior to the end of the coverage period, obtain a new certificate of insurance showing that coverage has been extended.
- No representation is made that the minimum insurance requirements are sufficient to cover the obligations of the Contractor under the contract.
- Contractor must provide a copy of: (i) a certification of insurance satisfactory to the City, and (ii) if requested, the Contractor's insurance declaration page, riders and/or endorsements, as applicable, which evidences the compliance with this Paragraph, must be filed with the City prior to the start of Contractor's Work. Such documents evidencing insurance shall be in a form acceptable to the City and shall provide satisfactory evidence that the Contractor has complied with all insurance requirements.

15. Ownership of Documents. All plans, diagrams, analysis, reports and information generated in connection with the performance of this Agreement (the "Information") shall become the property of the City, but the Contractor may retain copies of such documents as records of the services provided. The City may use the Information for any reasons it deems appropriate without being liable to the Contractor for such use. The Contractor shall not use or disclose the Information for purposes other than performing the Work contemplated by this Agreement without the prior consent of the City.

16. Conflicts. No salaried officer or employee of the City and no member of the City Council of the City shall have a financial interest, direct or indirect, in this Agreement. The violation of this provision shall render this Agreement void.

17. Waiver. Any waiver by either Party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement or either Parties' ability to enforce a subsequent breach.

18. Governing Law. This Agreement shall be controlled by the laws of the State of Minnesota. Any disputes, controversies, or claims arising under this Agreement shall be heard in the state or federal courts of Minnesota and the Parties waive any objections to jurisdiction.

19. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be considered an original.

20. Severability. The provisions of this Agreement are severable. If any portion hereof is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision shall not affect the remaining provisions of this Agreement.

21. Entire Agreement. Unless stated otherwise in this, the entire agreement of the Parties is contained in this Agreement. This Agreement supersedes all prior oral agreements and negotiations between the Parties relating to the subject matter hereof as well as any previous agreements presently in effect between the Parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the Parties, unless otherwise provided herein. Any modification of this agreement may be approved in writing by the Public Works Director, or their designee.

(The remainder of this page has intentionally been left blank.)

IN WITNESS WHEREOF, the undersigned Parties have entered into this Agreement as of the date set forth above.

CITY OF ROSEVILLE

BOLTON & MENK, INC.

By: _____
Daniel J. Roe, Mayor

By: _____
Its: _____

By: _____
Patrick Trudgeon, City Manager

By: _____
Its: _____



Real People. Real Solutions.

EXHIBIT A

12224 Nicollet Avenue
Burnsville, MN 55337-1649

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

September 12, 2025

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

Re: Cohansey Lift Station (City Project 25-12)
Roseville, Minnesota

Dear Mr. Henriksen,

Thank you for providing us with the opportunity to assist you with the evaluation and rehabilitation of the Cohansey Lift Station. Bolton & Menk has the technical expertise, experience and resources to complete this project for the city and we appreciate your consideration.

The Cohansey Lift Station is an existing sanitary sewer pumping station located along Cohansey Boulevard in the southeast portion of Roseville. Based on the information provided, the station appears to have a similar layout to Roseville's Galtier and Dale/Owasso lift stations, both rehabilitated in recent years. It is assumed that the station was constructed at the same time, and consists of a single rectangular structure split into a wet well and valve vault. Based on our understanding, the project will consist of the following major components:

- Replacement of existing pumps
- Replacement of existing controls & SCADA
- Replacement of existing valves and possibly internal piping
- New coatings for the wet well and all lift station piping
- Installation of a new permanent backup generator

The project will include three (3) main phases, the components of which are summarized below:

Phase 1 – Preliminary Design

- Kickoff meeting on-site with the City of Roseville to discuss project and take pictures of station
- Review existing station & site data (surveys, preliminary plans/as-builts, station pump and flow info, etc.) provided by the City
- Determine final scope of work and feasibility of the project, identify any major challenges, and summarize the proposed project in a short technical memo

Phase 2 – Final Design

- Prepare final project documents (plans and specifications), with city review/input
- Prepare engineer's opinion of probable construction cost
- Advertise and bid project

Phase 3 - Construction

- Perform construction administration duties
- Review shop drawings
- Perform construction observation
- Coordinate and oversee start-up services
- Create record drawings

We plan to use a project team similar to those that we have assembled for past lift station projects completed for the City of Roseville. Jacob Humburg, P.E., will serve as the project manager, designer, and primary contact for Bolton & Menk. Seth Peterson, P.E., will provide technical support as needed throughout the project. Barr Engineering will provide the electrical and controls engineering for the project. This same team has completed seven (7) sanitary lift station projects for Roseville in the last 10 years, and will be highly effective and efficient in accounting for the city's standards and requirements.

Preliminary and final design for the project is to take place through the rest of 2025, with construction proceeding from early 2026 through summer or fall, depending on the critical time path determined during design. Lead times for major project equipment can affect the project schedule, in particular if the city prefers a natural gas generator. If needed, it would be possible to start up the new station initially without the generator, as was done with the Dale/Owasso Lift Station this summer.

We propose to complete the above design and construction phase services for a total estimated fee of \$62,000, which is based on the project scope described above and in the RFP. The following is a summary of our fees:

Design Phase

Preliminary Design Phase.....	\$7,500
Final Design Phase	<u>\$20,500</u>
Design Subtotal	\$28,000

Construction Phase

Construction Administration.....	\$12,000
Construction Observation.....	\$16,000
Record Drawings	<u>\$2,000</u>
Construction Subtotal (Estimated)	\$30,000

Total Estimated Fee..... \$58,000

The Design Phase would be billed on an hourly, not-to-exceed basis. Because the engineer has no direct control over the scheduling or operations of the project contractor, Construction Phase services described in this letter are estimated based on similar projects and are proposed to be provided on an hourly basis at the rates noted. Neither fee would be exceeded without communication and agreement with the City of Roseville.

Mr. Erik Henricksen
Date: September 12, 2025
Page: 3

We do not expect there to be any permit fees required for this project since this is an existing lift station and no increase in capacity was noted. However, should any permits be required, Bolton & Menk will assist the city in the application process and the permit application fees shall be the responsibility of the city.

Thank you for the opportunity to present this proposal letter and we look forward to working with you and your staff on the Cohansey Lift Station project. If you need any additional information or have any questions on the above, please do not hesitate to give me a call at (612) 751-9227.

Respectfully submitted,

Bolton & Menk, Inc.

A handwritten signature in blue ink, appearing to read "Jacob Humburg".

Jacob Humburg, P.E.

Water/Wastewater Project Manager | Principal



August 27, 2025

Jake Humburg
Bolton & Menk, Inc.
12224 Nicollet Ave.
Burnsville MN 55337-1649

RE: Request for Proposal – Cohansey Lift Station Project 25-12

Jake Humburg:

The City of Roseville requests a proposal for professional services on the Cohansey Lift Station Project, 25-12. The lift station is located on City-owned property at 2055 Cohansey Boulevard. Please see the enclosed excerpt from 2015 RV Lift Station Needs Report for reference on the project. The project shall include the following principal work items:

- Replace Pumps
- Replace Controls
- Replace Gate Valves and Check Valves
- Install Permanent Generator
- Install Protective Coating for Wet Well
- Install Pole for SCADA & Meter Collector

The proposal shall include the following services:

1. Preliminary Design – Feasibility Study, Survey (as needed)
2. Final Design – Prepare plans and specifications, cost estimates and bidding services
3. Construction Admin/Observation – High-level cost estimate, this service would be updated and approved separately prior to construction

The proposed schedule for the project would have bidding in early 2026 for construction in 2026, dependent on contractor's schedule for materials procurement.

Roseville's standard Professional Services Agreement form is also enclosed for review. Please submit your proposal by Friday September 12, 2025, to Erik Henricksen at erik.henricksen@cityofroseville.com.

Thank you,

Erik Henricksen
Assistant City Engineer
651-792-7048

Encl. 2015 RV Lift Station Needs Report (excerpt)
Professional Services Agreement



Foth Infrastructure & Environment, LLC
Eagle Point II • 8550 Hudson Blvd. North, Suite 105
Lake Elmo, MN 55042
(651) 288-8550 • Fax: (651) 288-8551
www.foth.com

February 27, 2015

TO: Paul Coone, City of Roseville, Minnesota

CC: Duane Schwarz, City of Roseville
Marc Culver, City of Roseville
Tom Madigan, Foth Infrastructure & Environment, LLC (Foth)

FR: Tim Stockman, Foth 

RE: City of Roseville Lift Station Capital Improvements Plan (Foth Project No. 14R013)

A. Introduction

The City of Roseville directed Foth to prepare a capital improvements plan for the City Sanitary Sewer Lift Stations, and one stormwater lift station. The purpose was to assign a priority and determine what the needs and projected costs for improvements to each lift station. The information in this document will be used when budgeting for collection system/lift station improvement projects over the next five to ten years. There were nine (9) total sanitary stations reviewed, and one (1) stormwater station considered, listed below in order of priority:

Roseville Lift Stations - Location

1. Cleveland – 3033 Cleveland Avenue
2. Lounge – 1610 County Road 2
3. Galtier Street– 2910 Galtier St.
4. Dale Street – 625 South Owasso Blvd.
5. Long Lake – 3050 Long Lake Rd.
6. Fernwood – 1680 Fernwood Street
7. Cohansey – 2013 Cohansey Blvd
8. Center Street – 201 Center Street
9. Brenner – 3015 Lexington Avenue
10. Walsh – Midland Hill (Stormwater)

Attached is a map with the locations of the above Lift Stations highlighted. Along with summary opinion of probable cost (OPC) sheets for each lift station.

After reviewing the City files on each lift station and discussing the needs with City Representatives, we have prepared the following findings and need assessment for each lift station. The cost opinion(s) are budget pricing based on 2014-15 costs. We used pricing from General Repair Service for new pumps. The pricing was prepared as if each lift station would be designed and bid independently with 15% contingency and 18% engineering costs. If multiple stations were included under one project some of the mobilization costs and other costs may be reduced due to the size and scope of the project.

B. Needs Assessment Summary & Data Sheet

1. Cleveland Lift Station

The Cleveland lift station was ranked first in priority due to the age and capacity of the system. Proposed improvements would include converting this station from a flooded suction dry pit station, to an above-ground retrievable submersible pump station. This will eliminate staff from needing to enter a confined space area to service the pumps. Costs were included for replacing the dry-pit pumps with new submersible pumps, a new larger diameter wet well to house the pumps, new controls, land acquisition for the new structure, and a future generator.

Other costs include bypass pumping during the install of the new system, dewatering for install of the new wet well, new check and gate valves to isolate each pump, demolition of the existing station, tie-in to the existing forcemain, and restoration of the disturbed areas. The existing SCADA system was updated in 2006 and pricing was not included for replacement.

Total OPC: \$521,088

2. Lounge Lift Station

Some of the key elements at the Lounge lift station were the condition of the existing hardware, guard rails, base elbows, and valves. This station had new pumps installed in 2008, but the internal hardware and piping/fittings are in need of replacement. The telemetry was also updated in 2007 and will be reused, but the control cabinet/controls should be replaced during any improvements. This station is a relatively deep station with nearby senior residence homes and a higher flow, so bypass pumping was included for any work done within the wet well. A new generator was budgeted for the future. There appears to be sufficient room on the existing site to place a new generator, so no land acquisition or easements were included.

Total OPC: \$339,929

3. Galtier Lift Station

Galtier was the first priority in providing a generator for backup power. The City should confirm there is sufficient space for placing the new generator at the existing site. During design and sizing of replacement pumps, consider the current run times for the 25 Hp pumps, and evaluate if smaller flow pumps would be a better fit here. The existing structure(s), wet well and valve vault will be reused, however bypass pumping will be necessary during the improvements. The OPC includes costs for similar pumps, new controls, a generator, site lighting, replacing valves and other hardware, coating the existing concrete and pipe, demolition of the existing, and minor restoration.

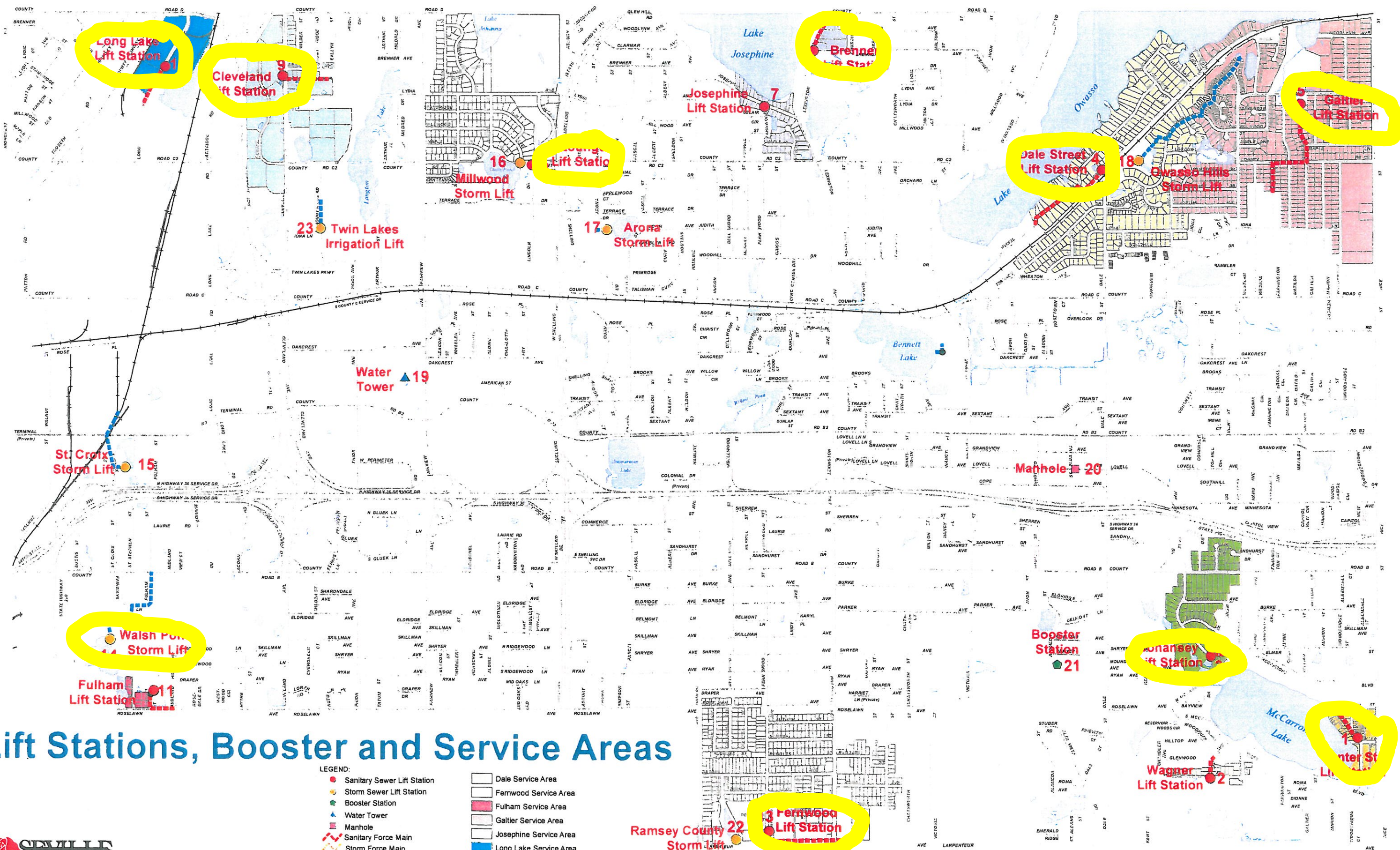
Total OPC: \$532,623

C. Opinion of Probable Cost Summary

Attached is the Engineer Opinion of Probable Cost for each lift station named in the above needs assessment. Below is a summary of those costs for all lift stations evaluated. At the time of design or implementing the improvements, a more detailed cost opinion will be necessary.

Feel free to contact Foth with any questions or comments to the information in this report. Contact Tim Stockman or Tom Madigan at 651-288-8550.

Lift Station	Engineer OPC
1. Cleveland	\$521,088
2. Lounge	\$339,929
3. Galtier	\$532,623
4. Dale	\$448,489
5. Long Lake	\$327,716
6. Fernwood	\$511,589
7. Cohansey	\$261,223
8. Center	\$234,083
9. Brenner	\$200,836
10. Walsh	\$362,319



Lift Stations, Booster and Service Areas

LEGEND:

- Sanitary Sewer Lift Station
- Storm Sewer Lift Station
- Booster Station
- ▲ Water Tower
- Manhole
- Sanitary Force Main
- Storm Force Main
- Brenner Service Area
- Center Service Area
- Cleveland Service Area
- Cohansy Service Area

- Dale Service Area
- Fernwood Service Area
- Fulham Service Area
- Galtier Service Area
- Josephine Service Area
- Long Lake Service Area
- Lounge Service Area
- Paper Cal Service Area
- Wagner Service Area

Ramsey County 22 Storm Lift

Data Sources and Contacts:

* Ramsey County GIS Base Map (12/02/13)
 * City of Roseville Community Development
 For further information regarding the contents of this map contact:
 City of Roseville, Engineering Department,
 2680 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 existing measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-480-2219. This 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 when arise out of the user's access or use of data provided.

0 500 1000 1500 2000 Feet

mapdoc: LiftStations_Booster.mxd
 map: LiftStations_Booster.pdf

LIFT STATION IMPROVEMENTS

OPINION OF PROBABLE COST

City of Roseville, MN

PREPARED BY: Foth Infrastructure, LLC

Tim Stockman

Updated

Date: 2/15/2015

Priority

7/10

Cohansey - 2013 Cohansey Blvd

NEEDS - Replace Pumps, controls, and valves

Costs include new submersible pumps, controls, valves, sealing the existing structures

Re-use the existing structures, new valves, reuse existing SCADA

Considered Gorman-Rupp pumps for cost opinion (OPC)

Assumptions:

Existing submersible reuse the existing structure, 200 gpm @ 24ft TDH

Existing land available for any modifications

I/I issues, drain valve vault to wet well. Use existing 3Ph, 240V

ITEM	UNIT	QUANTITY	UNIT PRICE	COST
MOBILIZATION	L.S.	1	\$ 5,000	\$ 5,000
NEW PUMPS, DUPLEX SYSTEM, 5 Hp ea	L.S.	1	\$ 25,000	\$ 25,000
SEALING STRUCTURES AND DRAIN FROM VALVE VAULT	L.S.	1	\$ 18,000	\$ 18,000
NEW CONTROLS	L.S.	1	\$ 75,000	\$ 75,000
VALVES - GATE/CHECK	L.S.	1	\$ 35,000	\$ 35,000
HARDWARE REPLACEMENT	L.S.	1	\$ 12,000	\$ 12,000
DEMO, SALVAGE, AND ABANDON EXISTING	L.S.	1	\$ 15,000	\$ 15,000
RESTORATION	L.S.	1	\$ 7,500	\$ 7,500
SUBTOTAL				\$ 192,500.00
CONTINGENCY (15%)				\$ 28,875.00
ENGINEERING (18%)				\$ 39,847.50
TOTAL COST OPINION LIFT STATION IMPROVEMENTS				\$ 261,222.50



**CITY OF ROSEVILLE
PROFESSIONAL SERVICES AGREEMENT**

This Professional Services Agreement (“Agreement”) is made on the _____ day of 20____, between the City of Roseville, a Minnesota municipal corporation (the “City”), and [NAME OF CONSULTANT] ,a [TYPE OF ENTITY] (the “Consultant”, each a “Party” and together the “Parties”).

1. Scope of Work. The Consultant agrees to provide the professional services described in **Exhibit A** (“Work”) which is attached to this Agreement and incorporated by this reference. All Work provided by Consultant under this Agreement shall be provided in a manner consistent with the level of care and skill ordinarily exercised by professional consultants currently providing similar services.

2. Term and Termination. The term of this Agreement will commence on [DATE]. Unless extended by written agreement of the Parties, this Agreement will terminate no later than [DATE], or upon completion of the Work, whichever occurs first. Such extension may be approved by the Public Works Director, or their designee. This Agreement may be terminated earlier by the City with or without cause, by delivering, a written notice at least thirty (30) days prior to the date of such termination to Consultant. The date of termination shall be stated in the notice. Upon termination the Consultant shall be paid for services rendered and eligible reimbursable expenses incurred by the Consultant through and until the date of termination. If the City terminates this Agreement for cause, the notice shall so-state, and no further payment shall be due to the Consultant following the delivery of the termination notice.

3. Compensation for Work. The City agrees to compensate Consultant the in accordance with **Exhibit B** attached hereto for the Work. Any changes in the Work which may result in an increase to the compensation due the Consultant shall require prior written approval of the City.

4. Method of Payment. Following the conclusion of each calendar month, Consultant must submit an itemized invoice detailing actual hours worked and actual expenses incurred for Work performed under this Agreement during the previous month. Invoices submitted shall be paid in the same manner as other claims made to the City. Invoices shall contain the following:

a. For compensation based on hours worked by various individuals, for each individual, their name, job title, the number of hours worked, rate of pay and description of the Work performed. For reimbursable expenses an itemized listing including, as applicable, receipts for such expenses.

b. Upon request of the City, Consultant must also provide the City’s project number, a progress summary showing the original (or amended) amount of the Agreement, the current billing, past payments, the unexpended balance due under the Agreement.

5. Representatives and Notices: The below-named individuals will act as the representatives of the Parties with respect to the work to be performed under this Agreement. Any termination

notice issued under this Agreement shall be either hand delivered or sent by U.S. Mail to the below-named individuals:

To City:

City of Roseville
Attn: [NAME, TITLE]
2660 Civic Center Drive
Roseville, MN 55113

To Consultant:

Attn: _____

6. Assignment or Subcontracting. Unless noted otherwise in Exhibit A, the Consultant shall not assign or enter into subcontracts for services provided under this Agreement without the written consent of the City. If subcontracts are approved and entered into, the Consultant shall promptly pay any subcontractor involved in the performance of this Agreement as required by, and the Contractor shall otherwise comply with, the State Prompt Payment Act.

7. Independent Contractor. All Work provided pursuant to this Agreement shall be provided by Contractor as an independent contractor and not as an employee of the City for any purpose. Any and all officers, employees, subcontractors, and agents of Contractor, or any other person engaged by Contractor in the performance of the Work pursuant to this Agreement, shall not be considered employees of the City. Contractor, its employees, subcontractors, or agents shall not be entitled to any of the rights, privileges, or benefits of the City's employees, except as otherwise stated herein.

8. Annual Review. Following the anniversary date of each year of this Agreement, the City shall have the right to conduct a review of the performance of the Work performed by the Contractor under this Agreement. The Contractor agrees to cooperate in such review and to provide such information as the City may reasonably request. Following each performance review the Parties shall, if requested by the City, meet and discuss the performance of the Contractor relative to the remaining Work to be performed by the Contractor under this Agreement.

9. Compliance with Laws and Regulations. The Contractor shall comply with all federal, state and local laws, statutes, ordinances, rules and regulations in the performance of the Work.

10. Non-Discrimination. During the performance of this Agreement, the Contractor shall not discriminate against any person, contractor, vendor, employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age. The Contractor shall post in places available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause and stating that all qualified applicants will receive consideration for employment. The Contractor shall incorporate the foregoing requirements in all of its subcontracts for Work done under this Agreement and will require all of its subcontractors performing such Work to incorporate such requirements in all subcontracts for the performance of the Work. The Contractor further agrees to comply with all aspects of the Minnesota Human Rights Act, Minnesota Statutes 363.01, et. seq., Title VI of the Civil Rights Act of 1964, and the Americans with Disabilities Act.

11. Data Practices Act Compliance. Contractor acknowledges that all data provided, produced, or obtained under this Agreement shall be protected, maintained, and administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (the “Act”), and that with regard to such data Contractor must comply with the Act as if it were a government entity. Contractor will immediately report to the City any requests from third Parties for information relating to this Agreement.

12. Audit Disclosure. Under Minn. Stat. § 16C.05, subd. 5, Contractor’s books, records, documents, and accounting procedures and practices relevant to this Agreement, including books and records of any approved subcontractors, are subject to examination by the City and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years after the termination of this Agreement.

13. Indemnification. The Contractor agrees to defend, indemnify and hold the City, and its mayor, councilmembers, officers, agents, employees, and representatives harmless from and against all liability, claims, damages, costs, judgments, losses and expenses, including but not limited to reasonable attorney’s fees, arising out of or resulting from any negligent or wrongful act or omission of the Contractor, its officers, agents, employees, contractors and/or subcontractors, pertaining to the performance or failure to perform the Work. Nothing herein shall be construed as a limitation on or waiver of any immunities or limitations on liability available to the City under Minnesota Statutes, Chapter 466, or other law.

14. Insurance. Prior to starting the Work and during the full term of this Agreement, the Contractor shall procure and maintain, at Contractor's expense, as follows:

- a. Workers Compensation insurance for all employees performing Work under this agreement in accordance with Minnesota law. The Contractor shall also provide Employer’s Liability Insurance with minimum limits as follows:
 - \$500,000 – Bodily Injury by Disease per employee
 - \$500,000 – Bodily Injury by Disease aggregate
 - \$500,000 – Bodily Injury by Accident

If Minnesota Statutes, Section 176.041 exempts the Contractor from Workers’ Compensation insurance, the Contractor must provide a written statement, signed by an authorized representative, indicating the qualifying exemption that excludes the Contractor from the Minnesota Workers’ Compensation requirements.

- b. Professional/Technical (Errors and Omissions) Liability Insurance

For contractors providing professional services as determined by the City, the Contractor is required to maintain Professional Liability (Errors and Omissions) Insurance that provides coverage for all claims the Contractor may become legally obligated to pay resulting from any actual or alleged negligent act, error, or

omission related to the Contractor's professional services required under the contract.

The Contractor is required to carry the following minimum limits:

- \$2,000,000 – per occurrence
- \$2,000,000 – annual aggregate

The retroactive or prior acts date of such coverage shall not be after the effective date of the contract and the Contractor shall maintain such insurance for a period of at least two (2) years, following completion of the work. If such insurance is discontinued, extended reporting period coverage must be obtained by the Contractor to fulfill this requirement.

- c. Commercial General Liability Insurance: The Contractor is required to maintain Commercial General Liability Insurance protecting it from claims for damages for bodily injury, including death, and from claims for property damage, which may arise from operations under the contract. This policy shall have no coverages removed by endorsement. Insurance minimum limits are as follows:

- \$1,500,000 – per occurrence
- \$2,000,000 – annual aggregate
- \$2,000,000 – annual aggregate – Products/Completed Operations

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

The City, including its elected and appointed officials, employees, and agents, must be endorsed as an Additional Insured using ISO Form CG 20 10 or equivalent for Ongoing Operations and ISO Form CG 20 37 or equivalent for Products/Completed Operations.

- d. Business Automobile Liability Insurance.

The Contractor is required to maintain Business Automobile Liability Insurance protecting it from claims for damages for bodily injury, including death, and from claims for property damage resulting from the ownership, operation, maintenance or use of all autos which may arise from operations under the contract. Insurance minimum limits are as follows:

- \$1,000,000 – per occurrence Combined Single Limit for Bodily Injury and Property Damage

- The following coverages shall be included: Owned, Hired, and Non-owned Automobiles.
- e. Additional Insurance conditions:
- The Contractor's policies shall be primary insurance and non-contributory to any other valid and collectible insurance available to the City with respect to any claim arising out of the Contractor's performance under the contract.
 - An Umbrella or Excess Liability insurance policy may be used to supplement the Contractor's policy limits to satisfy the full policy limits required by the contract.
 - All insurance shall be provided on an occurrence basis and not on a claims-made basis, except professional liability insurance or other coverage not reasonably available on an occurrence basis; provided that all such claims-made coverage is subject to the approval of the City Attorney.
 - Any insurance limits in excess of the minimum limits shall be available to the City.
 - All policies, except professional liability, shall be endorsed with a waiver of subrogation in favor of the City, including its elected and appointed officials, employees, and agents for losses arising from activities under the contract.
 - Deductibles and self-insured retentions must be declared to and approved by the City. The City may require the Contractor to provide proof of ability to pay losses and related expenses within the deductible and retention.
 - The Contractor is required to submit a Certificate of Insurance acceptable to the City as evidence of the required insurance coverage requirements.
 - The 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' written notice for non-payment of premium.
 - The Contractor is responsible to review and ensure all subcontractors comply with the insurance provisions contained herein and said insurance is maintained as specified.
 - If the City authorizes the Contractor to be self-insured, a Certificate of Self-Insurance must be attached.
 - The Contractor shall obtain insurance policies from insurance companies having an "AM BEST" rating of A- (minus); Financial Size Category (FSC) VII or better, and authorized to do business in the State of Minnesota, or as approved by the City.
 - The City reserves the right to immediately terminate the contract if the Contractor is not in compliance with the insurance requirements and retains all rights to pursue any legal remedies against the Contractor.

- All insurance policies must be open to inspection by the City, and copies of policies must be submitted to the City's authorized representative upon written request.
- The City's failure to approve or disapprove the Contractor's policies or certificates shall not relieve the Contractor of full responsibility to maintain the required insurance.
- If the coverage period shown on the Contractor's current certificate of insurance ends during the duration of the project, the Contractor must, prior to the end of the coverage period, obtain a new certificate of insurance showing that coverage has been extended.
- No representation is made that the minimum insurance requirements are sufficient to cover the obligations of the Contractor under the contract.
- Contractor must provide a copy of: (i) a certification of insurance satisfactory to the City, and (ii) if requested, the Contractor's insurance declaration page, riders and/or endorsements, as applicable, which evidences the compliance with this Paragraph, must be filed with the City prior to the start of Contractor's Work. Such documents evidencing insurance shall be in a form acceptable to the City and shall provide satisfactory evidence that the Contractor has complied with all insurance requirements.

15. Ownership of Documents. All plans, diagrams, analysis, reports and information generated in connection with the performance of this Agreement (the "Information") shall become the property of the City, but the Contractor may retain copies of such documents as records of the services provided. The City may use the Information for any reasons it deems appropriate without being liable to the Contractor for such use. The Contractor shall not use or disclose the Information for purposes other than performing the Work contemplated by this Agreement without the prior consent of the City.

16. Conflicts. No salaried officer or employee of the City and no member of the City Council of the City shall have a financial interest, direct or indirect, in this Agreement. The violation of this provision shall render this Agreement void.

17. Waiver. Any waiver by either Party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement or either Parties' ability to enforce a subsequent breach.

18. Governing Law. This Agreement shall be controlled by the laws of the State of Minnesota. Any disputes, controversies, or claims arising under this Agreement shall be heard in the state or federal courts of Minnesota and the Parties waive any objections to jurisdiction.

19. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be considered an original.

20. Severability. The provisions of this Agreement are severable. If any portion hereof is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision shall not affect the remaining provisions of this Agreement.

21. Entire Agreement. Unless stated otherwise in this, the entire agreement of the Parties is contained in this Agreement. This Agreement supersedes all prior oral agreements and negotiations between the Parties relating to the subject matter hereof as well as any previous agreements presently in effect between the Parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the Parties, unless otherwise provided herein. Any modification of this agreement may be approved in writing by the Public Works Director, or their designee.

(The remainder of this page has intentionally been left blank.)

IN WITNESS WHEREOF, the undersigned Parties have entered into this Agreement as of the date set forth above.

CITY OF ROSEVILLE

[COMPANY]

By: _____
Daniel J. Roe, Mayor

By: _____
Its: _____

By: _____
Patrick Trudgeon, City Manager

By: _____
Its: _____

EXHIBIT A

WORK

The Contractor shall perform the following Work at the following locations:

EXHIBIT B

COMPENSATION

** Must include list of reimbursable expenses or statement that no expenses are eligible for reimbursement.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/22/2025
Item No.: 12.d.

Department Approval



City Manager Approval



Item Description: Approve Professional Services Agreement for Sanitary and Storm Sewer Lift Station Condition Assessment Services

Background

The City of Roseville issued a Request for Proposals (RFP) seeking qualified consultants to provide professional engineering services for a condition assessment of the City's sanitary and storm sewer lift stations. The scope of work includes site inspections, structural evaluations, pump performance assessments, review of electrical and control systems, and the development of a standardized rating system. The results will provide a 10-year prioritized recommendation list and cost estimates for rehabilitation or replacement projects to be incorporated into the City's Capital Improvement Program.

In response to the RFP, the City received three proposals from qualified firms. A review committee consisting of City staff evaluated the proposals based on the evaluation criteria outlined in the RFP (Attachment 2), including relevant experience, project approach, qualifications, and cost. Following review and discussion, the committee selected Bolton & Menk, Inc. as the highest scoring proposer. A breakdown of final scores can be seen below:

Average Scores			
Consultant	Bolton-Menk	HRG	KH
Firms Experience (20)	20%	19%	19%
Methodology (25)	22%	20%	23%
Completeness (5)	5%	5%	5%
Fee Proposal (45)	45%	31%	21%
References (5)	5%	4%	4%
Total Score (100)	96%	78%	71%

Policy Objectives

It is City policy to keep City-owned infrastructure in good operating condition and to keep systems operating in a safe condition. This professional assessment will provide the City with objective, engineering-based recommendations to guide future rehabilitation and replacement of critical sanitary and storm sewer lift station infrastructure, ensuring

operational reliability and minimizing the risk of unexpected failures. Additionally, this item aligns with the city's desired impact of the Reliable and Sustainable Infrastructure strategic priority which states "Roseville's assets and infrastructure are effectively, efficiently, and sustainably planned, managed and funded.

Equity Impact Summary

There should be no equity impacts associated with this agreement.

Budget Implications

The cost of the professional services agreement will be funded through two-thirds of the sanitary sewer fund and one-third of the storm sewer fund. The 2025 CIP includes \$75,000 for these services between the funds, and the not-to-exceed (NTE) fee from Bolton & Menk, Inc. is \$30,300 below this amount and had the lowest cost of the proposers.

Staff Recommendations

Staff recommends the Council approve the Professional Services Agreement with Bolton & Menk, Inc. for the Sanitary and Storm Sewer Lift Station Condition Assessment Services.

Requested Council Action

Motion to approve the Professional Services Agreement with Bolton & Menk, Inc. for Sanitary and Storm Sewer Lift Station Condition Assessment Services in the amount of \$44,700.

Prepared by: Erik Henriksen, Assistant City Engineer

Attachments: 1. Agreement
2. Request for Proposals

CITY OF ROSEVILLE PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“Agreement”) is made on the 22nd day of September, 2025, between the City of Roseville, a Minnesota municipal corporation (the “City”), and Bolton & Menk, Inc., a Corporation (the “Consultant”, each a “Party” and together the “Parties”).

- 1. Scope of Work.** The Consultant agrees to provide the professional services described in **Exhibit A** (“Work”) which is attached to this Agreement and incorporated by this reference. All Work provided by Consultant under this Agreement shall be provided in a manner consistent with the level of care and skill ordinarily exercised by professional consultants currently providing similar services.
- 2. Term and Termination.** The term of this Agreement will commence on September 22nd, 2025. Unless extended by written agreement of the Parties, this Agreement will terminate no later than June 30, 2026 or upon completion of the Work, whichever occurs first. Such extension may be approved by the Public Works Director, or their designee. This Agreement may be terminated earlier by the City with or without cause, by delivering, a written notice at least thirty (30) days prior to the date of such termination to Consultant. The date of termination shall be stated in the notice. Upon termination the Consultant shall be paid for services rendered and eligible reimbursable expenses incurred by the Consultant through and until the date of termination. If the City terminates this Agreement for cause, the notice shall so-state, and no further payment shall be due to the Consultant following the delivery of the termination notice.
- 3. Compensation for Work.** The City agrees to compensate Consultant the in accordance with **Exhibit A** attached hereto for the Work. Any changes in the Work which may result in an increase to the compensation due the Consultant shall require prior written approval of the City.
- 4. Method of Payment.** Following the conclusion of each calendar month, Consultant must submit an itemized invoice detailing actual hours worked and actual expenses incurred for Work performed under this Agreement during the previous month. Invoices submitted shall be paid in the same manner as other claims made to the City. Invoices shall contain the following:
 - a. For compensation based on hours worked by various individuals, for each individual, their name, job title, the number of hours worked, rate of pay and description of the Work performed. For reimbursable expenses an itemized listing including, as applicable, receipts for such expenses.
 - b. Upon request of the City, Consultant must also provide the City’s project number, a progress summary showing the original (or amended) amount of the Agreement, the current billing, past payments, the unexpended balance due under the Agreement.
- 5. Representatives and Notices:** The below-named individuals will act as the representatives of the Parties with respect to the work to be performed under this Agreement. Any termination notice issued under this Agreement shall be either hand delivered or sent by U.S. Mail to the below-named individuals:

To City:

City of Roseville
Attn: Erik Henriksen, Asst. City Eng.
2660 Civic Center Drive
Roseville, MN 55113

To Consultant:

Bolton & Menk, Inc.
Attn: Jacob Humberg, Project Manager
12224 Nicollet Avenue
Burnsville, MN 55337-1649

6. Assignment or Subcontracting. Unless noted otherwise in Exhibit A, the Consultant shall not assign or enter into subcontracts for services provided under this Agreement without the written consent of the City. If subcontracts are approved and entered into, the Consultant shall promptly pay any subcontractor involved in the performance of this Agreement as required by, and the Contractor shall otherwise comply with, the State Prompt Payment Act.

7. Independent Contractor. All Work provided pursuant to this Agreement shall be provided by Contractor as an independent contractor and not as an employee of the City for any purpose. Any and all officers, employees, subcontractors, and agents of Contractor, or any other person engaged by Contractor in the performance of the Work pursuant to this Agreement, shall not be considered employees of the City. Contractor, its employees, subcontractors, or agents shall not be entitled to any of the rights, privileges, or benefits of the City's employees, except as otherwise stated herein.

8. Annual Review. Following the anniversary date of each year of this Agreement, the City shall have the right to conduct a review of the performance of the Work performed by the Contractor under this Agreement. The Contractor agrees to cooperate in such review and to provide such information as the City may reasonably request. Following each performance review the Parties shall, if requested by the City, meet and discuss the performance of the Contractor relative to the remaining Work to be performed by the Contractor under this Agreement.

9. Compliance with Laws and Regulations. The Contractor shall comply with all federal, state and local laws, statutes, ordinances, rules and regulations in the performance of the Work.

10. Non-Discrimination. During the performance of this Agreement, the Contractor shall not discriminate against any person, contractor, vendor, employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age. The Contractor shall post in places available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause and stating that all qualified applicants will receive consideration for employment. The Contractor shall incorporate the foregoing requirements in all of its subcontracts for Work done under this Agreement and will require all of its subcontractors performing such Work to incorporate such requirements in all subcontracts for the performance of the Work. The Contractor further agrees to comply with all aspects of the Minnesota Human Rights Act, Minnesota Statutes 363.01, et. seq., Title VI of the Civil Rights Act of 1964, and the Americans with Disabilities Act.

11. Data Practices Act Compliance. Contractor acknowledges that all data provided, produced, or obtained under this Agreement shall be protected, maintained, and administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (the “Act”), and that with regard to such data Contractor must comply with the Act as if it were a government entity. Contractor will immediately report to the City any requests from third Parties for information relating to this Agreement.

12. Audit Disclosure. Under Minn. Stat. § 16C.05, subd. 5, Contractor’s books, records, documents, and accounting procedures and practices relevant to this Agreement, including books and records of any approved subcontractors, are subject to examination by the City and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years after the termination of this Agreement.

13. Indemnification. The Contractor agrees to defend, indemnify and hold the City, and its mayor, councilmembers, officers, agents, employees, and representatives harmless from and against all liability, claims, damages, costs, judgments, losses and expenses, including but not limited to reasonable attorney’s fees, arising out of or resulting from any negligent or wrongful act or omission of the Contractor, its officers, agents, employees, contractors and/or subcontractors, pertaining to the performance or failure to perform the Work. Nothing herein shall be construed as a limitation on or waiver of any immunities or limitations on liability available to the City under Minnesota Statutes, Chapter 466, or other law.

14. Insurance. Prior to starting the Work and during the full term of this Agreement, the Contractor shall procure and maintain, at Contractor’s expense, as follows:

- a. Workers Compensation insurance for all employees performing Work under this agreement in accordance with Minnesota law. The Contractor shall also provide Employer’s Liability Insurance with minimum limits as follows:

- \$500,000 – Bodily Injury by Disease per employee
- \$500,000 – Bodily Injury by Disease aggregate
- \$500,000 – Bodily Injury by Accident

If Minnesota Statutes, Section 176.041 exempts the Contractor from Workers’ Compensation insurance, the Contractor must provide a written statement, signed by an authorized representative, indicating the qualifying exemption that excludes the Contractor from the Minnesota Workers’ Compensation requirements.

- b. Professional/Technical (Errors and Omissions) Liability Insurance

For contractors providing professional services as determined by the City, the Contractor is required to maintain Professional Liability (Errors and Omissions) Insurance that provides coverage for all claims the Contractor may become legally obligated to pay resulting from any actual or alleged negligent act, error, or omission related to the Contractor’s professional services required under the contract.

The Contractor is required to carry the following minimum limits:

- \$2,000,000 – per occurrence
- \$2,000,000 – annual aggregate

The retroactive or prior acts date of such coverage shall not be after the effective date of the contract and the Contractor shall maintain such insurance for a period of at least two (2) years, following completion of the work. If such insurance is discontinued, extended reporting period coverage must be obtained by the Contractor to fulfill this requirement.

- c. Commercial General Liability Insurance: The Contractor is required to maintain Commercial General Liability Insurance protecting it from claims for damages for bodily injury, including death, and from claims for property damage, which may arise from operations under the contract. This policy shall have no coverages removed by endorsement. Insurance minimum limits are as follows:

- \$1,500,000 – per occurrence
- \$2,000,000 – annual aggregate
- \$2,000,000 – annual aggregate – Products/Completed Operations

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

The City, including its elected and appointed officials, employees, and agents, must be endorsed as an Additional Insured using ISO Form CG 20 10 or equivalent for Ongoing Operations and ISO Form CG 20 37 or equivalent for Products/Completed Operations.

- d. Business Automobile Liability Insurance.

The Contractor is required to maintain Business Automobile Liability Insurance protecting it from claims for damages for bodily injury, including death, and from claims for property damage resulting from the ownership, operation, maintenance or use of all autos which may arise from operations under the contract. Insurance minimum limits are as follows:

- \$1,000,000 – per occurrence Combined Single Limit for Bodily Injury and Property Damage
- The following coverages shall be included: Owned, Hired, and Non-owned Automobiles.

e. Additional Insurance conditions:

- The Contractor's policies shall be primary insurance and non-contributory to any other valid and collectible insurance available to the City with respect to any claim arising out of the Contractor's performance under the contract.
- An Umbrella or Excess Liability insurance policy may be used to supplement the Contractor's policy limits to satisfy the full policy limits required by the contract.
- All insurance shall be provided on an occurrence basis and not on a claims-made basis, except professional liability insurance or other coverage not reasonably available on an occurrence basis; provided that all such claims-made coverage is subject to the approval of the City Attorney.
- Any insurance limits in excess of the minimum limits shall be available to the City.
- All policies, except professional liability, shall be endorsed with a waiver of subrogation in favor of the City, including its elected and appointed officials, employees, and agents for losses arising from activities under the contract.
- Deductibles and self-insured retentions must be declared to and approved by the City. The City may require the Contractor to provide proof of ability to pay losses and related expenses within the deductible and retention.
- The Contractor is required to submit a Certificates of Insurance acceptable to the City as evidence of the required insurance coverage requirements.
- The 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' written notice for non-payment of premium.
- The Contractor is responsible to review and ensure all subcontractors comply with the insurance provisions contained herein and said insurance is maintained as specified.
- If the City authorizes the Contractor to be self-insured, a Certificate of Self-Insurance must be attached.
- The Contractor shall obtain insurance policies from insurance companies having an "AM BEST" rating of A- (minus); Financial Size Category (FSC) VII or better, and authorized to do business in the State of Minnesota, or as approved by the City.
- The City reserves the right to immediately terminate the contract if the Contractor is not in compliance with the insurance requirements and retains all rights to pursue any legal remedies against the Contractor.
- All insurance policies must be open to inspection by the City, and copies of policies must be submitted to the City's authorized representative upon written request.

- The City's failure to approve or disapprove the Contractor's policies or certificates shall not relieve the Contractor of full responsibility to maintain the required insurance.
- If the coverage period shown on the Contractor's current certificate of insurance ends during the duration of the project, the Contractor must, prior to the end of the coverage period, obtain a new certificate of insurance showing that coverage has been extended.
- No representation is made that the minimum insurance requirements are sufficient to cover the obligations of the Contractor under the contract.
- Contractor must provide a copy of: (i) a certification of insurance satisfactory to the City, and (ii) if requested, the Contractor's insurance declaration page, riders and/or endorsements, as applicable, which evidences the compliance with this Paragraph, must be filed with the City prior to the start of Contractor's Work. Such documents evidencing insurance shall be in a form acceptable to the City and shall provide satisfactory evidence that the Contractor has complied with all insurance requirements.

15. Ownership of Documents. All plans, diagrams, analysis, reports and information generated in connection with the performance of this Agreement (the "Information") shall become the property of the City, but the Contractor may retain copies of such documents as records of the services provided. The City may use the Information for any reasons it deems appropriate without being liable to the Contractor for such use. The Contractor shall not use or disclose the Information for purposes other than performing the Work contemplated by this Agreement without the prior consent of the City.

16. Conflicts. No salaried officer or employee of the City and no member of the City Council of the City shall have a financial interest, direct or indirect, in this Agreement. The violation of this provision shall render this Agreement void.

17. Waiver. Any waiver by either Party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement or either Parties' ability to enforce a subsequent breach.

18. Governing Law. This Agreement shall be controlled by the laws of the State of Minnesota. Any disputes, controversies, or claims arising under this Agreement shall be heard in the state or federal courts of Minnesota and the Parties waive any objections to jurisdiction.

19. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be considered an original.

20. Severability. The provisions of this Agreement are severable. If any portion hereof is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision shall not affect the remaining provisions of this Agreement.

21. Entire Agreement. Unless stated otherwise in this, the entire agreement of the Parties is contained in this Agreement. This Agreement supersedes all prior oral agreements and negotiations between the Parties relating to the subject matter hereof as well as any previous agreements presently in effect between the Parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the Parties, unless otherwise provided herein. Any modification of this agreement may be approved in writing by the Public Works Director, or their designee.

(The remainder of this page has intentionally been left blank.)

IN WITNESS WHEREOF, the undersigned Parties have entered into this Agreement as of the date set forth above.

CITY OF ROSEVILLE

BOLTON & MENK, INC.

By: _____
Daniel J. Roe, Mayor

By: _____
Its: _____

By: _____
Patrick Trudgeon, City Manager

By: _____
Its: _____

EXHIBIT A



PROPOSAL FOR CONDITION ASSESSMENT FOR SEWER COLLECTION SYSTEM LIFT STATIONS

CITY OF ROSEVILLE
SEPTEMBER 10, 2025



**BOLTON
& MENK**

Real People. Real Solutions.

CONTACT:

Jacob Humburg, PE
612-751-9227
Jacob.Humburg@bolton-menk.com

111 Washington Avenue South
Suite 650 | Minneapolis, MN 55401
612-416-0220 | Bolton-Menk.com

CONTENTS:

Proposed Team and Staffing
Page 01

Project Understanding and Approach
Page 04

Relevant Qualifications and Experience
Page 06

References
Page 09

Proposed Budget
Page 09

CANTER GLEN STORM LIFT STATION | CITY OF EAGAN

111 Washington Avenue South
Suite 650 | Minneapolis, MN 55401
612-416-0220 | Bolton-Menk.com

September 10, 2025

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

RE: Proposal for Condition
Assessment for Sewer Collection
System Lift Stations



Dear Erik and Selection Committee:

Bolton & Menk understands the criticality of both sanitary sewer and stormwater lift stations within a city's municipal utility systems. The City of Roseville is taking the right steps in continuing to proactively plan well into the future for station improvements and upgrades. We are excited at the opportunity to continue our work on your lift stations. My personal background with the city's staff and lift stations, as well as experience determining solutions for some of the trickiest sites over the past decade will provide significant value as you look to continue with this effort into the next 10 years. When you partner with us on this important project, you will benefit from our:

MULTIDISCIPLINARY EXPERTISE—

As your proposed project manager, I have extensive lift station experience. I have worked on well over 75 lift station constructions or rehabilitations as both a lead designer and project manager. I will use that experience to effectively lead our project team in evaluating all portions of the installations. In addition to the multidisciplinary Bolton & Menk team, we will work with Design Tree, an electrical engineering subconsultant we have effectively partnered with on many projects. Collectively, our team has extensive experience converting wet well-dry well stations into submersibles, upgrading and retrofitting control systems, designing station layouts, and adding stand-by pumps and emergency power generation. We are also well versed in supervisory control and data acquisition (SCADA) systems, flow metering, and the evaluation of existing facilities to develop recommendations for necessary upgrades. Each of your lift station sites presents unique challenges, and we have the knowledge and expertise to meet them.

SUBSTANTIAL LIFT STATION

EXPERIENCE— Bolton & Menk has provided preliminary evaluation and design, final plans and specifications, project management, and construction observation and staking of lift stations for more than 100 communities and agencies in the past 15 years, each with varying requirements and standards. Our team provides efficient, successful operating facilities by combining our extensive lift station design experience and effective communication with owners and team members.

FRESH PERSPECTIVE— We are excited about working with the City of Roseville on this project. We will bring a fresh perspective to analyzing your infrastructure and look at your lift stations with an open-minded viewpoint to holistically assess, evaluate, and rate your structures. One of the most important evaluation goals will be to understand from city staff their needs and concerns for each site. We will document our findings and work with you to determine the needs and criticality of each station to effectively plan for the future.

In service to the City of Roseville, we are excited at the opportunity to complete the Condition Assessment for Sewer Collection System Lift Stations project. I will personally serve as your lead client contact and project manager. Please contact me at 612-751-9227 or Jacob.Humburg@bolton-menk.com if you have any questions regarding our proposal.

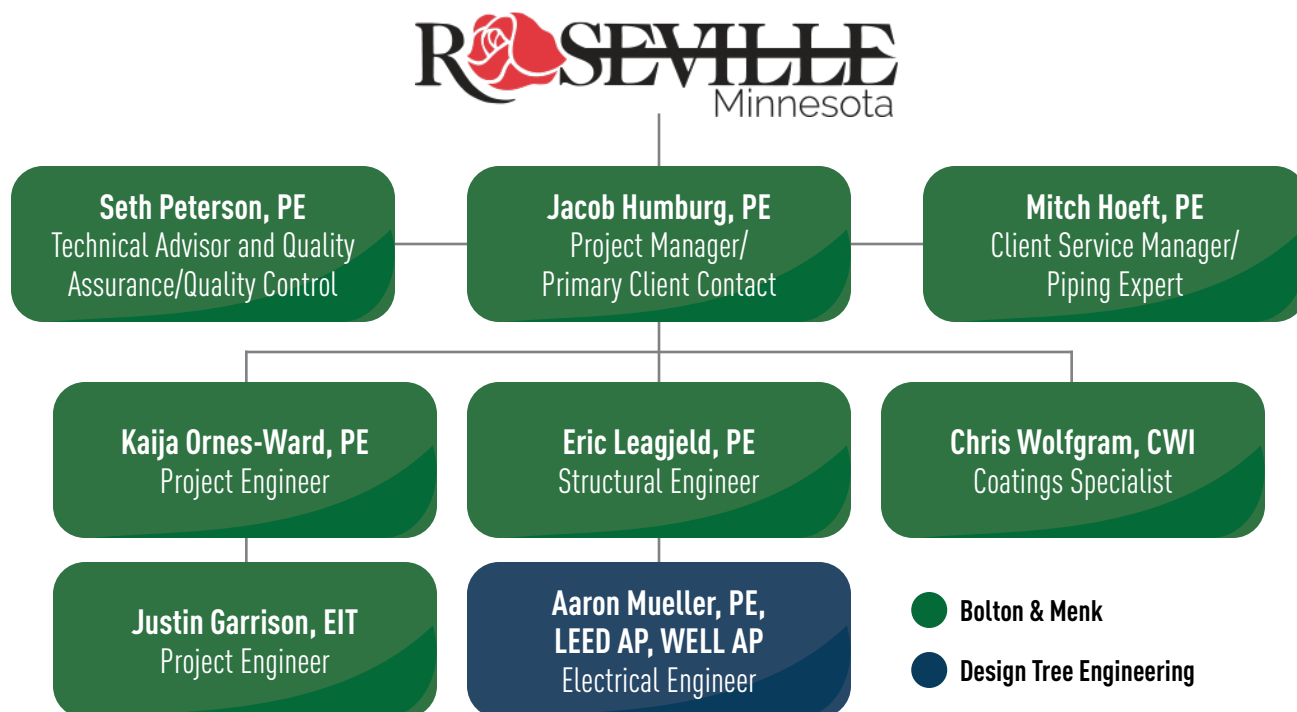
Respectfully submitted,
Bolton & Menk, Inc.

Jacob Humburg, PE
Water/Wastewater Project Manager |
Principal

PROPOSED TEAM AND STAFFING

The comprehensive evaluation of lift stations for a city such as Roseville is a significant undertaking and requires the right team. This team must have the necessary technical and communication skills, a thorough understanding of the infrastructure being evaluated, and familiarity with the locale.

Bolton & Menk's proposed team meets these requirements. The individuals involved have decades of experience on similar projects, and many have experience with Roseville infrastructure and personnel. Roseville's goal is to develop a plan that can inform their operation and improvements to the city's lift stations. These are our objectives as well, and the team presented here is the ideal one to help meet this goal. On the following pages, we have highlighted key team member roles. You have our commitment that staff highlighted in this proposal will be performing and overseeing the work they have been identified to lead. This will help maintain the project schedule and ensure a comprehensive and quality evaluation of the City of Roseville's lift stations.



JACOB HUMBURG, PE

Project Manager/Primary Client Contact

Jacob will provide overall project management and will serve as your primary point of contact. He is a water/wastewater project manager who joined Bolton & Menk in 2015. Jacob's work emphasis is on water and wastewater related projects, including water and wastewater treatment plants, lift stations, well houses, and chemical treatment systems. He uses his attention to detail and ability to satisfy his clients' unique requests to complete pre-planning, design phase, construction observation, project closeout, and the drafting of technical documents related to new or existing facilities. Jacob has specialized in lift stations during his career with Bolton & Menk and has been involved with the construction or rehabilitation of dozens of both sanitary sewer and storm stations of all types and sizes.





SETH PETERSON, PE

Technical Advisor and Quality Assurance/Quality Control (QA/QC)

Seth will use his extensive industry experience and familiarity with Roseville and its lift stations to provide technical support and quality assurance for the process and final report. Having started as an intern at Bolton & Menk, Seth now leads one of the largest environmental groups in the Upper Midwest. Seth began engineering in 1995 and now serves as the water/wastewater division leader. If someone has a water or wastewater problem, he is willing to do what it takes to figure it out. His background includes planning, assisting with funding, and designing lift stations and water and wastewater treatment facilities; securing permits; working with regulatory agencies; and construction management.



MITCH HOEFT, PE

Client Service Manager/Piping Expert

Mitch will lean on his established relationships and understanding of city processes to help guide the team, and also employ his extensive knowledge of underground pipe installation and repair methods. Mitch is a trenchless practice leader who began his engineering career in 2008 with the City of Golden Valley. During his years there, Mitch represented the city on the Joint Water Commission (JWC) with partner cities Crystal and New Hope. He developed expertise with a variety of watermain replacement techniques, including trenchless strategies for unique situations. He is also involved in various organizations throughout the Upper Midwest and strives to establish connections within all aspects of public works.



KAIJA ORNES-WARD, PE

Project Engineer

Kaija will assist with the evaluation of lift stations and pumps/pumping systems, improvement recommendations, and cost estimates. Starting her career in 2019, Kaija is a water/wastewater project engineer at Bolton & Menk. Her responsibilities include design and construction management of municipal water and wastewater treatment facilities. Kaija has accrued extensive lift station design experience during her career. She is motivated by being able to work on something that impacts all peoples' daily lives—water.



JUSTIN GARRISON, EIT

Project Engineer

Justin will provide additional support to the project by assisting with the evaluations, recommendations, costs, and final report. Justin is a water/wastewater design engineer who began his career as an intern with Bolton & Menk in 2021 and started full-time employment in 2024. As a design engineer, Justin is involved in all phases of water and wastewater system planning, design, construction observation, and startup services. He uses his strong technical skillset to help deliver high-quality projects to our clients. Justin has experience with numerous lift station projects and has proven adept at flow and pump system analysis, and determining the right solutions for a given station.



CHRIS WOLFRAM, CWI

Coatings Specialist

Chris will provide assistance with coatings inspections and recommendations. Chris is a water/wastewater senior coatings specialist who began his career in 2005. He has worked in both contractor and consulting roles, providing him with unique industry experience. He has completed dozens of projects and understands all aspects of water tower and other projects, from design to construction. Chris is certified in confined space entry, fall protection, competent person training, and is an Association for Materials Protection and Performance (AMPP) Certified Coatings Inspector and American Welding Society (AWS) Certified Welding Inspector.



ERIC LEAGJELD, PE

Structural Engineer

Eric will assist the team where needed with structural evaluation, analysis, and recommendations. Eric enjoys developing and designing projects that his clients recognize as being practical, well designed, and well executed. He is a structural project manager who began his structural engineering career in 1995. His experience includes a diverse combination of design and construction observation, inspection, and administration. Eric's areas of expertise include tunneling and trenchless technology, and geo-structural and structural designs related to municipal and agency clients such as large diameter storm tunnels, sanitary interceptors, lift stations, meter stations, wastewater treatment plants, water treatment plants, and related facilities.



AARON MUELLER, PE, LEED AP, WELL AP (DESIGN TREE ENGINEERING)

Electrical Engineer

Aaron will lead the assessment and recommendations associated with the electrical and controls-related portions of the project. Aaron specializes in electrical design and SCADA design. He also oversees mechanical design. His work experience includes power distribution design, standby power systems, building lighting designs, SCADA systems, Arc flash surveys, power quality studies, product research, specification preparation, quality assurance, and construction administration. Aaron's experience ranges over a variety of projects including facility renovations, existing building improvements, and new construction. Aaron has extensive experience in the water and wastewater industries, especially in controls and communications.



Design Tree Engineering is a multidisciplinary engineering firm that will support this project's electrical engineering needs. Their electrical engineering services are designed to deliver dependable, efficient, and future-ready solutions. Design Tree Engineering specializes in power distribution, energy-efficient lighting, SCADA integration, and system design for treatment facilities and complex building environments. Backed by decades of experience and strong industry partnerships, Design Tree Engineering collaborates closely with clients to meet evolving electrical demands with precision and innovation.

Design Tree Engineering and Bolton & Menk have successfully collaborated on many projects, including lift stations in the Cities of Blaine, Brooklyn Center, Carver, Fridley, Hopkins, and Lakeville—just to name a few.

PROJECT UNDERSTANDING AND APPROACH

We work hard to ensure project goals are met. Our team will work through a series of investigations and evaluations to fully understand existing conditions; assess additional existing information; and provide solutions, recommendations, and estimates that fit your needs.

PROJECT UNDERSTANDING

The City of Roseville operates a total of 22 lift stations, both for handling sanitary sewage and stormwater. Roseville has been proactive in their approach to the stations, and since the last capital improvement plan for the stations was completed 10 years ago, a number of the stations have undergone significant improvements. Upgrades to one sanitary and one storm station are understood to be underway this year, with planning for a rehabilitation project on one of each variety for next year underway as well. Our understanding is that the city would like to continue this proactive approach to these critical installations, starting with the completion of a full condition assessment and resulting report on the remaining stations that have not been improved in the last 10 years (eight stations). For the Saint Croix Storm Lift Station, evaluation is required only for the intake structure.

The assessment of the lift stations will be comprehensive and all major station components will be considered, including all structural, process, electrical, and site elements. Pump performance, efficiency, and optimization will also be assessed based on information gathered on-site as well as additional information to be provided by the city.

Finally, improvement recommendations for each lift station/station site will be developed, along with cost estimates for the recommendations. The lift stations will also be ranked and prioritized, and an order and schedule of rehabilitation projects developed based on this ranking. The summary of each station evaluation and its key findings, along with the cost estimates and proposed improvements schedule, will be included in a final condition assessment report to be delivered in early 2026 per the city's desired schedule.

PROJECT APPROACH

Below, we have outlined our approach to the major tasks required for a successful assessment and evaluation.

Anticipated hours for each team member for each task are included in the detailed fee breakdown at the end of this proposal.

Task 1. Lift Station Condition Assessment

1A—ON-SITE ASSESSMENTS

The first project task will be the initial assessments of the lift stations. This will involve two major components: reviewing the available information about the lift stations provided by the City of Roseville and visiting the lift station sites to perform a comprehensive inspection of the lift stations and associated sites. These site visits will take place over one or two days. One of the most important aspects of the visits will be the opportunity to discuss the stations with city staff to learn of operating issues or other station details that may not be apparent through other evaluation methods.

Below is a full list of lift station aspects to be considered during the assessment phase:

- » Lift station structures, including their condition, estimated remaining life, and any structural deficiencies
- » Condition of coating systems (if present), or need for (if not present)
- » Hatches and associated hardware (such as safety grating) or lack thereof
- » Process components, including pumps, piping, valves, and all associated appurtenances
- » Electrical infrastructure, including wiring, power systems, services, transformers, generators, etc.
- » Controls and SCADA infrastructure, including wet well controls, panels, antennas, etc. (evaluation to be led by Design Tree Engineering)
- » Lift station site, including layout, driveways, fences, security or protection features, etc.
- » Presence of grease, rags, solids, or other similar issues





HOLLAND STORM LIFT STATION | CITY OF EAGAN

One to two working days will be set aside for the on-site evaluations in coordination with the city. Bolton & Menk’s team will come prepared to document all aspects of the stations. A scoring/evaluation system for station components will be developed in advance to assist with the eventual prioritization and sequencing of station rehabilitation projects.

Photography is a key component to documenting site conditions and continuing to perform evaluations after the initial on-site. We will come prepared to take both traditional pictures and 360° imagery outside and inside station structures.

1B—PUMP PERFORMANCE EVALUATION

The core components of any lift station are the pumps. A critical part of the station assessments will involve an in-depth analysis of the pumps for each station, the manner in which they operate, their capacity, and the overall capacity of the lift station itself.

Rehabilitation projects may include the replacement of pumps, and ensuring that the right pumps are chosen for the future is paramount. At the same time, if a project is planned for a lift station, then pump and station capacity should be evaluated to ensure the station will operate without major issue until the next rehabilitation or replacement is performed.

- Below is a list of details to be considered as part of this task:**

 - » Existing pump type, age, and condition
 - » Pump capacity based on existing system conditions (total dynamic head)
 - » Potential benefit of variable frequency drives (VFDs), soft-starters, or other similar infrastructure to improve pump performance, efficiency, and lifespan
 - » Historical pump/station run times and flows to compare to pump capacity
 - » Lift station structure capacity compared to historical flows observed and any future flows anticipated

We will start with developing theoretical pumping conditions and system curves based on existing information. Pump capacity will be tested/confirmed to the extent possible in the field using either flow meters (if available) or drawdown tests where possible. Drawdown tests can be performed during a separate visit to the lift station sites if necessary. By comparing theoretical and actual pump performance, issues can be identified and appropriate recommendations made for pump replacement, control improvements, and more.

Task 2. Condition Assessment Report

Once all necessary information has been gathered and the on-site assessments and pump analyses completed, recommendations for each lift station and station site will be developed. Alongside these recommendations will be opinions of cost for each station/site.

The final report will then be drafted, which will summarize all findings from Task 1 and the applicable recommendations and cost estimates, with a section for each station. The report will also include a proposed sequence and schedule for the improvement projects, to be based on the aforementioned scoring system and the criticality of the needs at each station. We will have dialogue with the city during this period to ensure agreement on the final product.

Task 3. Project Management and Meetings

A number of meetings with staff from the City of Roseville will be needed throughout the lift station evaluation process and drafting of the final report.

- Understanding the city’s expectations and knowledge of the infrastructure involved is critical to the success of the project. While the final sequence of the work to be completed will be discussed with city staff, for the purposes of this proposal the following meetings are assumed:
- » Project kickoff meeting
 - » Review of initial findings of lift station assessments
 - » Review of initial draft of condition assessment report
 - » Final meeting/review of final condition assessment report (if needed)

RELEVANT QUALIFICATIONS AND EXPERIENCE

Our team has extensive experience evaluating and designing sanitary and storm sewer pumping stations. We have worked on hundreds of lift station projects over the past 25 years, as evidenced in the lift station experience matrix included in this proposal. Bolton & Menk understands all aspects of lift station design, especially pump optimization, station and site layout, and controls and electrical systems. The following are examples of some of our recent applicable projects which cover lift station assessments and improvements.

CONDITION ASSESSMENT FOR SEWER COLLECTION SYSTEM LIFT STATIONS

City of Rogers ● Bolton & Menk ● Design Tree Engineering

The City of Rogers owns and operates 10 sanitary sewer lift stations, most of which were built in the 1990s and early 2000s. Given their age, most of the lift stations were nearing the need for rehabilitation to replace obsolete and degrading components and improve overall station and site functionality. Rogers lacked a comprehensive plan and strategy for addressing its lift stations' needs in a way that makes both financial and operational sense for the city.

Bolton & Menk teamed with the City of Rogers to perform comprehensive assessments of the lift stations. This involved physical site visits to each station by the project team to evaluate station pumps, piping, structures, and site accessibility and layout. As part of Bolton & Menk's team, Design Tree Engineering analyzed the electrical and SCADA infrastructure for each station. A thorough analysis was also performed of the pumps at each station, comparing system analysis and theoretical pumping capacity with the results of drawdown tests and other real-world information.

The result of these analyses was a report which summarized the condition and operational aspects of each station, along with recommendations for improvements and opinions of construction cost for the improvements. A scoring system was used to determine the criticality of rehabilitating each station, and this was used to create a suggested order and schedule for the rehabilitation projects for the city to effectively budget and bond for the projects.

The City of Rogers now has a single detailed and comprehensive reference as they begin planning to rehabilitate and improve the city's lift stations to keep them effectively serving Rogers' residents for decades to come. They have initiated the first project to come out of the report, for Lift Station No. 3, and again they've partnered with Bolton & Menk to ensure their lift station needs are addressed.

FERNWOOD LIFT STATION EVALUATION, DESIGN, AND CONSTRUCTION

City of Roseville



The Fernwood Lift Station in Roseville is one of the city's largest sanitary lift stations and was originally constructed in 1957 in a wet well/dry well configuration with a building at the surface. The station is located on an extremely small site sandwiched between North Fernwood Street, a parking lot, and a driveway for access to a gas station and supermarket.

Pumps and process and mechanical infrastructure were more than 30 years old, in deteriorating condition, and difficult to find replacement parts for. Because of the number of nearby restaurants, the station experienced considerable buildup of fats, oils, and grease (FOG) and the wet well had to be regularly cleaned out. Electrical service to the station was via a 240-volt “open delta” service, a somewhat unstable and undesirable power type. Bolton & Menk performed an initial feasibility study to evaluate options for a rehabilitation project. The alternative ultimately selected involved removing the existing building at the surface and conversion of the station from a wet well/dry well configuration to a submersible configuration with a walk-in valve vault.

This choice lowered the public visibility of the station and future maintenance costs and at the same time improved Roseville’s access to the station infrastructure for inspection and maintenance. A ship’s ladder and ventilation were added to the dry well-turned-valve vault for access. The wet well was modified to accommodate the new submersible pumps and a submersible bubbler mixer was added to address the FOG issues. A permanent natural gas generator, along with new gas and 480-volt/3-phase electrical services was also added. The station required bypass during this construction, but close coordination between Bolton & Menk and the contractor minimized impacts to the community.

Roseville’s Fernwood Lift Station site is now less intrusive and more accessible by the city for operation and maintenance. Grease buildup in the wet well has significantly abated with the addition of the mixer. The station is set to operate without significant issues well into the future.

CLEVELAND LIFT STATION

City of Roseville

The Cleveland Lift Station had numerous deficiencies, including capacity issues, inflow and infiltration issues, and a need for a generator. Bolton & Menk prepared a feasibility study, developed plans and specifications, and performed construction engineering services for the replacement of the existing lift station and forcemain. The existing lift station was a Smith and Loveless wet well/dry well station. The new lift station includes a precast wet well with two submersible pumps and a precast valve vault. The project included a new natural gas emergency backup generator and control panel.



The project also included replacing the existing forcemain with a new directionally drilled high density polyethylene (HDPE) forcemain. The new lift station was constructed south of the existing station and installed while the old station was still operating, eliminating the need for expensive bypass pumping. Due to suboptimal soil conditions, the new station structures were designed and constructed using advanced techniques: the wet well was sunk using a caisson method and poured with an overly thick base slab and the valve vault is supported by deeper, more suitable soils using helical piles. The design also incorporated new controls and SCADA interfacing. The city now has an updated facility to serve the homes and commercial properties in the area.

MULTIPLE LIFT STATIONS

City of Eagan

The City of Eagan operates 14 sanitary lift stations and 21 storm sewer lift stations across its infrastructure systems. For nearly 15 years, Bolton & Menk has partnered with the city to rehabilitate and upgrade these stations, consistently delivering at least one lift station rehabilitation design annually. Together, the city and Bolton & Menk have standardized key elements of the lift stations, including site layout, station configuration, pumps, controls, and communications. For sanitary stations, this standardization has included the conversion of outdated wet well/dry well designs to modern submersible pump systems. Multiple storm lift stations—particularly those connected to larger bodies of water and capable of pumping more than 2,000 gallons per minute—have also undergone significant upgrades. These projects have incorporated new pumps, revised site layouts, valve vaults, and intake/screening structures. This long-standing collaboration has resulted in a robust and efficient lift station network that city staff can operate and maintain with minimal issues.

Bolton & Menk, Inc.
Lift Station Experience

Client	Year Completed	Number of Lift Stations	Capacity Range (gpm)	Submersible	Wet Well/Dry Well	Suction Lift	Valve Vault	Lift Station Building	Lift Station Rehabilitation	VFDs	Controls/SCADA	Backup Power
ADM - Marshall, MN	2010	1	600	●			●		●	●		
Albertville	2009	3	120-250	●			●			●		
AMPI	2007	1	350	●			●		●	●		
Annandale	2009	3	1,250-4,000	●			●	●		●	●	●
Arden Hills	2017	2	400-500	●			●			●		
Arlington	2010	2	150	●				●		●	●	
Big Lake	2005-2009	3	500-2,000	●			●	●		●	●	●
Blue Earth	Ongoing	2	500	●			●				●	
Brooklyn Center	2019-2024	2	1,400-2,250	●	●		●	●	●	●	●	●
Broom Tree Retreat Center, South Dakota	2003	2	50	●								
Buffalo	2012	10	120-6,000	●			●		●	●	●	
Burnsville	2022	4	750	●			●			●	●	●
Carroll, Iowa	2007	1	450	●			●		●	●	●	
Clara City	1998	2	250-800	●	●		●		●	●	●	●
Claremont	2005	1	1,400	●			●			●	●	●
Coca-Cola Enterprises	2009	1+	200	●							●	
Columbia Heights	2012	1	100			●		●		●	●	
Eagan	Ongoing	10+	700-2,000	●			●	●	●	●	●	
Edina	2024	1	850	●			●	●	●	●	●	●
Fairfax	1996	1	1,100	●			●		●			
Firmenich Inc.	2006	2	250	●					●	●		
Forest Lake	Ongoing	27	250-600	●			●		●		●	●
Frost	2000	1	200	●			●			●	●	
Green Lake Sanitary Sewer District	2005	10	120-1,100	●			●				●	
Hastings	2010	3	105-1,250	●			●			●	●	●
Howard Lake	2010	2	120-2,200	●			●			●	●	●
Isanti	2010	1	400	●			●				●	
Jackson	Ongoing	2	500	●			●				●	
Janesville	2008	4	200-1,000	●			●		●	●	●	●
Kandiyohi	2010	2	350	●			●			●	●	●
Lake Elmo	Ongoing	4	100-850	●			●				●	
Lakeville	Ongoing	3	400-900	●			●		●		●	●
Lamberton	2004	1	400	●			●				●	●
Mankato - Report/By Pass	2009-2010	1	6,000		●			●	●	●		●
Medford	2010	1	250	●					●		●	
Minnesota River Valley Public Utilities Commission	2008	4	1,000	●			●			●	●	●
Moose Lake-Windemere Sanitary Sewer District	2008	8	100-750	●	●		●		●	●	●	●
New Ulm	2008	3	350-4,000	●	●		●	●	●	●	●	●
New Germany	2004	1	200	●			●					●
New Prague	2010	1	1,500	●			●			●	●	●
Osseo	2008	2	200	●					●		●	
Prior Lake	Ongoing	3+	750	●			●		●		●	●
Roseville	Ongoing	7	100-650	●	●		●	●	●		●	●
Shakopee Mdewakanton Sioux Community	2009	1	1,000	●			●		●	●	●	●
Sherburn	2005	1	250	●			●					
Shoreview	2015	12	100-500	●			●		●	●	●	
Staples	2005	1	500	●				●	●	●		
Stillwater	2018	2	500	●			●	●			●	●
Waconia	2010	1	2,000	●			●			●	●	●
Waite Park*	1999	1	800	●			●				●	
Waterville	2017	6	50-2,000	●			●		●	●	●	●
Waverly	2005	2	120-1,000	●			●				●	●
West St. Paul	Ongoing	3	1,400-6,000	●	●		●	●	●	●	●	●
Willmar	Ongoing		500	●			●				●	
Woodbury	2018	4	300-600	●			●		●		●	●

Bolton & Menk has provided lift station planning, design, and construction services for more than 100 lift stations in the past 10 years. Some of this experience is tabulated in the matrix to the left.

REFERENCES

Client satisfaction through quality deliverables, cost-effective rates, and timely delivery are top priorities for our team. Please contact the following references to evaluate our performance on similar projects.

DORAN COTE

Public Works Director/City Engineer

City of Rogers

763-428-8580

dcote@rogersmn.gov

JESSE FREIHAMMER

Public Works Director

City of Roseville

651-792-7041

jesse.freihammer@cityofroseville.com

STEVE GROSSMAN

Utilities Superintendent

City of Eagan

651-675-5215

steve.grossman@eagarmn.gov

SHANE QUADE

Utilities Superintendent

City of Lakeville

952-985-2741

squade@lakevillemn.gov

MICHAEL MARSH

Deputy Director of Public Works

City of Brooklyn Center

763-585-7103

mmarsh@ci.brooklyn-center.mn.us

PROPOSED BUDGET

The following table summarizes the hours and cost breakdown for each major work task item. The estimated fees include labor, general business, and other normal and customary expenses associated with operating a professional business. Unless otherwise noted, the fees include vehicle and personal expenses, mileage, telephone, survey stakes, and routine expendable supplies; no separate charges will be made for these activities and materials. Expenses beyond the agreed scope of services and non-routine expenses, such as large quantities of prints, extra report copies, out-sourced graphics and photographic reproductions, document recording fees, outside professional and technical assistance, and other items of this general nature will be invoiced separately. Bolton & Menk's team is structured so as to provide the best possible expertise and value to the City of Roseville. **We propose to complete this assessment for a fee of \$44,700, billed on a not-to-exceed basis.** This fee constitutes more than 200 hours of staff time as broken down below.

City of Roseville Condition Assessment for Sewer Collection System Lift Stations			Bolton & Menk, Inc.									
Task No.	Work Task Description	Project Manager/ Primary Client Contact	Technical Advisor and QA/QC	Client Service Manager/Piping Expert	Project Engineer	Project Engineer	Coatings Specialist	Structural Engineer	Electrical Engineer	Administrative Assistant	Total Hours	Total Cost
1	Lift Station Condition Assessment and Pump Evaluation	21	4	1	32	28	5	5	20	4	120	\$23,604
2	Condition Assessment Report	6	1	2	20	4	4	4	10	6	57	\$11,148
3	Project Management and Meetings	18	0	4	0	18	4	4	0	4	52	\$9,960
Total Hours		45	5	7	52	50	13	13	30	14	229	
Average Hourly Rate		\$204.00	\$274.00	\$210.00	\$175.00	\$170.00	\$205.00	\$261.00	\$240.00	\$131.00		
Subtotal		\$9,180	\$1,370	\$1,470	\$9,100	\$8,500	\$2,665	\$3,393	\$7,200	\$1,834		
Total Fee											\$44,700	

2025 SCHEDULE OF FEES

The following fee schedule is based upon competent, responsible professional services and is the minimum, below which adequate professional standards cannot be maintained. It is, therefore, to the advantage of both the professional and the client that fees be commensurate with the service rendered. Charges are based on hours spent at hourly rates in effect for the individuals performing the work. The hourly rates for principals and members of the staff vary according to skill and experience. The current specific billing rate for any individual can be provided upon request.

The fee schedule shall apply for the period through December 31, 2025. These rates may be adjusted annually thereafter to account for changed labor costs, inflation, or changed overhead conditions.

These rates include labor, general business, and other normal and customary expenses associated with operating a professional business. For projects with typical expenses and unless otherwise agreed, the above rates include vehicle and personal expenses, mileage, telephone, survey stakes, and routine expendable supplies; no separate charges will be made for these activities and materials. Expenses beyond typical project expenses, non-routine expenses, and expenses beyond the agreed scope of services, such as out of town travel expenses, long travel distances, large quantities of prints, extra report copies, outsourced graphics and photographic reproductions, document recording fees, outside professional and technical assistance, and other items of this general nature will be invoiced separately. Rates and charges do not include sales tax, if applicable.

Employee Classification	2025 Hourly Billing
Graduate Engineer	\$125-185
Design Engineer	\$125-196
Project Engineer	\$145-215
Senior Project Engineer	\$160-215
Project Manager	\$135-240
Senior Project Manager	\$188-273
Architect	\$186-267
Planner	\$125-168
Senior Planner	\$170-228
Landscape Designer	\$98-196
Landscape Architect	\$148-176
Senior Landscape Architect	\$160-268
Survey Technician ¹	\$90-196
Graduate Surveyor	\$122-190
Licensed Project Surveyor	\$180-225
Technician	\$75-182
Senior Technician	\$125-212
Construction Manager	\$130-225
Administrative/Corporate Specialists	\$68-175
Specialist*	\$100-230
Practice Expert**	\$145-363
Principal**	\$175-316
Senior Principal**	\$218-333
GPS/Robotic Survey Equipment ¹	NO CHARGE
CAD/Computer Usage	NO CHARGE
Routine Office Supplies	NO CHARGE
Routine Photo Copying/Reproduction	NO CHARGE
Field Supplies/Survey Stakes & Equipment	NO CHARGE
Mileage	NO CHARGE

¹ No separate charges will be made for GPS or robotic total stations on Bolton & Menk, Inc. survey assignments; the cost of this equipment is included in the rates for survey technicians.

*Specialized role not classified above otherwise.

**Highly specialized and industry expertise unique to the market or area of discipline.



Request for Proposals

Condition Assessment for Sewer Collection System Lift Stations

I. Introduction

The City of Roseville is seeking proposals from qualified consulting engineering firms to perform a comprehensive condition assessment of the City's sanitary and storm sewer lift stations. The objective of this project is to evaluate the physical and operational condition of each lift station, assess remaining service life, and develop prioritized recommendations for rehabilitation or replacement projects. These recommendations, including associated cost estimates, will support the City's long-range infrastructure planning and be incorporated into its 10-year Capital Improvement Program (CIP).

1. **Addenda/Clarifications.** Any changes to this RFP will be made by written addendum. Verbal modification will not be binding.
2. **Pre-Contractual Expenses.** The city will not be responsible for any pre-contractual expenses. Pre-contractual expenses are defined as expenses incurred by the Consultant in:
 - a. Preparing its proposal in response to this RFP;
 - b. Submitting that proposal to the city;
 - c. Negotiating with the city any matter related to this RFP; or
 - d. Any other expenses incurred by the Consultant prior to the date of execution of the Contract.
3. **Contract Award.** Issuance of this RFP and receipt of proposals does not commit the city to award a contract. The city reserves the right to postpone opening for its own convenience, to accept or reject any or all proposals received in response to this RFP, to negotiate with other than the selected Consultant should negotiations with the selected be terminated, to negotiate with more than one Consultant simultaneously, or to cancel all or part of this RFP.
4. **Contact Person.** The Consultant's contact for specific questions regarding information in this RFP is:

Erik Henriksen, PE
Assistant City Engineer
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113
(651) 792-7048
erik.henricksen@cityofroseville.com



II. Project Background

The City has twelve (12) existing sanitary sewer lift stations, six (6) storm sewer lift stations, and four (4) storm pump stations (storm pump stations are generally categorized as BMP related, such as irrigation re-use or the Bennet Lake waterfall pump). The lift stations were built between the early 1960s through 2018, which includes reconstruction of certain stations. A copy of the City of Roseville's Lift Stations map is attached (Exhibit A) showing their locations, as well as the service areas for sanitary sewer lift stations. On February 27, 2015, Foth Infrastructure & Environment, LLC completed a Lift Station Capital Improvements technical memorandum which assisted the city in developing the 10-year CIP for needed improvements, mainly focusing on sanitary sewer lift stations. This report is available upon request, as well as available as-built records for the lift stations. Table 1 is also attached which lists the City's sewer lift stations with relevant information for each.

III. Scope of Services

The selected consultant will be responsible for the following tasks:

1. **Lift Station Condition Assessment.** The Consultant shall perform a field-based condition assessment of each of the City's lift stations that have not been reconstructed or rehabilitated between 2015-2025. This includes a comprehensive evaluation of all systems integral to the function of the facility, including structural, mechanical, electrical, and control systems. For storm sewer stations, additional consideration should be given to debris handling and flow variability. Assessments shall include:

- Estimated remaining service life of key components
- Identification of deficiencies
- Recommended corrective actions and improvement timelines

Each assessment should address the following:

- **Structural condition:** Wet wells, hatches, access structures, supports, and general integrity
- **Mechanical systems:** Pumps, piping, valves, motors, and appurtenances
- **Electrical and control systems:** Power supply, backup generators, motor control centers, SCADA/telemetry
- **Site elements:** Site access, fencing, security, and worker safety conditions
- **Debris and grease accumulation:** Visual assessment of solids buildup and its impact on flow

The Consultant shall develop a standardized, asset management-based rating system for consistent evaluation across stations. Criteria shall address safety, operational performance, compliance with current codes/standards, and overall condition. Ratings will inform the prioritization of recommended projects.



Additional assessments and evaluations included in the Scope of Services are identified within the notes of Table 1, such as the existing intake performance at Saint Croix Storm Lift Station and ensuring planned rehabilitations (2027-2029) are in line with the consultants developed priority schedule. Lastly, any stations not within the 10-year CIP based on the consultant's recommendations do not require cost estimates

Pump Performance Evaluation

For each station, the Consultant shall collect and analyze pump performance data, including:

- Field measurements of flow, suction, discharge pressure, and power draw
- System total dynamic head and pump curve evaluation
- Comparison to design specifications (as available)
- Efficiency assessment and life-cycle comparison with current industry benchmarks
- Evaluation of retrofit potential for VFDs, soft starts, or high-efficiency motors
- Recommendations for hydraulic or operational improvements

Cost Estimating and Prioritization

Based on the assessment, the Consultant shall:

- Identify and describe each recommended improvement
- Provide itemized construction cost estimates (including contingencies)
- Prioritize projects based on condition, risk, and service life
- Develop a phased implementation plan to support inclusion in the City's 10-year CIP

2. **Condition Assessment Report.** Prepare a comprehensive technical report summarizing the assessment findings. The report shall include:

- Executive summary
- Summary tables of each station's condition, ratings, and recommended improvements
- Detailed narratives per station with photos and key findings
- Itemized cost estimates
- Prioritized project list and implementation schedule

Submit two (2) bound copies of the final report and one (1) digital copy in PDF format. Supporting documentation (e.g., spreadsheets, pump curves, rating criteria) shall be included in editable format.



3. **Project Management and Meetings.** The Consultant shall allocate time and budget for:

- Up to four (4) progress meetings with City staff

IV. Schedule of Work

The City anticipates awarding a contract (attached) on September 22, 2025. The project duration is expected to be 3–4 months, with a final deliverable on January 16, 2026. The selected Consultant will work with the City to finalize a detailed project schedule following contract execution.

V. Proposal Requirements

Proposals must include:

1. **Transmittal Letter**

Provide a brief cover letter summarizing your team’s qualifications, understanding of the project, and key points of contact.

2. **Proposed Team and Staffing**

Include an organizational chart, roles and responsibilities, and qualifications of each proposed staff member. Identify any subconsultants and their role in the project. Professional licenses and certifications shall be made available upon request.

3. **Project Understanding and Approach**

Summarize your team’s understanding of the project objectives. Provide a clear, task-by-task narrative describing how the scope of services will be executed, including staffing, anticipated labor hours, and any specialty tools or assessments (e.g., pump curve analysis). Subconsultant roles should be clearly identified.

4. **Relevant Qualifications and Experience**

Highlight relevant project experience, particularly in evaluating sanitary and storm sewer lift stations. Emphasize experience with:

- Pump station mechanical and hydraulic systems
- Corrosion evaluation and protective coatings
- Electrical, SCADA, and control systems

5. **References**

Provide a minimum of three (3) references for similar lift station assessment projects. Include name, title, agency, phone number, and email.

6. **Proposed Budget**

Submit a detailed **not-to-exceed budget** based on the described scope of services. The budget shall include:

- Labor hours by task and staff position
- Hourly rates
- Direct costs and subconsultant fees
- A current charge rate schedule



VI. Selection Criteria

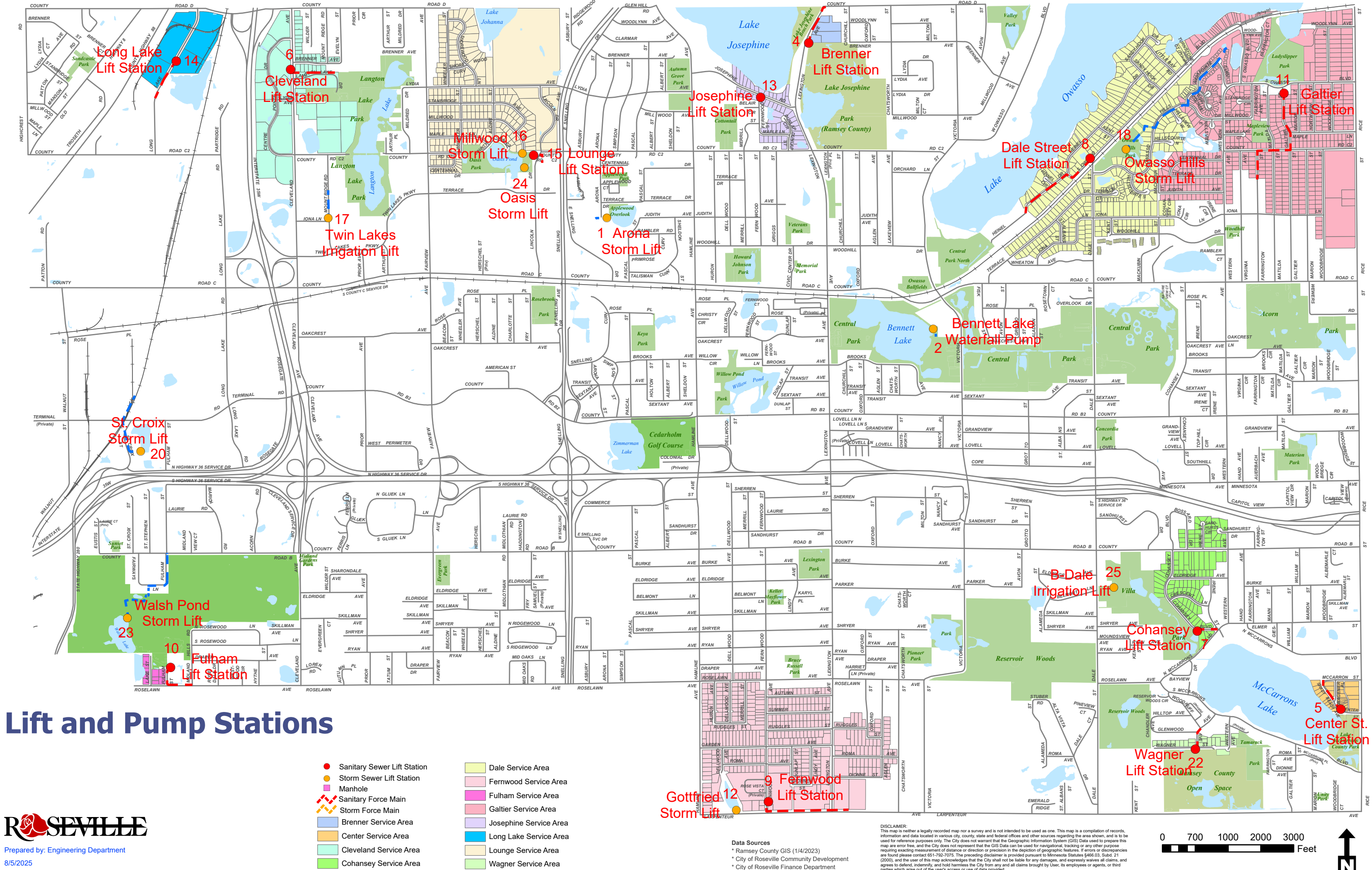
The City of Roseville will evaluate proposals based on the following criteria:

1. Firm's experience with similar projects/services. (20%)
2. Proposed approach and methodology. (25%)
3. Clarity and quality of the proposal. (5%)
4. Fee proposal and cost-effectiveness. (45%)
5. References and past performance. (5%)

VII. Submission Instructions

Proposals must be submitted by **4:00 PM on September 10, 2025**. Submit proposals electronically to erik.henricksen@cityofroseville.com. Please limit submittals to 10 pages.

EXHIBIT A



Prepared by: Engineering Department
8/5/2025

TABLE 1

ID	Lift Station Name	Address	Type	Constructed / Reconstructed	Rehabilitated	Pump HP	Number of Pumps	Dry Well Depth (ft)	Wet Well Depth (ft)	Power
UTIL-01	Arona Storm Lift Station	1478 Terrace Dr	Storm Sewer	2003	--	11	2	--	20.7	3 Phase 208V
UTIL-02	Bennett Lake Waterfall Pump	2535 Victoria St	Storm Pump Station	1972	2015	10	1(LS) 1(SUMP)	--	19.25(LS) 20(SUMP)	3 Phase 460V
UTIL-04	Brenner Lift Station	3050 Lexington Ave	Sanitary Sewer	1995	2028	8	2	5.5	22	3 Phase 230V
UTIL-05	Center Street Lift Station	201 Center St	Sanitary Sewer		2027	4.8	2	10	23	3 Phase 230V
UTIL-10	Fulham Lift Station	1953 Fulham St	Sanitary Sewer	2006	2029	3	2	--	20.78	3 Phase 230V
UTIL-13	Josephine Lift Station	1216 Josephine Rd	Sanitary Sewer	2013	--	2	2	10.7	23.2	3 Phase 230V
UTIL-16	Millwood Storm Lift Station	1632 Millwood Ave	Storm Sewer			15	2	Unknown	14.6	1 Phase 240V
UTIL-17	Twin Lakes Irrigation Pump	2761 Mount Ridge Rd	Storm Pump Station	2010	--	10	1	Unknown	8	3 Phase 208V
UTIL-20	Saint Croix Storm Lift Station	2340 Saint Croix St	Storm Sewer	1965	2016	200	2	--	21	3 Phase 460V
UTIL-06	Cleveland Lift Station	3033 Cleveland Ave	Sanitary Sewer	2019	--	15	2	9.5	23	3 Phase 230V
*UTIL-07	Cohansey Lift Station	2013 Cohansey Blvd	Sanitary Sewer		2026	5	2	--	--	3 Phase 230V
UTIL-08	Dale Street Lift Station	635 South Owasso Blvd	Sanitary Sewer	1992	2025	8	2	11.15	25.75	3 Phase 230V
UTIL-09	Fernwood Lift Station	1680 Fernwood St	Sanitary Sewer	1973	2022	12	3	19.58	19.25	3 Phase 480V
UTIL-11	Galtier Lift Station	2980 Galtier St	Sanitary Sewer	1973	2021	20	2	10.6	21.8	3 Phase 230V
**UTIL-12	Gottfried Storm Lift Station	1300 Larpenteur Ave	Storm Sewer	2011	2026	70	2	9.5	36.2	3 Phase 460V
UTIL-14	Long Lake Lift Station	3050 Long Lake Rd	Sanitary Sewer	2023	--	5	2	--	18.43	3 Phase 230V
UTIL-15	Lounge Lift Station	1610 County Rd C2	Sanitary Sewer	1992	2018	8	2	17	26.75	3 Phase 230V
UTIL-18	Owasso Hills Storm Lift Station	571 Owasso Hills Dr	Storm Sewer	1996	2021	70	2	--	20	3 Phase 460V
UTIL-22	Wagner Lift Station	435 Wagner Ave	Sanitary Sewer	2015	--	5	2	9.5	14.75	3 Phase 230V
UTIL-23	Walsh Pond Storm Lift Station	1999 Fulham St	Storm Sewer	2018	--	50	1	6.66	9.92	3 Phase 480V
UTIL-24	Oasis Storm Pump	1610 County Rd C2	Storm Pump Station	2018	--	2	1	--	8.2	3 Phase 230V
UTIL-25	B-Dale Storm Irrigation Pump	2100 Dale St	Storm Pump Station	2016		Unknown	1	Unknown	15	Unknown
	Requires verification of information									
	Stations anticipated not to require cost estimate. <i>Dependent on consultants 10-year CIP recommendations.</i>									
	Scope of evaluation is on intake performance and improvements only									
*	City moving forward with improvements in 2026, no evaluation required									
**	County lift station already planned for improvements in 2026, no evaluation required. <i>City has agreements for cost-share participation.</i>									

CITY OF ROSEVILLE PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“Agreement”) is made on the _____ day of 20____, between the City of Roseville, a Minnesota municipal corporation (the “City”), and [NAME OF CONSULTANT] ,a [TYPE OF ENTITY] (the “Consultant”, each a “Party” and together the “Parties”).

1. Scope of Work. The Consultant agrees to provide the professional services described in **Exhibit A** (“Work”) which is attached to this Agreement and incorporated by this reference. All Work provided by Consultant under this Agreement shall be provided in a manner consistent with the level of care and skill ordinarily exercised by professional consultants currently providing similar services.

2. Term and Termination. The term of this Agreement will commence on [DATE]. Unless extended by written agreement of the Parties, this Agreement will terminate no later than [DATE], or upon completion of the Work, whichever occurs first. Such extension may be approved by the Public Works Director, or their designee. This Agreement may be terminated earlier by the City with or without cause, by delivering, a written notice at least thirty (30) days prior to the date of such termination to Consultant. The date of termination shall be stated in the notice. Upon termination the Consultant shall be paid for services rendered and eligible reimbursable expenses incurred by the Consultant through and until the date of termination. If the City terminates this Agreement for cause, the notice shall so-state, and no further payment shall be due to the Consultant following the delivery of the termination notice.

3. Compensation for Work. The City agrees to compensate Consultant the in accordance with **Exhibit B** attached hereto for the Work. Any changes in the Work which may result in an increase to the compensation due the Consultant shall require prior written approval of the City.

4. Method of Payment. Following the conclusion of each calendar month, Consultant must submit an itemized invoice detailing actual hours worked and actual expenses incurred for Work performed under this Agreement during the previous month. Invoices submitted shall be paid in the same manner as other claims made to the City. Invoices shall contain the following:

a. For compensation based on hours worked by various individuals, for each individual, their name, job title, the number of hours worked, rate of pay and description of the Work performed. For reimbursable expenses an itemized listing including, as applicable, receipts for such expenses.

b. Upon request of the City, Consultant must also provide the City’s project number, a progress summary showing the original (or amended) amount of the Agreement, the current billing, past payments, the unexpended balance due under the Agreement.

5. Representatives and Notices: The below-named individuals will act as the representatives of the Parties with respect to the work to be performed under this Agreement. Any termination

notice issued under this Agreement shall be either hand delivered or sent by U.S. Mail to the below-named individuals:

To City:

City of Roseville
Attn: [NAME, TITLE]
2660 Civic Center Drive
Roseville, MN 55113

To Consultant:

Attn: _____

6. Assignment or Subcontracting. Unless noted otherwise in Exhibit A, the Consultant shall not assign or enter into subcontracts for services provided under this Agreement without the written consent of the City. If subcontracts are approved and entered into, the Consultant shall promptly pay any subcontractor involved in the performance of this Agreement as required by, and the Contractor shall otherwise comply with, the State Prompt Payment Act.

7. Independent Contractor. All Work provided pursuant to this Agreement shall be provided by Contractor as an independent contractor and not as an employee of the City for any purpose. Any and all officers, employees, subcontractors, and agents of Contractor, or any other person engaged by Contractor in the performance of the Work pursuant to this Agreement, shall not be considered employees of the City. Contractor, its employees, subcontractors, or agents shall not be entitled to any of the rights, privileges, or benefits of the City's employees, except as otherwise stated herein.

8. Annual Review. Following the anniversary date of each year of this Agreement, the City shall have the right to conduct a review of the performance of the Work performed by the Contractor under this Agreement. The Contractor agrees to cooperate in such review and to provide such information as the City may reasonably request. Following each performance review the Parties shall, if requested by the City, meet and discuss the performance of the Contractor relative to the remaining Work to be performed by the Contractor under this Agreement.

9. Compliance with Laws and Regulations. The Contractor shall comply with all federal, state and local laws, statutes, ordinances, rules and regulations in the performance of the Work.

10. Non-Discrimination. During the performance of this Agreement, the Contractor shall not discriminate against any person, contractor, vendor, employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age. The Contractor shall post in places available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause and stating that all qualified applicants will receive consideration for employment. The Contractor shall incorporate the foregoing requirements in all of its subcontracts for Work done under this Agreement and will require all of its subcontractors performing such Work to incorporate such requirements in all subcontracts for the performance of the Work. The Contractor further agrees to comply with all aspects of the Minnesota Human Rights Act, Minnesota Statutes 363.01, et. seq., Title VI of the Civil Rights Act of 1964, and the Americans with Disabilities Act.

11. Data Practices Act Compliance. Contractor acknowledges that all data provided, produced, or obtained under this Agreement shall be protected, maintained, and administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (the “Act”), and that with regard to such data Contractor must comply with the Act as if it were a government entity. Contractor will immediately report to the City any requests from third Parties for information relating to this Agreement.

12. Audit Disclosure. Under Minn. Stat. § 16C.05, subd. 5, Contractor’s books, records, documents, and accounting procedures and practices relevant to this Agreement, including books and records of any approved subcontractors, are subject to examination by the City and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years after the termination of this Agreement.

13. Indemnification. The Contractor agrees to defend, indemnify and hold the City, and its mayor, councilmembers, officers, agents, employees, and representatives harmless from and against all liability, claims, damages, costs, judgments, losses and expenses, including but not limited to reasonable attorney’s fees, arising out of or resulting from any negligent or wrongful act or omission of the Contractor, its officers, agents, employees, contractors and/or subcontractors, pertaining to the performance or failure to perform the Work. Nothing herein shall be construed as a limitation on or waiver of any immunities or limitations on liability available to the City under Minnesota Statutes, Chapter 466, or other law.

14. Insurance. Prior to starting the Work and during the full term of this Agreement, the Contractor shall procure and maintain, at Contractor's expense, as follows:

- a. Workers Compensation insurance for all employees performing Work under this agreement in accordance with Minnesota law. The Contractor shall also provide Employer’s Liability Insurance with minimum limits as follows:

- \$500,000 – Bodily Injury by Disease per employee
- \$500,000 – Bodily Injury by Disease aggregate
- \$500,000 – Bodily Injury by Accident

If Minnesota Statutes, Section 176.041 exempts the Contractor from Workers’ Compensation insurance, the Contractor must provide a written statement, signed by an authorized representative, indicating the qualifying exemption that excludes the Contractor from the Minnesota Workers’ Compensation requirements.

- b. Professional/Technical (Errors and Omissions) Liability Insurance

For contractors providing professional services as determined by the City, the Contractor is required to maintain Professional Liability (Errors and Omissions) Insurance that provides coverage for all claims the Contractor may become legally obligated to pay resulting from any actual or alleged negligent act, error, or

omission related to the Contractor's professional services required under the contract.

The Contractor is required to carry the following minimum limits:

- \$2,000,000 – per occurrence
- \$2,000,000 – annual aggregate

The retroactive or prior acts date of such coverage shall not be after the effective date of the contract and the Contractor shall maintain such insurance for a period of at least two (2) years, following completion of the work. If such insurance is discontinued, extended reporting period coverage must be obtained by the Contractor to fulfill this requirement.

- c. Commercial General Liability Insurance: The Contractor is required to maintain Commercial General Liability Insurance protecting it from claims for damages for bodily injury, including death, and from claims for property damage, which may arise from operations under the contract. This policy shall have no coverages removed by endorsement. Insurance minimum limits are as follows:

- \$1,500,000 – per occurrence
- \$2,000,000 – annual aggregate
- \$2,000,000 – annual aggregate – Products/Completed Operations

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

The City, including its elected and appointed officials, employees, and agents, must be endorsed as an Additional Insured using ISO Form CG 20 10 or equivalent for Ongoing Operations and ISO Form CG 20 37 or equivalent for Products/Completed Operations.

- d. Business Automobile Liability Insurance.

The Contractor is required to maintain Business Automobile Liability Insurance protecting it from claims for damages for bodily injury, including death, and from claims for property damage resulting from the ownership, operation, maintenance or use of all autos which may arise from operations under the contract. Insurance minimum limits are as follows:

- \$1,000,000 – per occurrence Combined Single Limit for Bodily Injury and Property Damage

- The following coverages shall be included: Owned, Hired, and Non-owned Automobiles.
- e. Additional Insurance conditions:
- The Contractor's policies shall be primary insurance and non-contributory to any other valid and collectible insurance available to the City with respect to any claim arising out of the Contractor's performance under the contract.
 - An Umbrella or Excess Liability insurance policy may be used to supplement the Contractor's policy limits to satisfy the full policy limits required by the contract.
 - All insurance shall be provided on an occurrence basis and not on a claims-made basis, except professional liability insurance or other coverage not reasonably available on an occurrence basis; provided that all such claims-made coverage is subject to the approval of the City Attorney.
 - Any insurance limits in excess of the minimum limits shall be available to the City.
 - All policies, except professional liability, shall be endorsed with a waiver of subrogation in favor of the City, including its elected and appointed officials, employees, and agents for losses arising from activities under the contract.
 - Deductibles and self-insured retentions must be declared to and approved by the City. The City may require the Contractor to provide proof of ability to pay losses and related expenses within the deductible and retention.
 - The Contractor is required to submit a Certificate of Insurance acceptable to the City as evidence of the required insurance coverage requirements.
 - The 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' written notice for non-payment of premium.
 - The Contractor is responsible to review and ensure all subcontractors comply with the insurance provisions contained herein and said insurance is maintained as specified.
 - If the City authorizes the Contractor to be self-insured, a Certificate of Self-Insurance must be attached.
 - The Contractor shall obtain insurance policies from insurance companies having an "AM BEST" rating of A- (minus); Financial Size Category (FSC) VII or better, and authorized to do business in the State of Minnesota, or as approved by the City.
 - The City reserves the right to immediately terminate the contract if the Contractor is not in compliance with the insurance requirements and retains all rights to pursue any legal remedies against the Contractor.

- All insurance policies must be open to inspection by the City, and copies of policies must be submitted to the City's authorized representative upon written request.
- The City's failure to approve or disapprove the Contractor's policies or certificates shall not relieve the Contractor of full responsibility to maintain the required insurance.
- If the coverage period shown on the Contractor's current certificate of insurance ends during the duration of the project, the Contractor must, prior to the end of the coverage period, obtain a new certificate of insurance showing that coverage has been extended.
- No representation is made that the minimum insurance requirements are sufficient to cover the obligations of the Contractor under the contract.
- Contractor must provide a copy of: (i) a certification of insurance satisfactory to the City, and (ii) if requested, the Contractor's insurance declaration page, riders and/or endorsements, as applicable, which evidences the compliance with this Paragraph, must be filed with the City prior to the start of Contractor's Work. Such documents evidencing insurance shall be in a form acceptable to the City and shall provide satisfactory evidence that the Contractor has complied with all insurance requirements.

15. Ownership of Documents. All plans, diagrams, analysis, reports and information generated in connection with the performance of this Agreement (the "Information") shall become the property of the City, but the Contractor may retain copies of such documents as records of the services provided. The City may use the Information for any reasons it deems appropriate without being liable to the Contractor for such use. The Contractor shall not use or disclose the Information for purposes other than performing the Work contemplated by this Agreement without the prior consent of the City.

16. Conflicts. No salaried officer or employee of the City and no member of the City Council of the City shall have a financial interest, direct or indirect, in this Agreement. The violation of this provision shall render this Agreement void.

17. Waiver. Any waiver by either Party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement or either Parties' ability to enforce a subsequent breach.

18. Governing Law. This Agreement shall be controlled by the laws of the State of Minnesota. Any disputes, controversies, or claims arising under this Agreement shall be heard in the state or federal courts of Minnesota and the Parties waive any objections to jurisdiction.

19. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be considered an original.

20. Severability. The provisions of this Agreement are severable. If any portion hereof is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision shall not affect the remaining provisions of this Agreement.

21. Entire Agreement. Unless stated otherwise in this, the entire agreement of the Parties is contained in this Agreement. This Agreement supersedes all prior oral agreements and negotiations between the Parties relating to the subject matter hereof as well as any previous agreements presently in effect between the Parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the Parties, unless otherwise provided herein. Any modification of this agreement may be approved in writing by the Public Works Director, or their designee.

(The remainder of this page has intentionally been left blank.)

IN WITNESS WHEREOF, the undersigned Parties have entered into this Agreement as of the date set forth above.

CITY OF ROSEVILLE

[COMPANY]

By: _____
Daniel J. Roe, Mayor

By: _____
Its: _____

By: _____
Patrick Trudgeon, City Manager

By: _____
Its: _____

EXHIBIT A

WORK

The Contractor shall perform the following Work at the following locations:

EXHIBIT B
COMPENSATION

** Must include list of reimbursable expenses or statement that no expenses are eligible for reimbursement.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/22/2025
Item No.: 12.e.

Department Approval



City Manager Approval



Item Description: City Support for the Rice Creek Watershed District State Bonding Request for the Jones Lake Project

Background

A July 2011 rain event dropped six inches of rain over the course of a few hours and led to multiple areas of flooding within the city. The most highly impacted areas were Fairview Avenue at Hwy 36 and Gottfried Pit on Larpenteur Avenue, as well as several residential structure issues. This rain event was considered a 0.5% chance event (200-year rainfall), and the City is still working on solving several of the issues that were identified during the event.

Following the 2011 event, New Brighton and St. Anthony Village worked with the Rice Creek Watershed District (RCWD) to complete flood studies within their cities in 2012, which focused on flood problems, solutions and costs. Roseville documented the issues caused by the 2011 event and worked internally to prioritize and determine appropriate next steps.

In 2013, the cities of New Brighton and St. Anthony Village petitioned RCWD for the establishment of a phased basic water management project. The goal of this project was to develop a comprehensive and integrated strategy for stormwater management, flood damage reduction, and water quality enhancement. The cities utilized the findings of the report to implement a series of project components to achieve reasonable stormwater management and flood damage reduction objectives. Roseville requested to be a petitioner in 2014 and RCWD accepted the amended petition in June 2014.

The petition created the Watershed Basic Water Management Project 2013-01, which is made up of several phases:

- Phase 1 consisted of phasing, coordination, and implementation proposals contained within the original petition, and a report was submitted March 31, 2014. This Phase 1 report identified two projects, Mirror Lake and Hansen Park, as key features in the overall project objectives and were ready for immediate implementation while other project components continued to be analyzed. Both the Mirror Lake and Hansen Park Projects were completed in 2018.

- Phase 2 consisted of feasibility studies that developed a regional, comprehensive stormwater management and flood damage reduction plan, to include water quality features, which identified capital improvements and other actions to be undertaken by the cities and RCWD. Phase 2 was completed in 2019.
- Phase 3 consisted of developing the implementation timelines and priorities, cost allocations and revenue generation methods for both implementation and long-term maintenance of the capital improvements and water quality features.
- Phase 4 is implementation. This phase has several components identified that need to be completed to create a viable project. Jones Lake is one of six projects within this phase and will have the largest regional improvement to improve drainage and reduce flooding. All of the projects under Phase 4 are coordinated by the RCWD and the cities.

Within the reports created by the Basic Watershed Management Project, Jones Lake was identified as having significant regional importance to improve water quality and reduce the overall risk of flooding in the cities of New Brighton, Roseville, and St. Anthony Village, as well as along the 35W corridor within the Ramsey County Ditch 2, 3, & 5 drainage area.

In 2024, both New Brighton and Roseville approved resolutions (Attachment 2) supporting the RCWD State bonding request, and New Brighton also purchased additional property around Jones Lake to be better prepared for the potential project. Unfortunately, the bonding request wasn't approved.

Taking in the comments from the legislators following the original request, Roseville adopted an updated resolution (Attachment 3) on March 17, 2025, with updated figures and a new bonding request.

The RCWD was recently awarded grant funding from the Minnesota Pollution Control Agency (MPCA) in the amount of \$1.17 million to be used towards final design and construction. With the new grant funding and estimated required match, the bonding request is now \$6.84 million for the estimated \$8.8 million project.

Policy Objectives

It is City policy to keep City-owned infrastructure in good operating condition and to keep systems operating in a safe condition, and to cooperate and collaborate with adjacent municipalities and watershed districts to address intercommunity drainage issues.

Equity Impact Summary

There should be no equity impacts associated with this request. Stormwater improvements provide a system-wide benefit and all residents and property owners in the area benefit by the system operating as intended.

Budget Implications

There are no budget implications for Roseville's support of the Rice Creek Watershed District's bonding request.

Staff Recommendations

Staff recommends the City Council pass the resolution of support for the Rice Creek Watershed District State bonding request.

Requested Council Action

A motion to approve a resolution of support for the Rice Creek Watershed District State bonding request.

Prepared by: Ryan Johnson, Environmental Manager

Attachments:

1. Resolution
2. Resolution Supporting the RCWD Bonding Request
3. Resolution with Updated Figures and New Bonding Request
4. Ramsey County Ditch 2, 3, & 5 Drainage Area Map

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 22nd day of September, 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 SUPPORTING RICE CREEK WATERSHED DISTRICT STATE
BONDING REQUEST FOR JONES LAKE**

WHEREAS, in 2013, the City of New Brighton and the City of St. Anthony Village petitioned the Rice Creek Watershed District to address stormwater management and flooding within our cities; and

WHEREAS, Roseville petitioned the Rice Creek Watershed District in 2014 to be a co-petitioner with New Brighton and St. Anthony Village; and

WHEREAS, the Rice Creek Watershed District amended the 2013 petition and approved the inclusion of the City of Roseville in June 2014; and

WHEREAS, the Rice Creek Watershed District has implemented project improvements in Hansen Park and Mirror Lake to meet primary project objectives that were completed in 2018; and

WHEREAS, New Brighton has acquired property in and around Jones Lake to facilitate a large stormwater project that mitigates flooding risk in the petition communities; and

WHEREAS, the Jones Lake Project is phase four of a multi-phase/multi-year collaborative effort between the Rice Creek Watershed District, City of New Brighton, City of St. Anthony, and the City of Roseville; and

WHEREAS, the Jones Lake Project is estimated to be \$8.8 million for design and construction, and the Rice Creek Watershed District has received a \$1.17 million grant from the Minnesota Pollution Control Agency to support the final design and first phase of construction of the Jones Lake Project; and

WHEREAS, completion of this project would not be possible without the assistance of State bonding given the scope and cost of the entire project.

34 NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville, that the
35 City supports the Rice Creek Watershed District's request for State bonding in the amount of
36 \$6,840,000 for the final phase of construction of the Jones Lake Project.

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

41 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 22nd day of September, 2025, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 22nd day of September, 2025.

Patrick Trudgeon, City Manager

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 29th day of January, 2024, at 6:00 p.m.

The following members were present: Etten, Groff, Strahan, and Roe;
and the following were absent: Schroeder

Member Etten introduced the following resolution and moved its adoption:

RESOLUTION No. 12051

**RESOLUTION SUPPORTING RICE CREEK WATERSHED DISTRICT STATE BONDING
REQUEST FOR JONES LAKE**

WHEREAS, in 2013, the City of New Brighton and the City of St. Anthony Village petitioned the Rice Creek Watershed District to address stormwater management and flooding within our cities; and

WHEREAS, Roseville petitioned the Rice Creek Watershed District in 2014 to be a co-petitioner with New Brighton and St. Anthony Village; and

WHEREAS, the Rice Creek Watershed District amended the 2013 petition and approved the inclusion of the City of Roseville in June 2014; and

WHEREAS, the Rice Creek Watershed District has implemented project improvements in Hansen Park and Mirror Lake to meet primary project objectives that were completed in 2018; and

WHEREAS, New Brighton has acquired property in and around Jones Lake to facilitate a large stormwater project that mitigates flooding risk in the petition communities; and

WHEREAS, the Jones Lake Project is estimated to be \$7 million for design and construction, and the project would not be possible without the assistance of State bonding given the scope and cost of the entire project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville, that the City supports the Rice Creek Watershed District's request for State bonding in the amount of \$7,000,000 for the design and construction of the Jones Lake Project.

The motion for the adoption of the foregoing resolution was duly seconded by Member Groff, and upon a vote being taken thereon, the following voted in favor thereof: Etten, Groff, Strahan, and Roe; and the following voted against the same: None.

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 29th day of January, 2024, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 29th day of January, 2024.



Patrick Trudgeon, City Manager

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 17th day of March, 2025, at 6:00 p.m.

The following members were present: Bauer, Schroeder, and Acting Mayor Groff.
and the following were absent: Strahan and Mayor Roe.

Member Bauer introduced the following resolution and moved its adoption:

RESOLUTION No. 12140

**RESOLUTION SUPPORTING RICE CREEK WATERSHED DISTRICT STATE
BONDING REQUEST FOR JONES LAKE**

WHEREAS, in 2013, the City of New Brighton and the City of St. Anthony Village petitioned the Rice Creek Watershed District to address stormwater management and flooding within our cities; and

WHEREAS, Roseville petitioned the Rice Creek Watershed District in 2014 to be a co-petitioner with New Brighton and St. Anthony Village; and

WHEREAS, the Rice Creek Watershed District amended the 2013 petition and approved the inclusion of the City of Roseville in June 2014; and

WHEREAS, the Rice Creek Watershed District has implemented project improvements in Hansen Park and Mirror Lake to meet primary project objectives that were completed in 2018; and

WHEREAS, New Brighton has acquired property in and around Jones Lake to facilitate a large stormwater project that mitigates flooding risk in the petition communities; and

WHEREAS, the Jones Lake Project is phase four of a multi-phase/multi-year collaborative effort between the Rice Creek Watershed District, City of New Brighton, City of St. Anthony, and the City of Roseville; and

WHEREAS, the Jones Lake Project is estimated to be \$7.8 million for design and construction, and the project would not be possible without the assistance of State bonding given the scope and cost of the entire project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville, that the City supports the Rice Creek Watershed District's request for State bonding in the amount of \$7,800,000 for the design and construction of the Jones Lake Project.

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

and the following voted against the same: none.

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

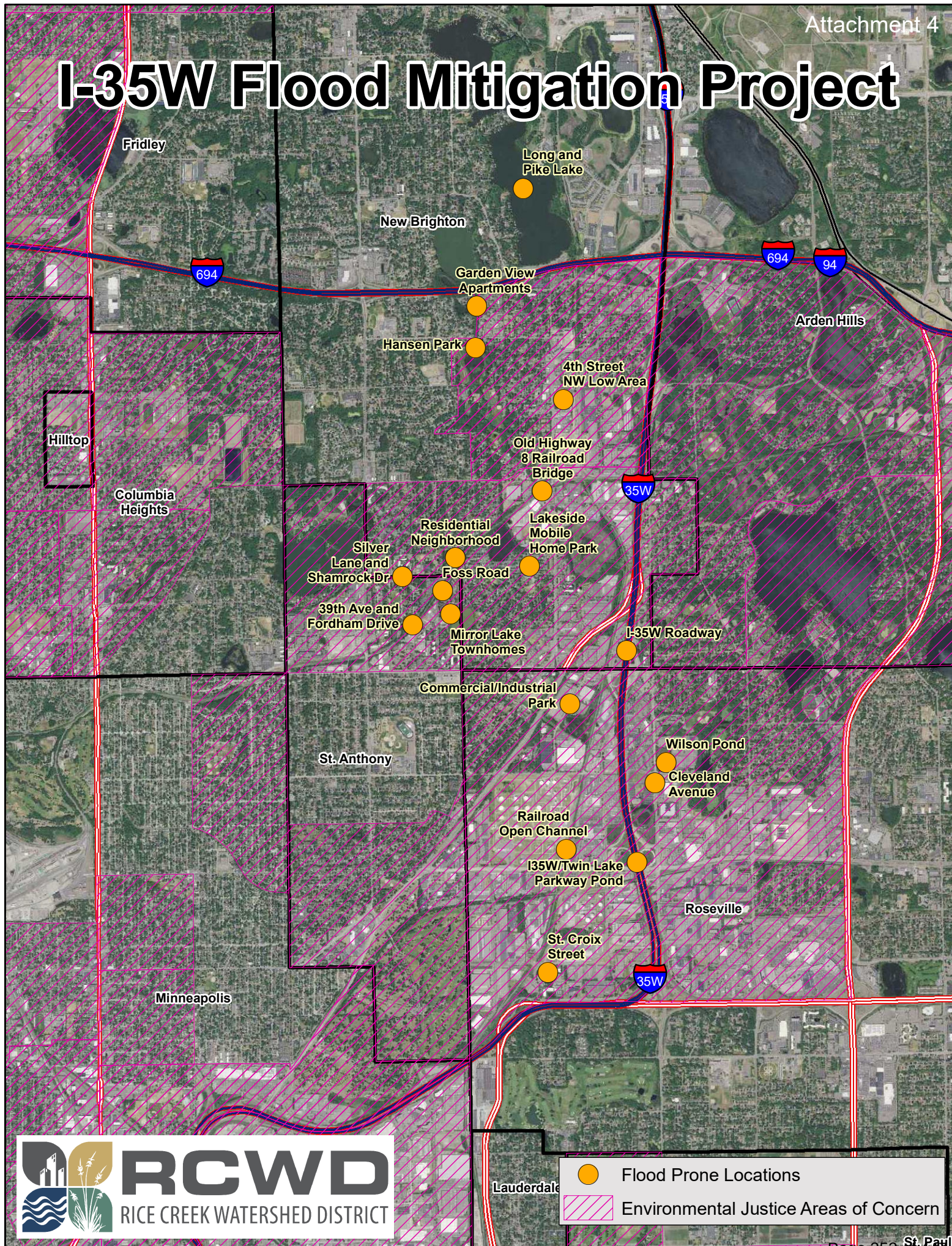
I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 17th day of March, 2025, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 17th day of March, 2025.




Patrick Trudgeon, City Manager

I-35W Flood Mitigation Project

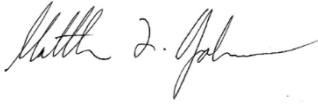


ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/22/2025

Item No.: 12.f.

Department Approval



City Manager Approval



Item Description: Approve Resolution Supporting the Request for State Funds in the 2026 Capital Bonding Bill in the Amount of \$1,632,000 for Capital Improvements and Renovations at the John Rose Minnesota OVAL.

Background

As part of the City's Legislative Priorities, funding from the State of Minnesota for capital improvements and renovations at the John Rose Minnesota OVAL has been identified as a top priority.

The OVAL, constructed in 1993 through a partnership between the City of Roseville and the State of Minnesota, is a world-class recreational and athletic facility and home to the largest outdoor refrigerated ice sheet in North America. It supports year-round recreational skating and programming while also serving as a training and competition venue for local, state, national, and international user groups.

In 2020, the City received \$3.9 million from the State toward a \$5 million capital request. That funding completed Phase One improvements—replacing the rink perimeter and drainage, refrigeration system, padding system, and other infrastructure—on time and under budget. Several high-priority enhancements identified in the original 2018 condition assessment remain outstanding.

The City has submitted a 2026 bonding request of \$1,632,000 to complete Phase Two of improvements at the OVAL. This request addresses the remaining critical needs to ensure the facility's safety, functionality, and long-term sustainability.

Phase Two improvements include:

- Roof replacement for the OVAL lobby, the banquet center, and the mechanical areas, prepared for future solar readiness.
- Replacement of aging rooftop HVAC units connected to the facility's geothermal system.
- Renovation of upper-level bathrooms to meet ADA standards and accommodate large event crowds.
- Replacement of outdated OVAL rink lighting with modern, energy-efficient LED systems.

28
29
30
31
32
33

34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61

- Associated design, contingency, and inflation costs.

Without State financial support, the City will be required to cover the remaining costs for this regional and statewide facility. Given the facility’s significance beyond Roseville—hosting Olympic-level athletes, international bandy tournaments, U.S. Speedskating events, and inclusive programming such as the Hockey Without Limits Camp—the City depends on the State’s partnership to preserve and enhance this asset.

Policy Objectives

Requesting state funds will ensure that the John Rose Minnesota OVAL remains a safe, sustainable, and accessible statewide asset. This investment will protect a 30+ year-old facility, improve energy efficiency, expand ADA access, and maintain Minnesota’s reputation as a hub for winter sports and recreation.

Equity Impact Summary

N/A

Budget Implications

The City’s Capital Improvement Program currently identifies these projects but funding is uncertain. Securing state bonding dollars will allow the projects to move forward in 2026, with completion anticipated by late summer/early fall 2027.

Staff Recommendations

Staff recommends approving the resolution supporting the request for state funds in the 2026 Capital Bonding Bill for \$1,632,000 for capital improvements and renovations at the Guidant John Rose Minnesota OVAL (Attachment 1).

Requested Council Action

Motion to approve a resolution supporting the request for state funds in the 2026 Capital Bonding Bill in the amount of \$1,632,000 for capital improvements and renovations at the Guidant John Rose Minnesota OVAL.

Prepared by: Matthew Johnson, Parks and Recreation Director

Attachments: 1. Resolution of Support for John Rose MN OVAL Bonding Request

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

4
5 * * * * *

6
7 Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of
8 Roseville, County of Ramsey, Minnesota was duly held on the 22 day of September 2025, at
9 6:00 p.m.

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

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

16
17 **RESOLUTION No.**

18
19 WHEREAS, the Guidant John Rose Minnesota OVAL was constructed in 1993 through a
20 partnership between the State of Minnesota and the City of Roseville; and
21

22 WHEREAS, the OVAL is a world-class recreational and athletic facility, featuring the largest
23 outdoor refrigerated sheet of ice in North America, and has served as a statewide, regional,
24 national, and international venue for over 30 years; and
25

26 WHEREAS, the OVAL is home to numerous user groups, including area youth hockey
27 associations, the Greater Minnesota Speedskating Association, Midway Speedskating Club, and
28 USA Bandy, and regularly hosts national and international competitions, drawing athletes and
29 visitors from across the United States and abroad; and
30

31 WHEREAS, the OVAL is also the site of inclusive programming such as the Minnesota Wild's
32 "Hockey Without Limits" camp, which provides opportunities for individuals with physical
33 disabilities and those facing financial barriers to participate in hockey; and
34

35 WHEREAS, the City of Roseville has previously received State of Minnesota bonding
36 appropriations for capital improvements at the OVAL in 1998, 2006, 2008, and 2020, totaling
37 over \$6 million; and
38

39 WHEREAS, in 2020, the City received \$3.9 million toward a \$5 million request to complete
40 Phase One capital improvements, including replacement of the rink slab, refrigeration system,
41 and other infrastructure, which were completed on time and under budget; and
42

WHEREAS, Phase Two of the improvements remains unfunded and is urgently needed to address critical health, safety, accessibility, and energy-efficiency issues at the OVAL; and

WHEREAS, the City has submitted a 2026 bonding request in the amount of \$1,632,000 to complete Phase Two improvements, including:

- Roof replacement for the lobby, the banquet center, and the mechanical areas, prepared for solar readiness;
- Replacement of failing rooftop HVAC units connected to the facility's geothermal system;
- Renovation of upper-level bathrooms to meet ADA standards;
- Replacement of outdated rink lighting with modern, energy-efficient LED systems; and

WHEREAS, these improvements are necessary to preserve this unique Minnesota facility, safeguard the public's investment, and ensure the OVAL continues to serve residents statewide for decades to come;

NOW, THEREFORE, BE IT RESOLVED, that the Roseville City Council supports the request for state funds in the amount of \$1,632,000 for capital improvements and renovations to the Guidant John Rose Minnesota OVAL, and requests that this amount be included in the 2026 State of Minnesota Capital Bonding Bill.

BE IT FURTHER RESOLVED, that the Roseville City Council authorizes the City Manager to apply to the State of Minnesota for state funds in the amount of \$1,632,000 for these capital improvements and renovations.

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

WHEREUPON said resolution was declared duly passed and adopted.

75
76
77
78 STATE OF MINNESOTA)
79) SS
80 COUNTY OF RAMSEY)
81
82

83 I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of
84 Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and
85 foregoing extract of minutes of a regular meeting of said City Council held on the day of,
86 , 20 with the original thereof on file in my office.
87

88 WITNESS MY HAND officially as such Manager this day of , 20
89
90

91
92 SEAL
93

94
95 _____
Patrick J. Trudgeon, City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/22/2025
Item No.: 12.g.

Department Approval



City Manager Approval



Item Description: Approve Regions EMS Field Experience Agreement with Fire Department

Background

The Fire Department has been partnering with Regions EMS as our medical director for more than eight years. Regions EMS seeks to enhance its own EMS Paramedic education program by obtaining ride-along training experiences at Roseville Fire. The Fire Department has prided itself as a high-level provider of emergency medical care, as well as a high volume of emergency calls. This agreement allows for paramedic students, including some that may be Roseville firefighters, to experience and practice good patient care and a high volume of call experience to apply classroom training and lessons.

This agreement is a collaboration to provide a learning atmosphere for students by affording them the opportunity to observe fire department staff. This agreement has been reviewed by the City Attorney.

Policy Objectives

This agreement allows for the City to maintain our standards and expectations for a safe community. In which educational institutions want their students to learn from our staff. This promotes the training and development of our staff and the importance of having a safe and secure community.

Equity Impact Summary

Regions EMS recruits and accepts students from all backgrounds to promote skills and employment opportunities into emergency medical services. Many of their goals related to equity mirror those of the City of Roseville.

Budget Implications

There are no budget implications to enter into this agreement.

Staff Recommendations

Approve the EMS Clinical Experience Agreement with Regions EMS.

Requested Council Action

Approve the EMS Clinical Experience Agreement with Regions EMS.

34

35

Prepared by: David Brosnahan, Fire Chief

Attachments: 1. Regions EMS Field Experience Agreement

36

EMS CLINICAL EXPERIENCE AGREEMENT

THIS EMS CLINICAL EXPERIENCE AGREEMENT (“**Agreement**”) is by and between the City of Roseville, Minnesota, a municipal corporation under the laws of the State of Minnesota, hereinafter referred to as “**City**,” and Regions Hospital, a Minnesota nonprofit corporation through its Regions Emergency Medical Services Program (“**Regions EMS**”). City and Regions EMS may individually be referred to as a “**Party**” or collectively as the “**Parties**.” This Agreement is effective the later of January 1, 2026 or the date of execution by the Parties (“**Effective Date**”).

RECITALS

WHEREAS, City and Regions EMS share the common goals of education, patient care, and community service in connection with emergency medical services (“**EMS**”); and

WHEREAS, City operates the Roseville Fire Department which, in turn, operates its Paramedics/EMS operations division - an all hazard response agency comprised of firefighters, paramedics, EMTs, public educators, support staff and maintenance personnel; and

WHEREAS, Regions EMS seeks to enhance its own Emergency Medical Services (EMS)/Paramedic education program by obtaining ride along training experiences for its students; and

WHEREAS, Regions EMS desires that City make training ride along rotations available to students, and City is willing to do so, in furtherance of the Parties common goal of providing responsive and high-quality EMS-related services to the Roseville area; and

NOW THEREFORE, in consideration of the mutual covenants and promises set forth below, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

ARTICLE 1 **Clinical Experiences**

- 1.1 City and Regions EMS will collaborate to provide a learning atmosphere for students by affording them the opportunity to observe City staff perform their duties at Roseville Fire Department Station(s) and through ambulance service ride-alongs.
- 1.2 While the City is not responsible for directly teaching or training students, the Regions EMS and City may enter into a Program Letter of Agreement (“**PLA**”) to facilitate and implement the clinical experience ride along rotations under this Agreement (each a “**Ride Along**” or “**Ride Along Rotation**”). A copy of a template PLA is attached hereto as Exhibit A.
- 1.3 For general questions and notices regarding this Agreement, contact information is as follows:

Regions Hospital:

Regions Hospital
Attn: EMS Director
640 Jackson St.
St Paul, MN 55101

City

Roseville Fire Department
Attn: Chief of EMS
David Brosnahan
2701 Lexington Ave N
Roseville, MN 55113

**ARTICLE 2
Responsibilities of the Parties**

- 2.1 Regions EMS Responsibilities. Regions EMS will assume overall responsibility for the general educational experience of students. Such responsibility includes, but is not limited to, the following:
- 2.1.1 Determining the goals and objectives for each student;
 - 2.1.2 Establishing prerequisite criteria for placement of students with City;
 - 2.1.3 Determining completion of the assignment;
 - 2.1.4 Providing information regarding dates for instruction and forecasts of the numbers of students to be assigned to City; and
 - 2.1.5 Providing final evaluation of the students' performance.
- 2.2 City's Responsibilities. City staff will serve as supervisors for the Ride Alongs and will provide the students with the opportunity to observe City staff perform their duties and experience what it is like to be a member of the City's staff. City staff will provide the students with the opportunity to observe all aspects of an emergency medical services call, including the observation of direct patient care. City retains the sole responsibility for patient care at all times, and is not responsible for training, teaching, or permitting students to assist in direct patient care services provided to City patients.
- 2.3 For each Ride Along Rotation, the Parties will identify a person or persons from Regions EMS who is responsible for serving as a liaison to City, and City will identify a person or persons responsible for serving as a liaison to Regions EMS. The liaisons will jointly plan the selection, assignment, and orientation of the students; and periodic review and preparation of objectives for the Ride Alongs.

- 2.4 Professional Behavior. Regions EMS and City are committed to fostering a professional learning environment and through their respective liaisons, will see that appropriate canons of professional behavior are maintained in all Ride Alongs.
- 2.5 Policies, Procedures and Orientation. During Ride Alongs, all students will adhere to and perform their assigned duties in accordance with the applicable policies, procedures, and clinical practices (collectively “**Policies**”) of Regions EMS and City. Regions EMS will use all reasonable efforts to ensure the students comply with the Policies and will not allow any student to participate in a Ride Along if the student fails or refuses to comply with the Policies. Suspensions or terminations of the participation of a student shall be governed by Article 3. The Parties will provide each other current copies of their respective Policies applicable to the Ride Alongs. Each Party will inform the other Party whenever the informing Party’s Policies are revised. City will orient the students to City’s Policies that relate to the Ride Alongs.
- 2.6 Privacy. City and Regions EMS will comply with the Title 45, Section 160-164 of the Code of Federal Regulations, as amended (“**HIPAA**”). Both Parties agree that when protected health information (“**PHI**”), as defined by HIPAA, is provided or made available to the other Party for any purpose, the receiving Party, and its employees, agents or representatives will not use or disclose the PHI other than as permitted or required by this Agreement or state and federal law. Both Parties will take reasonable steps to prevent unauthorized disclosures by its employees, officers, directors, agents, contractors or consultants.
- 2.7 Required Immunizations. Each student who will observe patient care or interact with staff in patient areas as part of their Ride Along, will be required by Regions EMS to obtain and, upon request, provide proof of immunization for measles (rubeola), mumps and rubella or positive titre; chicken pox (varicella), positive history, or positive titre; hepatitis B series or documented immunity; annual influenza vaccination; evidence of annual Mantoux test or a statement from a provider stating that the student does not have active tuberculosis (TB); and proof of other immunizations or vaccinations required by City. Notwithstanding the foregoing, when there is a shortage of a vaccine, students will be required by Regions EMS to comply once vaccine supply levels allow for vaccination; provided, however, that the students will be allowed to participate in the Ride Along only after receiving the necessary vaccination once supply levels allow for vaccination.
- 2.8 Background Investigation. Each student who will have direct contact with patients as part of their Ride Along will be required by Regions EMS to undergo and, upon request, provide documentation of, criminal/maltreatment background investigation pursuant to Minn. Stat. §§ 144.057 and 245A.04 as a pre-requisite to participation in a Ride Along Rotation.
- 2.9 Privacy and Blood-Borne Pathogen Instruction. Regions EMS certifies that the students have been instructed on the confidentiality of medical and personal information related to patients and/or clients, including HIPAA, and, where applicable, have been trained in universal precautions and transmission of blood-borne pathogens prior to beginning the Ride Along Rotation.

- 2.10 Care and Welfare of Patients. City is responsible for the care and welfare of its patients and/or clients. It is understood that individual patient care and client services at City are not controlled, supervised, or paid for by Regions EMS, and Regions EMS does not derive revenue from City's patients, clients or third-Party payers for services provided by City's ambulance/EMS services.
- 2.11 Medical Care for students. City shall provide the same emergency medical care to students that City provides for its employees in the event of an accident or sudden illness involving a student that occurs during a Ride Along.
- 2.12 Insurance. Regions EMS shall provide or require each student to carry hospitalization and medical insurance covering the student. City is not responsible for hospitalization or medical costs incurred by students during any Ride Along. City is not responsible for payment of workers' compensation insurance benefits for the students or for any costs or expenditures incurred by Regions EMS in the conduct of the educational programs referenced in this Agreement, except as expressly provided in this Agreement (or subsequent PLAs, which are considered part of this Agreement upon written approval, signed by each Party to this Agreement).
- 2.13 Review of Agreement. The Parties will review this Agreement periodically to evaluate its overall operations and effectiveness. The Parties agree that such review for the effectiveness of this Agreement will include annual feedback by each Party to the other regarding the quality of the experiences of the students with respect to the Ride Alongs. The persons responsible for effectuating the annual evaluations will be the Assistant Chief of EMS for the City, and the Director of Regions EMS.

ARTICLE 3

Suspension or Termination of students

Regions EMS has the authority to suspend or terminate its students for academic deficiencies or violations of Policies subject to certain procedures afforded to the students. If, however, a student's behavior, performance or conduct threatens the safety or welfare of the patients, visitors, or staff of City, the City may suspend or terminate the student's participation in the Ride Along Rotation. City will consult Regions EMS before suspending or terminating a student, except where consultation is not reasonably possible under the circumstances.

ARTICLE 4

Term and Termination

This Agreement begin on the Effective Date and continue for a period of one year, at which time the Agreement will automatically renew for additional one-year terms unless and until terminated as provided herein. Either Party may terminate this Agreement at any time, for any reason or no reason at all, upon 90 days' written notice. The Parties may terminate this Agreement at any time upon mutual agreement.

ARTICLE 5

Insurance and Indemnification

5.1 Insurance.

5.1.1 Regions EMS Insurance. Regions EMS shall provide and maintain professional and general liability insurance or a program of self-insurance for the same each in the minimum amounts of \$1,000,000 for each claim and \$3,000,000 annual aggregate, and those policies and/or self-insurance programs shall include within the scope of its coverage all negligent acts and omissions and willful misconduct of the students related to the students' performance of their duties during a Ride Along. Upon request, Regions EMS shall provide City proof of such insurance or self-insurance programs evidencing such coverages, and shall notify City immediately upon the cancellation, revocation, suspension, or other alteration to such insurance or self-insurance program.

5.1.2 City Insurance. City's liability shall be governed by the provisions of the Municipal Tort Claims Act, Minnesota Statutes, Chapter 466, now in force or hereafter adopted and other applicable law. City shall provide and maintain professional and general liability insurance (or comparable coverage under a program of self-insurance) in an amount not less than the tort limits specified in the Municipal Tort Claims Act, which shall include within the scope of its coverage all negligent acts and omissions and willful misconduct under this Agreement. Upon request, City shall provide Regions EMS proof of such insurance evidencing such coverages, and shall notify Regions EMS immediately upon the cancellation, revocation, suspension, or other alteration to such insurance.

5.2 Liability. The Parties acknowledge that each Party will be liable for its own acts in connection with this Agreement.

5.3 Survival. The provisions of this **Article 5** shall survive the termination of this Agreement with respect to any claim, action, or proceeding relating to actions or omissions alleged to have occurred during the term of the Agreement.

ARTICLE 6

Miscellaneous Provisions

6.1 Relationship of Parties. Each Party shall be independent contractors and not agents or employees of the other Party. Regions EMS shall be solely responsible for the payment of any compensation to the students participating in a Ride Along. Neither Party shall be responsible for payment of any compensation or benefits, including, but not limited to, worker's compensation, disability or other similar benefits, unemployment or other similar insurance or for withholding income or other similar taxes or social security for any student or employee of the other Party. If any student of Regions EMS is found to be an "employee" of City within the meaning of the Minnesota Worker's Compensation law, the student shall be deemed to be employee of Regions EMS and not City, and Regions EMS shall defend, hold harmless and indemnify City from any and all liability arising under such law. Likewise, if any City employee participating in a Ride Along is found to be an "employee"

of Regions EMS within the meaning of the Minnesota Worker's Compensation law, the City employee shall be deemed to be an employee of City and not Regions EMS

- 6.2 Access to Records. City shall allow Regions EMS to access and review all medical records related to the medical care rendered by the students during a Ride Along for the purpose of evaluating the Regions EMS' educational programs, subject to compliance with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13.
- 6.3 Assignment. Unless otherwise expressly provided in this Agreement, neither Party hereto may assign its rights or delegate its duties under this Agreement without the prior written consent of the other Party, such consent shall not be unreasonably withheld or delayed. Any assignment of rights or delegation of duties by any Party hereto in violation of the provisions of this Section shall be void.
- 6.4 Choice of Law. This Agreement and the performance hereof shall be governed by and construed in accordance with the laws of the State of Minnesota, without regard to its conflict of laws provisions.
- 6.5 Non-Discrimination. All of the Parties hereto agree not to discriminate against individuals because of sex, religion, age, national origin, political affiliation, marital status, physical handicap or any other reason prohibited by state or federal anti-discrimination law, and to abide by all federal, state and local laws relating to non-discrimination.
- 6.6 Severability. The provisions of this Agreement shall be considered as severable, so that the invalidity or unenforceability of any provisions will not affect the validity or enforceability of the remaining provisions; provided that no such severability shall be effective if it materially changes the economic benefit of this Agreement to either Party.
- 6.7 Waiver. The failure of either Party to require the performance of any item or obligation of this Agreement, or the waiver by either Party of any breach of this Agreement shall not act as a bar to subsequent enforcement of such term or obligation or be deemed a waiver of any subsequent breach.
- 6.8 No Inference. This Agreement is being entered into among competent and experienced business persons and the terms and provisions of this Agreement shall be construed fairly as to the Parties hereto and not in favor of or against either Party, regardless of which Party was generally responsible for the preparation of this Agreement.
- 6.9 Modification of Agreement. Amendments to this Agreement may be developed to facilitate day-to-day and year-to-year execution of the goals of this Agreement. Each amendment shall be in writing and duly executed by the Parties to this Agreement. Notwithstanding, the Parties agree that Exhibit A (or any other subsequent exhibits/attachments agreed upon by the Parties) may be revised from time to time by mutual agreement of the Parties without the need for a formal amendment to this Agreement, with such revisions to be evidenced by attaching a revised and dated exhibit to this Agreement.

- 6.10 Signatures and Counterparts. This Agreement may be executed by any form of signature allowed by law and in any number of counterparts and any Party hereto may execute any such counterpart, each of which, when executed and delivered, shall for all purposes be deemed to be an original, and all such counterparts shall together constitute the same instrument.
- 6.11 Entire Agreement. This Agreement and its schedules and attachments, as amended, is the entire agreement between the Parties with regard to the subject matter thereof and supersedes any and all prior oral and written agreements, communications, representations, negotiations and understandings by and between the Parties hereto relating to the subject matter hereof. The schedules and attachments attached hereto are incorporated herein to the same extent as if set forth in full herein.

IN WITNESS WHEREOF, the Parties hereby acknowledge that they have read this agreement and agree to all terms and conditions stated herein.

[SIGNATURE PAGE TO FOLLOW]

REGIONS HOSPITAL	CITY OF ROSEVILLE
By: _____ Date: _____	By: _____ Date: _____

EXHIBIT A
Template Program Letter of Agreement

Program Letter of Agreement for EMS Educational Programming

[Date]

[ADDRESS]

Re: Program Letter of Agreement for Regions EMS students

Dear _____ :

The purpose of this PLA is to provide program-specific details governing the ride along training experiences of Regions EMS's students participating in and EMS educational program with City pursuant to the Agreement. EMS Supervisor(s) of City, identified in Attachment A, are responsible for providing students with the opportunity to observe City staff perform their duties and experience what it is like to be a member of the City's staff. The EMS Supervisors will provide the students with the opportunity to observe all aspects of an emergency medical services call, including the observation of direct patient care. The official of City with overall administrative responsibility for the students is the Assistant Fire Chief. Educational goals and objectives for the students are provided in Attachment B. City will identify and provide the Program with current copies of any policies and procedures at City that apply to the experience of the students. Approximately one (1) student(s) will be assigned to City for each rotation. The rotation periods are set forth on Attachment C. Liability insurance is provided for the students by Regions EMS as set forth in the Agreement. Attachments A through C to this PLA may be updated without executing a new PLA. This PLA may be terminated by either Party upon at least ninety (90) days prior written notice to the other Party. This PLA is subject to the Agreement and any terms that conflict with the Agreement shall be void. The undersigned authorized representatives of the Parties hereto execute this PLA as follows:

REGIONS HOSPITAL	CITY OF _____
By: _____ Date: _____	By: _____ Date: _____

ATTACHMENT A TO PROGRAM LETTER OF AGREEMENT

EMS Supervisors of City

EMS Supervisors	
	Name
1	Battalion Chief Cody Thornberg
2	
3	
4	

ATTACHMENT B TO PROGRAM LETTER OF AGREEMENT

Educational goals and objectives for the students

1. Organize and perform patient assessment according to the presenting complaint. Assessment skills must include evaluation of scene safety, pertinent observation of the environment, patient mental status, complete medical history, and initial, focused, detailed, and ongoing physical examination.
2. Assess and manage patient complaints and conditions in all age groups.
3. Evaluate, secure, and maintain a patent airway, and provide ventilation, and oxygenation utilizing basic and advanced modalities.
4. Prepare, administer, and record medication administration by all approved routes.
5. Perform one-person and two-person cardiopulmonary resuscitation.
6. Record and accurately interpret electrocardiograms in the context of patient needs.
7. Operate a cardiac monitor/defibrillator under appropriate conditions.
8. Adapt personal communication styles to the needs of patients, family, bystanders, and other emergency responders.
9. Respond appropriately to communication from physicians and peers.
10. Demonstrate appropriate responses and participation as a team member.
11. Successfully serve as team leader during simulated patient encounters.
12. Effectively demonstrate the implementation of crew resource management.
13. Demonstrate competent scene choreography in simulated patient encounters.
14. Complete accurate, well-organized written reports of all patient encounters.
15. Communicate patient presentation, assessment, intervention, and response effectively in person, over the radio, and in writing.
16. Respond to the physical and emotional needs of patients when planning and providing care.
17. Accept constructive feedback from preceptor and use the information to improve patient assessment and management skills.
18. Display behavior that is consistent with a professional health care provider.

ATTACHMENT C TO PROGRAM LETTER OF AGREEMENT

Rotation Periods

To be determined and mutually agreed upon.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/22/2025

Item No.: 12.h.

Department Approval



City Manager Approval



Item Description: Appoint Youth Applicant to the Parks and Recreation Commission

Background

It has been customary for the City Council to appoint youth representatives to serve on various advisory commissions. Chapter 201 of the city code allows the Council to appoint up to two (2) additional residents of the city who are the age of 18 or under and enrolled in high school to serve one-year terms on a commission as youth commissioners. Youth commissioner terms expire on July 31 of each year.

Additionally, in August, 2022, Council updated the code language to remove "ex-officio" from the youth commissioner role, and allow youth to decide if they wanted to be a voting member of the commission. Youth are required to fill out an application, and as part of the application they are asked if they are seeking voting rights. If they are, the youth applicant must have their parent or guardian approve and sign the application agreeing to allow the youth to vote.

Staff has received applications from the following student for the Parks and Recreation Commission:

- Mia Huntley – does not seek voting rights

The application has been signed by the parent/guardian.

Youth commissioners are appointed to one-year terms and may be reappointed for up to 3 terms as long as they meet the age, enrollment and residency requirements.

Policy Objectives

The city's Appointment and Reappointment policy outlines the notification and selection process for advisory commissions. The intent is to establish a fair and open notification and selection process that encourages all Roseville residents to apply for appointments. In addition, the city's Strategic Racial Equity Action Plan (SREAP) has identified diversifying city commissions as a high impact area of focus. Diverse policymakers and advisors are key to serving residents and other customers with excellence. Having youth commissioners as part of advisory commissions brings unique perspectives and insight to conversations, ideas and recommendations.

Equity Impact Summary

35 Diverse policy-makers and policy advisors are key to serving residents and other
36 customers with excellence. The role of appointed boards, commissions, and councils is to
37 advise the Mayor and Council on city policies and practices. By ensuring that diversity
38 across all segments of our population are represented, the city increases its access to
39 great ideas, strengthens innovation and problem-solving, and ensures we are representing
40 the viewpoints and considerations of all our communities.

41
42 **Budget Implications**

43 None.

44
45 **Staff Recommendations**

46 By motion, appoint Mia Huntley as youth commissioner to the Parks and Recreation
47 Commission for a term ending July 31, 2026.

48
49 **Requested Council Action**

50 By motion, appoint Mia Huntley as youth commissioner to the Parks and Recreation
51 Commission for a term ending July 31, 2026.

52
53 **Prepared by:** Rachel Boggs, Volunteer Manager

Attachments: 1. Huntley_Mia - For Packet_Redacted
2. List of All Commissioner Terms - 9-16-2025

54

Youth Commission Member Application - 2025

Date of Application (MM/DD/YYYY)	09/15/20255
First Name	Mia
Last Name	Huntley
Address 1 (no P.O. boxes please)	
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
Date of Birth (MM/DD/YYYY)	
Grade During 2025- 2026 School Year?	
I am under age 18	
Which Commission are you applying to?	Parks and Recreation Commission
Roseville commissions are advisory to the city council. Please describe any unique qualities, talents, or experiences you have that would inform your perspective on the Commission to which you are applying.	I've been a Roseville resident my entire life and care about this community. I grew up going to many different parks around Roseville. My family and I still go to parks to hike and enjoy nature. I was also involved in many youth recreational sports teams. Being a member of this community with experience in these areas I would love a chance to participate in continuing to better our community.
Please list school and community activities	I am a member of the Roseville High School lacrosse team and Ultimate lacrosse club team. Additionally I teach

or service
organizations in which
you are involved:

swimming lessons at Anpétu Téča Education Center and
work at the Roseville Lund's and Byerly's.

Have you previously
served on a board or
commission for the
City of Roseville?

No

Have you served on a
board or commission
for another
governmental entity?

No

Appointed	Initial Partial Term		1st Full Term		2nd Full Term	
Finance						
Barclay, Siafa			4/1/2020	3/31/2023	4/1/2023	3/31/2026
Bester, Bruce - Chair			4/1/2020	3/31/2023	4/1/2023	3/31/2026
Dahir, Sadiq - Vice Chair			4/1/2022	3/31/2025	4/1/2025	3/31/2028
Davy, Kevin			4/1/2024	3/31/2027		
Kanzenbach, Raye			4/1/2025	3/31/2028		
Tupy, Joe			4/1/2023	3/31/2026		
Vervoort, Anna			4/1/2024	3/31/2027		
Youth - Bergquist, Aldo			8/1/2025	7/31/2026		
Equity & Inclusion						
Chan, Alfred	9/18/2024	3/31/2028				
Fillip-Crawford, Gabrielle - Vice Chair	9/18/2024	3/31/2027				
LaGrange, Amanda	9/18/2024	3/31/2028				
Singaram, Nicole	4/1/2025	3/31/2027				
Stanley, Paul	4/1/2025	3/31/2026				
Taylor, Chris			4/1/2025	3/31/2028		
Vemireddy, Prajwal - Chair	9/18/2024	3/31/2026				
Youth - Goedken, Gwen			9/18/2024	7/31/2025	8/1/2025	7/31/2026
Youth - Salinas-Ruiz, Sofia			8/1/2025	7/31/2026		
Parks & Recreation						
Beckman, Karen - Vice Chair			4/1/2023	3/31/2026		
Botzek, Luci			4/1/2025	3/31/2028		
Boulton, Nick			4/1/2021	3/31/2024	4/1/2024	3/31/2027
Donaldson, Bryan			4/1/2025	3/31/2028		
Harris, Jayne	4/1/2025	3/31/2026				
Her, Chris			4/1/2025	3/31/2028		
Kooistra, Chad			4/1/2024	3/31/2027		
Matts-Benson, Lindsay-Chair			4/1/2022	3/31/2025	4/1/2025	3/31/2028
Penny, Jamison			4/1/2024	3/31/2027		
Arneson, Audrey - Youth			4/1/2024	7/31/2025	8/1/2025	7/31/2026
Vacant - Youth						
Planning						
Aspnes, Pamela - Vice Chair	9/19/2022	3/31/2024	4/1/2024	3/31/2027		
Barstad, Jon	4/1/2025	3/31/2026				
Cyra, Steve	4/1/2025	3/31/2027				
Bjorum, Erik - Chair			4/1/2021	3/31/2024	4/1/2024	3/31/2027
Jensen, Allison Campbell			4/1/2025	3/31/2028		
Lynch, Erin			4/1/2025	3/31/2028		
McGehee, Tammy	9/9/2019	3/31/2020	4/1/2020	3/31/2023	4/1/2023	3/31/2026
Police Civil Service						
Accomando, Laura			4/1/2025	3/31/2028		
Dees, Shawna	4/19/2021	3/31/2023	4/1/2023	3/31/2026		
Murphy, Robert - Chair	3/9/2020	3/31/2021	4/1/2021	3/31/2024	4/1/2024	3/31/2027
Public Works, Environment & Transportation						
Cicha, Jarrod			4/1/2020	3/31/2023	4/1/2023	3/31/2026
Fergus, Dan	9/11/2023	3/31/2024	4/1/2024	3/31/2027		
Ficek, Bryant - Chair	4/19/2021	3/31/2022	4/1/2022	3/31/2025	4/1/2025	3/31/2028
Hodder, Edwin - Vice Chair			4/1/2022	3/31/2025	4/1/2025	3/31/2028
Luongo, Allison	9/19/2022	3/31/2024	4/1/2024	3/31/2027		
Mueller, Des			4/1/2023	3/31/2026		
Brokaw Palalay, Katie	8/25/2025	3/31/2027				
Bauer, Carsten - Youth			8/1/2024	7/31/2025	8/1/2025	7/31/2026
Jendro, Alexis - Youth			8/1/2024	7/31/2025	8/1/2025	7/31/2026
Ethics Commission						
Vervoort, Anna	2025	Finance				
Vemireddy, Prajwal	2024	Equity and Inclusion				
Boulton, Nick	2024	Parks and Recreation				
Cyra, Steve	2025	Planning				
Murphy, Robert	2021	Police Civic Service				
Cicha, Jarrod	2024	PWET				

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/22/2025

Item No.: 12.i.

Department Approval



City Manager Approval



Item Description: Approve Fourth Amendment to T-Mobile Antenna Lease at Fairview Lattice Tower

1
2 **Background**

3 The City allows cellular companies to lease space at various City facilities and towers
4 within Roseville. The Fairview Lattice Tower is located on City property at 2501 Fairview
5 Avenue. The original lease approved in 1996 had terms allowing for renewal of the lease
6 space up to 2014. The lease was extended in 2014 and was subject to expire in 2029. T-
7 Mobile has requested another lease extension which extends the lease to January 1, 2030,
8 and grants T-Mobile the rights to extend the lease for five (5) additional five-year terms.
9 The only change requested by the City was to align insurance obligations to present
10 standards. T-Mobile has executed this fourth amendment (Attachment 2) and the City
11 Attorney has reviewed and approved the amendment.

12
13 **Policy Objectives**

14 The City maintains several lease agreements to allow private organizations to use space
15 on various City-owned properties.

16
17 **Equity Impact Summary**

18 This council action has no anticipated impacts to equity.

19
20 **Budget Implications**

21 The rent will not increase and maintains existing rent escalators from the original lease
22 which are in line with all existing leases on the tower. Antenna rental proceeds go to the
23 City's General Fund.

24
25 **Staff Recommendations**

26 Staff recommends the City Council approve the fourth amendment to the T-Mobile Lease
27 Agreement.

28
29 **Requested Council Action**

30 Motion approving the fourth Amendment to the T-Mobile Lease Agreement.

Prepared by: Erik Henriksen, Assistant City Engineer

Attachments:

1. T-Mobile Lease Agreement
2. First Lease Amendment
3. Second Lease Amendment
4. Third Lease Amendment
5. Fourth Lease Amendment

Site Name: Roseville
Site Number: A1N019

LEASE AGREEMENT

This Lease Agreement ("Lease") is entered into this 22nd day of July, 1996, by and between The City of Roseville, a municipal corporation, ("Owner") and APT Minneapolis, Inc. ("APT") a Delaware corporation, 8410 West Bryn Mawr, Suite 1100, Chicago, IL 60631 ("Lessee").

In consideration of the terms and conditions of this agreement, the parties agree as follows:

1. Leased Premises Owner hereby leases to Lessee certain space located at and on the Owners tower at 2501 Fairview Avenue, Roseville, MN 55113 and legally described as shown on Exhibit A. The tower and the City's land upon which the tower is situated are collectively called "Owner's Property" or "the property" The property interest leased and granted by the owner shall consist of :

Ground space comprised of approximately 160 usable square feet 10 x 16 exact amount to be fixed by parties, structure exterior space for attachment of antennas, space required for cable runs to connect equipment and antennas, non-exclusive easements required to run utility lines and cables, non-exclusive easement across Owner's Property for access.

No other space or property interests are being leased to the Lessee except as described as above and as described on Exhibit A.

2. Term/Renewals

- a) The term of this lease shall be six years, plus a portion of a year in 1996, beginning on the "Commencement Date" (as hereafter defined) and subject to the terms of Paragraph 14, shall end on December 31, 2002.
- b) Lessee shall have the right to extend this lease for two additional six-year renewal terms subject to (c) below;
- c) This Lease shall automatically be renewed for each successive renewal term unless one of the following events occurs: (1) Lessee notifies the Owner of its intention not to renew the Lease at least sixty (60) days prior to the expiration of either renewal term; or (2) Lessee is in default of any of the terms or conditions of the Lease.
- d) The "Commencement Date" shall be the date on which Lessee commences installation of the Antenna Facilities described in Paragraph 5 below.

3. Rent

- a) Upon the Commencement Date, the Lessee shall pay Owner, as rent, the sum of Fourteen Thousand, Four Hundred Dollars (\$14,400.00) per year based upon Lessee's installation as shown on Exhibit B. The first year's rent shall be pro-rated to the end of 1996. The entire annual rent shall be paid on the Commencement Date and within the first ten (10) days of January of each succeeding year.
- b) The rent shall be increased annually (commencing January 1, 1997) by an amount equal to the increase in the consumer price index for the Minneapolis/St. Paul urban area as kept by the Minneapolis Library Department of Economics over said index for immediately preceding January, or four (4%) percent, whichever is greater.
- c) Lessee may not add additional equipment and/or antennas from that shown in Exhibit B without approval of owner and an addendum agreement for additional rent.
- d) If the lease is terminated, rent shall be pro-rated to the termination date.

4. Property Use Lessee may use the property for the installation, operation, and maintenance of facilities for the transmission and reception of radio communication signals in such frequencies as may be assigned to Lessee by the Federal Communications Commission (the "FCC") and for the storage of related equipment in accordance with the terms of this Lease. This use shall be non-exclusive. Lessee shall use the property in compliance with all federal, state, and local laws and regulations. Owner agrees to reasonably cooperate with Lessee in obtaining, at Lessee's expense, any federal licenses and permits required for Lessee's use of the property.

5. Installation of Equipment and Leasehold Improvements

- a) Lessee shall have the right, at its sole cost and expense, to install, operate, and maintain in accordance with good engineering practices, with all applicable FCC rules and regulations, on the property, all necessary equipment, personal property, and facilities which include radio transmitting and receiving antennas not to exceed that designated in Exhibit B (the "Antenna Facilities").
- b) Lessee's installation of all such Antenna Facilities shall be done according to plans approved by Owner. Any damage done to Owner's property during installation or operations itself during installation and operations

shall be repaired or replaced at Lessee's expense and to Owners's reasonable satisfaction.

- c) Lessee shall provide Owner with a Site Plan which shall be attached as Exhibit B, said plan shall include a detailed inventory of all equipment and personal property.
- d) The manner in which the Lessee's facilities are attached to the tower shall be subject to prior approval by Owner, which approval shall not be unreasonably withheld.

6. Equipment Upgrade Lessee may update or replace the Antenna Facilities from time to time with prior written approval of Owner, which approval shall not be unreasonably withheld provided that the replacement facilities are not greater in number, weight, size or volume than the existing facilities and that any change in their location on the leased premises is satisfactory to Owner in it's reasonable discretion. Lessee shall submit to Owner a detailed proposal for any such replacement facilities and supplemental materials as may be requested, for Owner's evaluation and approval.

7. Maintenance

- a) Lessee shall, at it's own expense, maintain any equipment on or attached to the Property in a safe condition, in good repair, aesthetically pleasing, and in a manner suitable to Owner so as not to conflict with the use or other lease of the property by Owner. Lessee shall not unreasonably interfere with the working use of the Property, related facilities or other equipment of additional lessees.
- b) Lessee shall have sole responsibility for the maintenance, repair, and security of it's equipment, personal property, Antenna Facilities, and leasehold improvements, and shall keep the same in good repair and condition during the Lease term, including painting it's equipment the same color as the tower.
- c) Lessee must keep the property free of debris or anything of a dangerous, noxious or offensive nature or which would create a fire or other hazard, undue vibration, heat or noise, interference, etc.
- d) When Owner paints or repairs its tower, it shall be the responsibility of the Lessee to provide adequate measures to cover Lessee's equipment, personal property or Antenna Facilities and protect such from paint and debris fallout which may occur during the paint restoration process or repairs. Owner will provide written notification to lessee at least thirty (30)

business days in advance, for any maintenance, repair, or any other work on the tower that would impact Lessee's Antenna Facilities. In the case of an emergency, written prior notification is not required. However, APT will be notified by phone within twenty-four (24) hours of a recognized emergency. Owner will not remove APT's equipment without APT's prior written consent.

8. Property Access

- a) Lessee, at all times during this Lease, shall have vehicle ingress and egress over the Property by means of the existing access, subject to notice requirements to Owner as set forth in section (b) below.
- b) Lessee, at all times during this Lease, shall have access to the Property in order to install, operate, and maintain its Antenna Facilities. Lessee or its employees, agents, or subcontractors will be required to sign-in before entering onto the property. Owner will be responsible for determining the sign-in location.
- c) Lessee is also granted the right, at its sole cost and expense, to enter upon the Owner's property to determine the properties suitability for any intended use of Lessee, which studies may include surveys, environmental evaluations, radio wave propagation measurements, field strength tests and such other studies as Lessee deems necessary or desirable.

9. Utilities Lessee shall separately meter charges for the consumption of electricity and other utilities associated with its use of the property and shall pay all costs associated therewith. Owner shall approve location of Lessee's meters.

10. Personal Property and Real Estate Taxes If any such improvements constructed on the Property should cause part of the Property to be taxed for real estate purposes, it shall be the liability of said Lessee to pay such property taxes that are directly attributable to Lessee's improvements, within thirty days of receiving the tax bill.

11. Owner's Consultant Fees Lessee shall pay the reasonable fees of the Owner's engineering consultants to perform an interference study. Such fees are not to exceed \$300.00.

12. Compliance with Statutes, Regulations, and Approvals Lessee's use of the Property herein is contingent upon its obtaining all certificates, permits, zoning, and other approvals that may be required by any federal, state or local authority

(Engineering study, radio frequency interference study, etc.). Lessee's Antenna Facilities and any other facilities shall be erected, maintained and operated in accordance with site standards, state statutes, rules and regulations now in effect or that thereafter may be issued by the FCC and related governing bodies.

13. Interference

- a) Lessee's installation, operation, and maintenance of its transmission facilities shall not damage or interfere in any way with Owner's tower operations including repair and maintenance activities. Owner's tower operations take priority over Lessee's operations and Owner reserves the right to take any action it deems necessary, in its sole discretion, to repair, maintain, alter or improve the property in connection with tower operations as may be necessary, after giving notice as described in paragraph 7(d). The Owner agrees to reasonably cooperate the Lessee to carry out such activities with a minimum amount of interference with Lessee's transmission operations. Nonetheless, if Owner's use of the tower does cause interference with Lessee's operation, the Owner shall not be responsible, and, at Lessee's choice, it may terminate this lease under the notice provisions and conditions as contained elsewhere in this lease.
- b) Owner in no way guarantees to Lessee noninterference with Lessee's transmission operations, provided, however, that in the event any other party requests permission to place any type of additional antenna or transmission facility on the Property, the procedures of this Paragraph shall govern to determine whether such antenna or transmission facility will interfere with Lessee's transmission operations. Owner hereby covenants to use its best efforts to afford APT similar protection from interference which may be caused by the operations of subsequent additional property uses.

If Owner receives any such request, Owner shall submit the proposal complete with all technical specifications reasonably requested by Lessee to Lessee for review for noninterference. Lessee shall have thirty (30) days following receipt of said proposal to make any objections thereto, and failure to make any objection with said thirty (30) day period shall be deemed consent by Lessee to the installation of antennas or transmission facilities pursuant to said proposal. If Lessee objects to such additional installation, Owner shall not permit the installation of such additional facilities unless such proposed user demonstrates that such additional installation will not interfere with Lessee's Antenna Facilities. The entities requesting an additional lease shall be responsible for the expenses incurred in any independent validation of Lessee's interference objections, provided, however, should the independent analysis conclude that Lessee's

interference objections were invalid, Lessee shall be responsible for any reasonable independent validation fees.

14. Termination Except as otherwise provided herein, this Lease may be terminated by either party upon sixty (60) days' written notice of default to the other party as follows: (a) by either party upon a default of any covenant or term hereof by the other party, which default is not cured within sixty (60) days of receipt of written notice of default to the other party (without, however, limiting any other rights of the parties at law, in equity, or pursuant to any other provisions hereof); (b) by Lessee if it is unable to obtain or maintain any license, permit, or other governmental approval necessary for the construction and/or operation of the Antenna Facilities or Lessee's business; (c) by Lessee if the Property is or becomes unacceptable under the Lessee's design or engineering specifications for its Antenna Facilities; (d) by Owner, if it decides in its sole discretion and for any reason, to develop the Property and/or discontinue use of the Property for all purposes; (e) by a structural engineer if it determines, that the Property is structurally unsound for use as a tower, including but not limited to consideration of age of the structure, damage or destruction of all or part of the Property from any source, or factors relating to condition of the Property; or (f) if the FCC determines in its sole discretion that continued occupancy of Property by Lessee is in fact a threat to health, safety or welfare.

Upon termination of this Lease for any reason, Lessee shall remove its equipment, personal property, Antenna Facilities, and leasehold improvements from the Property on or before date of termination, and shall repair any damage to the Owner's Property caused by such equipment, normal wear and tear and casualty excepted; all at Lessee's sole cost and expense and to the reasonable satisfaction of the Owner. Any such property or facilities which are not removed by the end of lease period shall become the property of Owner.

15. Insurance

- a) Lessee and Owner shall carry adequate insurance to protect the parties against any and all claims, demands, actions, judgments, expenses, and liabilities which may arise out of or result directly or indirectly from Lessee's use of the Property. Any applicable policy shall list the Owner as an additional insured and shall provide that it will be the primary coverage. The insurance coverage must include, at least, Comprehensive General Liability Insurance Coverage, including premises/operation coverage, bodily injury, property damage, independent contractors liability, completed operations coverage, and contractual liability coverage, in a combined single limit of not less than One Million Dollars (\$1,000,000) per occurrence, subject to One Million Dollars (\$1,000,000) aggregate. Lessee may satisfy this requirement by underlying insurance

plus an umbrella policy. The Owner's insurance coverage must include, at least, Comprehensive General Liability Insurance Coverage, including premises/operation coverage, bodily injury, property damage, independent contractors liability, completed operations coverage, and contractual liability coverage, in a combined single limit of not less than Six Hundred Thousand Dollars (\$600,000) per occurrence, subject to Six Hundred Thousand Dollars (\$600,000) aggregate.

- b) Lessee shall provide Owner, prior to the Commencement Date and before each renewal of the Lease term, evidence of the required insurance in the form of a certificate of insurance issued by an insurance company licensed to do business in the State of Minnesota, which includes all coverage required in Paragraph above. Said certificate shall also provide that the coverage may not be canceled, non-renewed, or materially changed without thirty (30) days' written notice to Owner.

- 16. Damage or Destruction If the Property or any portion thereof is destroyed or damaged so as to hinder its effective use of its Facilities, Lessee may elect to terminate this Lease upon thirty (30) days' written notice to Owner. In such event, all rights and obligations of the parties shall cease as of the date of the damage or destruction and Lessee shall be entitled to the reimbursement of any rent prepaid by the Lessee.
- 17. Indemnification Lessee and Owner agree to indemnify, defend, and hold harmless each other and its elected officials, officers, employees, agents, and representatives, from and against any and all claims, costs, losses, expenses, demands, actions, or causes of action, including reasonable attorneys' fees and other costs and expenses of litigation, which may be asserted against or incurred by the City or for which the City may be liable, which arise from the negligence, willful misconduct, or other fault of either party or its employees, agents, or subcontractors in the performance of this Lease or from the installation, operation, use, maintenance, repair, removal, or presence of Lessee's transmission facilities on the Property, and specifically including the representations and warranties of Paragraph 19 (b) of this Lease, provided same is not due to the willful conduct of Owner. Notwithstanding the forgoing provisions to the contrary, neither party shall have any liability for any damages coverable under standard special form property insurance policy with respect to any equipment, real or personal or other improvements owned by the respective parties.

If either party fails or neglects to defend such actions, either party may defend the same and any expenses (including reasonable attorneys' fees) which it may pay or incur in defending said actions, as well as the amount of any judgment or settlement which it may be required to pay, shall promptly be reimbursed by either party.

18. Notices All notices, requests, demands, and other communications hereunder shall be in writing and shall be deemed given if personally delivered or mailed, certified mail, return receipt requested, to the following addresses:

If to Owner, to: City of Roseville
 2660 Civic Center Drive
 Roseville, MN 55113
 Attention: Finance Department

If to Lessee, to: Real Estate Department
 American Portable Telecom
 P.O. Box 31793
 Chicago, Illinois 60631-0793

and

American Portable Telecom
1701 79th Street, Suite 19
Bloomington, MN 55425
Attention: Real Estate

19. Representations and Warranties

- a) Owner represents that (i) it has full right, power, and authority to execute this Lease; and (ii) it has good and unencumbered title to the Property free and clear of any liens or mortgages. Owner warrants that Lessee shall have quiet enjoyment of the Property during the term of this Lease in accordance with its terms.
- b) Lessee represents and warrants that its use of the Premises, herein, will not generate and it will not store or dispose on the Property nor transport to or over the Property any hazardous substance and further agrees to hold Owner harmless from and indemnify Owner against any release of any such hazardous substance and any damage, loss, or expense or liability resulting from the breach of this representation or from the violation of any state or federal law by such release including all attorneys' fees, costs and penalties incurred as a result thereof except any release caused by the negligence of Owner, its employees or agents, other than such materials used in the ordinary course of APT's business in accordance with all applicable Laws and Regulations. "Hazardous substance" shall be interpreted broadly to mean any substance or material defined or designated as hazardous or toxic waste, hazardous or toxic material, hazardous or toxic or radioactive substance, or other similar term by any federal, state or local environmental law, regulation or rule presently in effect or promulgated in the future, as such laws, regulations or rules may

be amended from time to time; and it shall be interpreted to include, but not be limited to, any substance which after release into the environment will or may reasonably be anticipated to cause sickness, death or disease.

- c) Owner represents that Owner has no knowledge of any substance, chemical, or waste on the Owner's Property that is identified as hazardous, toxic or dangerous in any applicable federal, state or local law or regulation.

20. No Liability on Owner Owner shall not be liable for damage to Lessee's equipment or facilities whether or not caused by negligence of Owner's employees or agents, and Owner shall not be liable for vandalism or malicious mischief caused by third parties, known or unknown.

21. Assignment

- a) Lessee may assign or sublet this Lease at any time with the prior written consent of Owner, Owner's consent not to be unreasonably withheld. Notwithstanding the provisions of this paragraph, Lessee shall have the right, without Owner's consent, to assign this Lease to any parent subsidiary or affiliate of Lessee or any corporation into which lessee may be merged or consolidated or which purchases all or substantially all of the assets of Lessee, as long as Lessee remains obligated on the Lease. Any approved sublease that is entered into by Lessee shall be subject to all of the provisions of this Lease.
- b) The parties acknowledge that this is a nonexclusive lease. Nothing in this Lease shall preclude Owner from leasing other space for communications equipment to any person or entity which may be in competition with Lessee, or any other party, subject to the conditions set forth in paragraph 14 of this Lease.

22. Successors and Assigns This Lease shall run with the Property. This Lease shall be binding upon and inure to the benefit of the parties, their respective successors, personal representatives and assigns.

23. Miscellaneous

- a) Each party agrees to furnish to the other, within ten (10) days after request, such truthful estoppel information as the other may reasonably request.
- b) This Lease constitutes the entire agreement and understanding of the parties and supersedes all offers, negotiations, and other agreements of any kind. There are no representations or understandings of any kind not set

forth herein. Any modification of or amendment to this lease must be in writing and executed by both parties.

- c) This Lease shall be construed in accordance with the laws of the State of Minnesota.
- d) If any term of this Lease is found to be void or invalid, such invalidity shall not effect the remaining terms of this Lease, which shall continue in full force and effect.
- e) Owner shall contemporaneously herewith execute and acknowledge and deliver to APT for recording a Memorandum of this Agreement ("Memorandum") in the form of Exhibit "C".
- f) APT represents that they have not been represented by a real estate broker or other listing agent in this transaction for purposes of commission, fee or other payment to such broker or any other leasing agent claiming to have represented APT. If Owner is represented by broker or listing agent, Owner is responsible for all commission, fee or other payment of such agent.

This Lease was executed as of the date first set above.

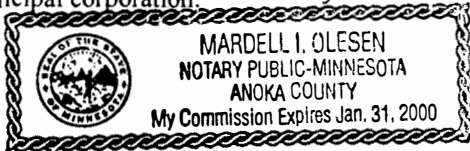
OWNER - CITY OF ROSEVILLE

Dated: 7/17/96

By: [Signature]
Its: Mayer
and
By: [Signature]
Its: Clerk/Administrator

STATE OF Minnesota
COUNTY OF Anoka)ss.

The foregoing instrument was acknowledged before me this 22nd day of July, 1996, by Daniel S. Wall and Steven A. Sankoy, the Mayer and City Manager of Roseville, a Minnesota municipal corporation, on behalf of the municipal corporation.



MardeLL I. Olesen
Notary Public

APT
~~ATP~~ Minneapolis, Inc.

Dated: 9/24/96

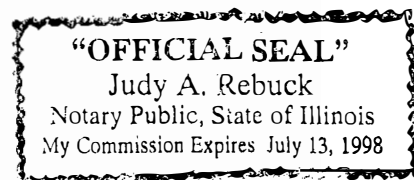
By: [Signature] mcR
Its: Vice President to APT

STATE OF Illinois
SS
COUNTY OF COOK

The foregoing instrument was acknowledged before me on the 24th day of Sept, 1996, by David B. Lowry the Vice President of APT Minneapolis, Inc, a Delaware corporation, on behalf of the corporation.

Notary Public Judy A. Rebuck

My commission expires: July 13, 1998



Site Name: Roseville
Site Number: AIN019

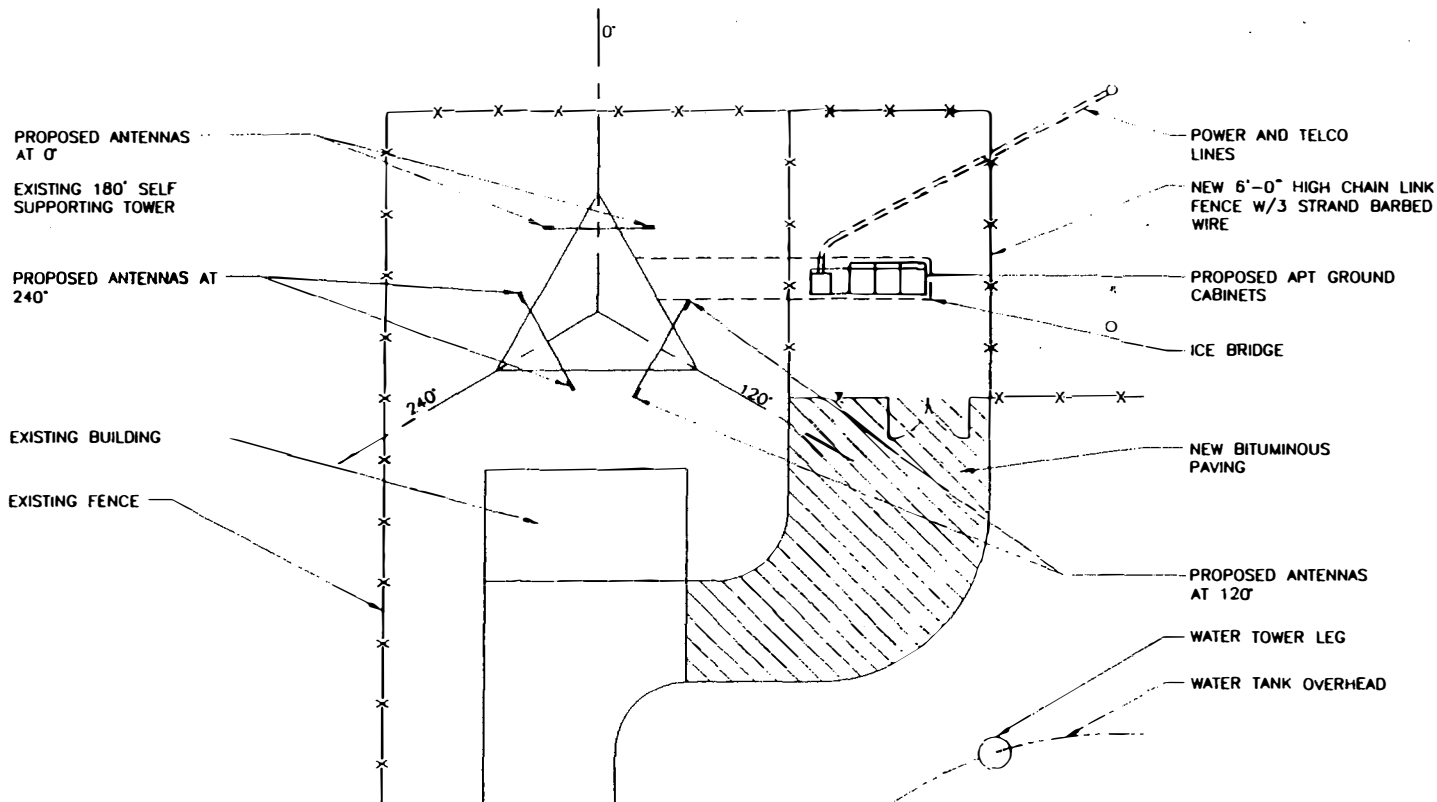
EXHIBIT "A"
TO
SITE AGREEMENT

LEGAL DESCRIPTION OF OWNER'S PROPERTY:

The South 200 feet of the North 266 feet of the East 410 feet of the Southeast 1/4 of the Northwest 1/4 (subject to road and easements) in Section 9, Township 29, Range 23, Ramsey County.

It is agreed by Owner and APT that the precise legal description for the Owner's Property will be corrected, if necessary, and that the correct legal description may be placed on this Exhibit "A" by APT.

EXHIBIT "B"
TO
SITE AGREEMENT



ENLARGED PLAN

3/32" = 1'-0"

APT Equipment to be installed at Rosville Site: A1N019.

Antennas: Nine, panel style antennas with an overall height of 82.4 inches, will be mounted on the tower.

Antenna supports: APT will install the proper antenna support brackets on the tower at the approved locations.

Feedlines: Nine, 1-5/8 inch Diameter coaxial feedlines will be installed from the antennas to the PCS equipment cabinets.

Cabinets: 3 PCS Base Transceiver Station Cabinets will be installed at the base of the tower.

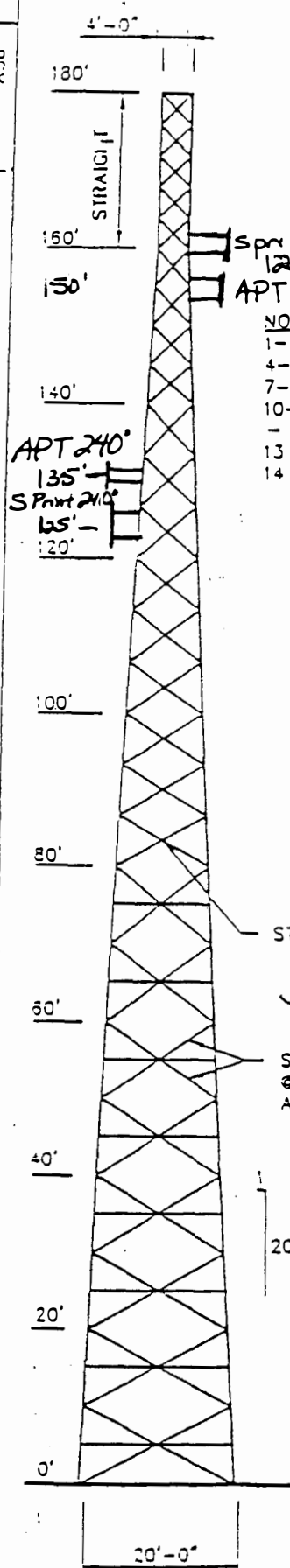
Ice Bridge: Ice bridge/ wave guide support material will be installed to cover the horizontal feedline runs and the BTS equipment cabinets.

Utilities: All required utilities will be run from the closest available source, to the equipment cabinets for services.



APT AMERICAN PORTABLE TELECOM 8410 West Bryn Mawr Avenue Suite 100 Chicago, Illinois 60631 (312) 398-4200 Fax (312) 398-4170		DATE	09/21/98	DESIGNED BY	S. KERRY	CHECKED BY	S. DUTTA	SCALE	AS NOTED
		REV	DATE	DESCRIPTION					
 FLUOR DANIEL Fluor Daniel, Inc. 3333 Washington Drive Irvine, CA 92714 (714) 975-2000		A 10/2/98 ISSUED FOR PROPOSAL							
		REV DATE DESCRIPTION							
TITLE: ENLARGED PLAN		PROJECT NO.: 04463230		SITE NAME: ROSEVILLE 2501 FAIRVIEW AVENUE ROSEVILLE, MINNESOTA		SITE NO.: A1N019		DRAWING NUMBER: A2	

ASTM										
SOKSI										
A36										
A325										
A36										
LEGS	3 1/2" ϕ	3 1/4" ϕ	3" ϕ	2 3/4" ϕ	2 1/4" ϕ	2" ϕ				
DIAGONALS	2L2 1/2 x 2 1/2 x 3/16	2L2 x 1 1/2 x 3/16	L2 1/2 x 2 1/2 x 3/16	L2 x 2 x 3/16	L2 x 1 1/2 x 3/16	L2 x 1 1/2 x 3/16				
GIRTS	L3 x 3 x 3/16	L2 1/2 x 2 1/2 x 3/16	- NOT REQUIRED -							
W/IT BRACING	L3 x 3 x 3/16	L2 1/2 x 2 1/2 x 3/16	- NOT REQUIRED -							
DIAG BOLTS	(1)-5/8" ϕ									
GIRT BOLTS	(1)-5/8" ϕ									
SPLICE BOLTS	(6)-7/8" ϕ	(6)-3/4" ϕ	- NOT REQUIRED -				(1)-5/8" ϕ			
ANCHOR BOLTS	(6)-1 1/2" ϕ x 5'-0" TO TOP OF ANCHOR PLATE									(4)-3/4" ϕ
										(4)-5/8" ϕ



Page 1 of 2
By KPB Date 11-10-1994
Job No. 1982994
Revision No. Date
Tower 180 FT SELF SUPPORT
Location ROSEVILLE, MINNESOTA
Owner ONECCMM
Design 80 MPH/69 MPH + 1/2" RADIAL ICE
According to Uniform Building Code

PT 120		<u>ANTENNA LIST</u>		
<u>NO</u>	<u>FL</u>	<u>ANTENNA</u>	<u>AZ</u>	<u>COAX</u>
1-3	TOP	(3)08810 (UP)	-	(3)-1 5/8"
4-6	TOP	(3)08874	0°	(3)-1 5/8"
7-9	TOP	(3)08874	120°	(3)-1 5/8"
10-12	TOP	(3)08874	240°	(3)-1 5/8"
-	TCP	SECTORIZED MOUNT		-
13	120°	UHX-8	0°	EW52
14	120°	UHX-8	200°	EW52

- STEP BOLTS ON ALL THREE LEGS
- (1) WAVEGUIDE LADDER
- COAX ASSUMED TO BE ALL ON ONE TOWER FACE FULLY EXPOSED TO THE WIND

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the State of Minnesota.

Minnesota.
Date 11-10-78 Registration No. 19781

STITCH BOLT & SPACER PLATE

South Face Looking North.

STITCH BOLT & SPACER PLATE
 @ MIDPOINT OF ALL DOUBLE
 ANGLES TYP



FOUNDATION REACTIONS

UPLIFT: 185 KIPS MAX ONE LEG

COMP: 205 KIPS MAX ONE LEG

HORIZ: 19.5 KIPS MAX ONE LEG



Page 1 of 2
By KPB Date 11-10-1994
Job No. 1982994
Revision No. Date
Tower 180 FT SELF SUPPORT
Location ROSEVILLE, MINNESOTA
Owner ONECOMM
Design 80 MPH/69 MPH + 1/2" RADIAL ICE

According to Uniform Building Code

ANTENNA LIST

NO	EL	ANTENNA	AZ	COAX
1-3	TOP	(3)DB810 (UP)	-	(3)-1 5/8"
4-6	TOP	(3)DB874	0°	(3)-1 5/8"
7-9	TOP	(3)DB874	120°	(3)-1 5/8"
10-12	TOP	(3)DB874	240°	(3)-1 5/8"
-	TCP	SECTORIZED MOUNT	-	-
13	120°	UHX-8	0°	EW52
14	120°	UHX-8	200°	EW52

- STEP BOLTS ON ALL THREE LEGS

- (1) WAVEGUIDE LADDER

- COAX ASSUMED TO BE ALL ON ONE
TOWER FACE FULLY EXPOSED TO
THE WIND

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the State of Minnesota.

John F. B. Allen
Date 11-10-94 Registration No. 16761

STITCH BOLT & SPACER PLATE

N.E. Face Looking West

STITCH BOLT & SPACER PLATE
● MIDPOINT OF ALL DOUBLE
ANGLES TYP

INTERIOR BRACING
EL 5' TO 75'

FOUNDATION REACTIONS

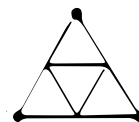
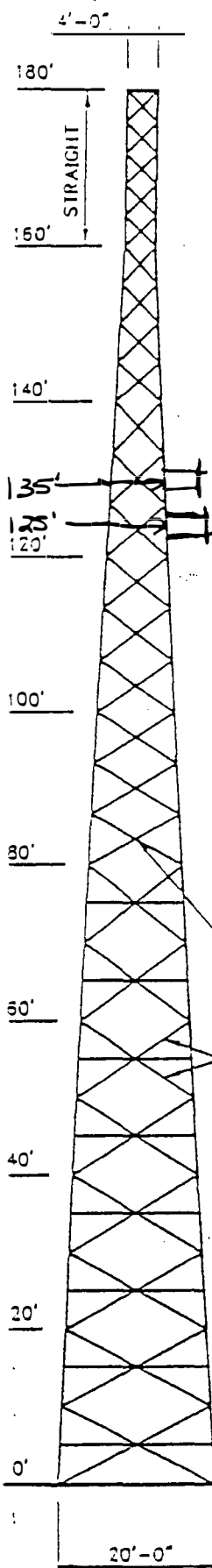
UPLIFT: 185 KIPS MAX ONE LEG

COMP: 205 KIPS MAX ONE LEG

HORIZ: 19.3 KIPS MAX ONE LEG

1029941

ASTM					
SOKSI		A36	A325	A36	
LEGS	3 1/2"	3 1/4"	3"	2 3/4"	2 1/4"
DIAGONALS	2L2 1/2 x 2 1/2 x 3/16	2L2 x 1 1/2 x 3/16	L2 1/2 x 2 1/2 x 3/16	L2 x 2 x 3/16	L2 x 1 1/2 x 3/16
GIRTS	L3 x 3 x 3/16	L2 1/2 x 2 1/2 x 3/16	- NOT REQUIRED -	- NOT REQUIRED -	L2 x 1 1/2 x 3/16
WIT BRACING	L3 x 3 x 3/16	L2 1/2 x 2 1/2 x 3/16	- NOT REQUIRED -	- NOT REQUIRED -	(1)-5/8"
DIAG BOLTS	(1)-5/8"	(6)-7/8"	(6)-3/4"	(4)-3/4"	(4)-5/8"
GIRT BOLTS	(6)-1 1/2" x 5'-0" TO TOP OF ANCHOR PLATE	(6)-1 1/2" x 5'-0" TO TOP OF ANCHOR PLATE	(6)-1 1/2" x 5'-0" TO TOP OF ANCHOR PLATE	(6)-1 1/2" x 5'-0" TO TOP OF ANCHOR PLATE	(6)-1 1/2" x 5'-0" TO TOP OF ANCHOR PLATE
SPICE BOLTS	(6)-1 1/2" x 5'-0" TO TOP OF ANCHOR PLATE	(6)-1 1/2" x 5'-0" TO TOP OF ANCHOR PLATE	(6)-1 1/2" x 5'-0" TO TOP OF ANCHOR PLATE	(6)-1 1/2" x 5'-0" TO TOP OF ANCHOR PLATE	(6)-1 1/2" x 5'-0" TO TOP OF ANCHOR PLATE
ANCHOR BOLTS	(6)-1 1/2" x 5'-0" TO TOP OF ANCHOR PLATE	(6)-1 1/2" x 5'-0" TO TOP OF ANCHOR PLATE	(6)-1 1/2" x 5'-0" TO TOP OF ANCHOR PLATE	(6)-1 1/2" x 5'-0" TO TOP OF ANCHOR PLATE	(6)-1 1/2" x 5'-0" TO TOP OF ANCHOR PLATE



APT Equipment to be installed at Rosville Site: A1N019.

- 1) Antennas: Nine, panel style antennas with an overall height of 82.4" inches, will be mounted on the tower.
- 2) Antenna supports: APT will install the proper antenna support brackets on the tower at the approved locations.
- 3) Feedlines: Nine, 1-5/8ths inch Diameter coaxial feedlines will be installed from the antennas to the PCS equipment cabinets.
- 4) Cabinets: 5 PCS Base Transceiver Station Cabinets will be installed at the base of the tower.
- 5) Ice Bridge: Ice bridge/ wave guide support material will be installed to cover the horizontal feedline runs and the BTS equipment cabinets.
- 6) Utilities: All required utilities will be run from the closest available source, to the equipment cabinets for services.

This document drafted by:

EXHIBIT "C"
TO
SITE AGREEMENT

MEMORANDUM OF AGREEMENT

THIS MEMORANDUM evidences that a Site Agreement was made and is hereby entered into by written Site Agreement effective the ____ day of _____, 199__, between [_____] ("Owner") whose address is as set forth below and **APT Minneapolis, Inc.**, a Delaware corporation ("APT"), whose address is **8410 West Bryn Mawr, Suite 1100, Chicago, IL 60631**, the terms and conditions of which are incorporated herein by reference.

Such Site Agreement provides, in part, that Owner, for valuable consideration, leases to APT a part of that certain property owned by Owner which is described in Exhibit "A" attached hereto and incorporated herein for a term of [_____] ([____]) years [_____] ([____]) months commencing on _____, 199__, which term is subject to [_____] ([____]) additional [_____] ([____]) year option terms.

This document drafted by:
APT Minneapolis, Inc.
Maureen Mannion
1701 East 79th Street
Suite 19
Bloomington, MN 55425

MEMORANDUM OF AGREEMENT

THIS MEMORANDUM evidences that a Site Agreement was made and is hereby entered into by written Site Agreement effective the ____ day of _____, 1996, between the **City of Roseville** ("Owner") whose address is as set forth below and **APT Minneapolis, Inc.**, a Delaware corporation ("APT"), whose address is **8410 West Bryn Mawr, Suite 1100, Chicago, IL 60631**, the terms and conditions of which are incorporated herein by reference.

Such Site Agreement provides, in part, that Owner, for valuable consideration, leases to APT a part of that certain property owned by Owner which is described in Exhibit "A" attached hereto and incorporated herein for a term of **six (6) years** commencing on _____, 1996, which term is subject to **two (2) additional six (6) year** option terms.

OWNER - CITY OF ROSEVILLE

Dated: 7/27/96

By: [Signature]

Its: Mayor

and

By: [Signature]

Its: Clerk/Administrator

Address: City of Roseville
2660 Civic Center Drive
Roseville, MN 55113
Attention: Finance Department

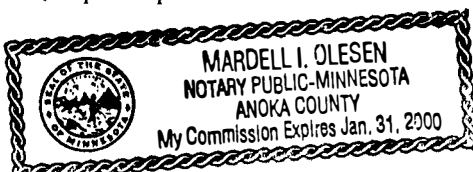
Phone: 612-490-2210

STATE OF Minnesota

COUNTY OF Anoka

)ss.

The foregoing instrument was acknowledged before me this 22nd day of July, 1996 by Daniel G. Hall and Steven R. Searcy, the Mayor and City Manager of Roseville, a Minnesota municipal corporation, on behalf of the municipal corporation.



MardeLL I. Olesen
Notary Public

APT

APT MINNEAPOLIS, INC.

By: [Signature]

Its: [Signature]

American Portable Telecom, Inc.
PO Box 31793
Chicago, IL 60631-0793
Attention: Real Estate

With copy to: APT Minneapolis, Inc.
1701 East 97th Street, Suite 19
Bloomington, MN 55425

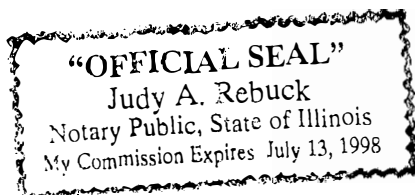
STATE OF Illinois
SS
COUNTY OF Cook

The foregoing instrument was acknowledged before me on the 24th day of Sept., 199 6, by
David B. Lowry the Vice President of APT
Minneapolis, Inc, a Delaware corporation, on behalf of the corporation.

Notary Public [Signature]

My commission expires: July 13, 1998

[Seal]



This document drafted by:
APT Minneapolis, Inc.
Maureen Mannion
1701 East 79th Street
Suite 19
Bloomington, MN 55425

When recorded, please return to:
APT Minneapolis, Inc.
Site Number: 110019
1701 E. 79th St., Suite 19
Bloomington, MN 55425
ATTN: Real Estate

MEMORANDUM OF AGREEMENT

THIS MEMORANDUM evidences that a Site Agreement was made and is hereby entered into by written Site Agreement effective the 22nd day of July, 1996, between the **City of Roseville** ("Owner") whose address is as set forth below and **APT Minneapolis, Inc.**, a Delaware corporation ("APT"), whose address is **8410 West Bryn Mawr, Suite 1100, Chicago, IL 60631**, the terms and conditions of which are incorporated herein by reference.

Such Site Agreement provides, in part, that Owner, for valuable consideration, leases to APT a part of that certain property owned by Owner which is described in Exhibit "A" attached hereto and incorporated herein for a term of **six (6) years** commencing on October 1, 1996, which term is subject to **two (2) additional six (6) year** option terms.

OWNER - CITY OF ROSEVILLE

Dated: 7/22/96

By: [Signature]

Its: Mayor

and

By: [Signature]

Its: Clerk/Administrator

Address: City of Roseville
2660 Civic Center Drive
Roseville, MN 55113
Attention: Finance Department

Phone: 612-490-2210

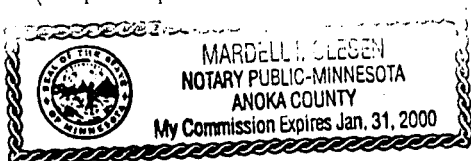
STATE OF Minnesota

)ss.

COUNTY OF Anoka

Document No. **2977748**
STATE OF MINNESOTA } SS
County of Ramsey
OFFICE OF THE COUNTY RECORDER
This is the recorded
information of the document
recorded in this office at
St. Paul on the 22 day
of July A.D. 19 96
at 3:00 o'clock PM
County Recorder

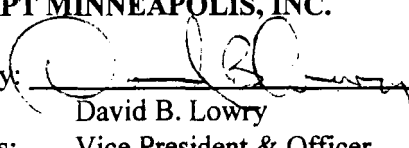
The foregoing instrument was acknowledged before me this 22nd day of July, 1996, by Daniel G. Wall and Steven R. Scharf the Mayor and City Manager of Roseville, a Minnesota municipal corporation, on behalf of the municipal corporation.



Mardele J. Olsen
Notary Public

APT

APT MINNEAPOLIS, INC.

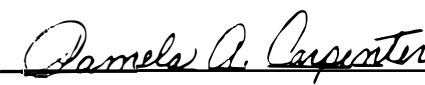
By: 
David B. Lowry
Its: Vice President & Officer

American Portable Telecom
PO Box 31793
Chicago, IL 60631-0793
Attention: Real Estate

With copy to:
APT Minneapolis, Inc.
1701 E. 79th Street, Suite 19
Bloomington, MN 55425
Attn: Real Estate Manager

STATE OF MINNESOTA)
) SS
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me on the 8th day of January, 1997, by David B. Lowry, Vice President and Officer of APT Minneapolis, Inc., a Delaware corporation, on behalf of the corporation.

Notary Public 

My Commission expires:

Jan. 31, 2000
[Notarial Seal]

Site #: A1N019
Site Name: Roseville-OneComm

EXHIBIT "A"
TO
SITE AGREEMENT

LEGAL DESCRIPTION OF OWNER'S PROPERTY:

The South two hundred feet (S.200') of the North two hundred sixty-six feet (N.266') of the West three hundred seventy-seven feet (W.377') of the East four hundred ten feet (E.410') of the Southeast Quarter of the Northwest Quarter (SE ¼ of NW ¼) of Section 9, Township 29, Range 23; Ramsey County, Minnesota.

Less lands granted in Highway Easement Document No. 1874748 and described as follows:

The east 43 feet of the south 200 feet of the north 266 feet of the west 377 feet of the east 410 feet of the southeast quarter of the northwest quarter of Section 9, Township 29 North, Range 23 West, excepting therefrom such right of way heretofore dedicated to the public or otherwise acquired for highway purposes, also subject to right-of-way easement for roadway purposes in favor of the Great Lakes Pipe Line Co., a Delaware corporation (now owned by Williams Brothers Pipe Line Company, a Delaware corporation), and Standard Oil Co., an Indiana corporation, as set forth in a certain instrument dated December 31, 1949, filed December 31, 1949, as Document 1220885 in 1326 Deeds 75, also subject to road easement to Northern States Power Company, a Minnesota corporation, as set forth in a certain instrument dated January 13, 1969, filed May 20, 1969, as Document 1750180.

It is agreed by Owner and APT that the precise legal description for the Owner's Property will be corrected if necessary, and that the correct legal description may be placed on this Exhibit "A" by APT.

Site ID: A1N0019A

Site Address: 2501 Fairview Avenue, Roseville, MN 55113

FIRST AMENDMENT TO LEASE AGREEMENT

THIS FIRST AMENDMENT TO LEASE AGREEMENT (this "**Amendment**") is entered into effective on the date of the last party to execute this Amendment ("**Effective Date**"), by and between **The City of Roseville**, a municipal corporation (together with its successors and assigns, "**Owner**"), and **T-Mobile Central LLC**, a Delaware limited liability company, as successor-in-interest to APT Minneapolis, Inc. (together with its successors and assigns, "**Lessee**").

RECITALS

WHEREAS, Owner and Lessee (or their predecessors in interest) entered into that certain **Lease Agreement** dated **July 22, 1996** (the "**Lease**"), whereby Owner leased to Lessee certain premises described therein, together with all other space and access and utility easements pursuant to the terms of the Lease (collectively, the "**Leased Premises**"), that are a portion of the property located at 2501 Fairview Avenue, Roseville, MN 55113 (the "**Owner's Property**");

WHEREAS, Owner and Lessee desire to extend the Lease term and add additional renewal terms to the Lease; and

WHEREAS, Owner and Lessee, in their mutual interest, wish to amend the Lease on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the foregoing Recitals which are incorporated herein by this reference, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Owner and Lessee hereby agree as follows:

1. **Current Term.** The current term (whether such term is the initial term, a renewal term, a modified term or other) of the Lease shall expire at 11:59 p.m. on December 31, 2014 (the "**Current Term**").
2. **Addition of Lease Term.** A new, five (5) year term shall be added to the Lease (the "**New Term**"). Such New Term shall automatically commence, on the same terms and conditions of the Lease (except as modified herein) as of January 1, 2015 (the "**New Term Commencement Date**").
3. **Renewal Terms.** Upon the expiration of the New Term, and notwithstanding anything to the contrary in the Lease, Lessee shall have the right to renew the term of the Lease for up to two (2) additional and successive five (5) year periods (each a "**Renewal Term**"). Each Renewal Term shall **automatically commence**, on the same terms and conditions of the Lease (as amended by this Amendment), without further action by Lessee, unless (i) the Lease is sooner terminated in accordance with its terms or (ii) Lessee provides Owner with written notice of its intention not to renew at least thirty (30) days prior to the expiration of the Current Term, of the New Term or of any Renewal Term.
4. **Modified Rent.** The amount of rent payable during the New Term and each Renewal Term shall be as follows, notwithstanding any different rental rates or escalation factors set forth in the Lease:
 - (a) From and after the New Term Commencement Date, Lessee shall pay Owner or designee, as rent, Two Thousand Four Hundred Thirty and 98/100 dollars (\$2,430.98) per month ("**Rent**"). Rent will be payable monthly in advance by the fifth day of each month to Owner at Owner's address as provided below.

(b) During the New Term and any Renewal Terms, Rent shall be adjusted annually on each anniversary of the New Term Commencement Date, to an amount equal to One Hundred Three percent (103%) of the Rent in effect immediately prior to the adjustment date.

5. Notices. All notices, requests, demands and communications under the Lease, as amended hereby, will be given by first class certified or registered mail, return receipt requested, or by a nationally recognized overnight courier, postage prepaid. Notices will be addressed to the parties as follows:

OWNER:

The City of Roseville
2660 Civic Center Drive
Roseville, MN 55113
ATTN: Finance Department

LESSEE:

T-Mobile USA, Inc.
12920 SE 38th Street
Bellevue, Washington 98006
Attn: Property Management
Re: Site Number A1N0019A

Either party hereto may change the place for the giving of notice to it by not less than thirty (30) days' prior written notice to the other as provided herein.

6. Required Consents. Owner represents and warrants that Owner has obtained all required consents in connection with entering into this Amendment (including, without limitation, all master landlord, lender and secured party consents, if applicable). If any other consent, authorization or approval of Owner is required or requested by Lessee from time to time under the Lease, such approval, consent or authorization shall not be unreasonably withheld, conditioned or delayed.

7. Recording of Documents. Owner approves and agrees to cooperate with the recording of the Memorandum of Lease Amendment attached hereto as **Schedule II** and incorporated herein (together with such changes therein as may be required to comply with local law and requirements) in the recording jurisdiction where the Owner's Property is located.

8. Amended Terms. The parties agree that the following clauses of the Lease shall be deleted in its entirety and replaced as follows:

Clause 9 Utilities. Lessee shall have the right to install new utilities and to improve pre-existing utilities, at Lessee's expense, on the Owner's Property (including, but not limited to, the installation of emergency power generators), in such locations as Lessee deems necessary. Owner agrees to use reasonable efforts in assisting Lessee to acquire utility service. Both parties hereby affirm that a separate meter for electric usage is currently installed for Lessee's continued use on the Owner's Property and Lessee shall continue to pay all electricity charges for the electricity consumed by Lessee directly to the electrical service provider.

Clause 15(a). Insurance. Lessee and Owner shall carry adequate insurance to protect the parties against any and all claims, demands, actions, judgments, expenses and liabilities which may arise out of or result directly or indirectly from Lessee's use of the Owner's Property. The Lessee's insurance policy shall list the Owner as an additional insured and shall provide that it will be the primary coverage. The Lessee's insurance coverage must include at least Commercial General Liability insurance coverage or its equivalent including premises/operation coverage, bodily injury, property damage, independent contractors liability, completed operations coverage and

contractual liability coverage, in a combined single limit of not less than One Million Dollars(\$1,000,000) per occurrence, subject to One Million Dollars (\$1,000,000) aggregate. Lessee may satisfy this requirement by underlying insurance plus an umbrella policy. The Owner's insurance coverage must include, at least, Commercial General Liability Insurance coverage or its equivalent including premises/operation coverage, bodily injury, property damage, independent contractors liability, completed operations coverage, and contractual liability coverage, in a combined single limit of not less than Six Hundred Thousand Dollars (\$600,000) per occurrence, subject to Six Hundred Thousand Dollars (\$600,000) aggregate.

Clause 17 Indemnification. Lessee and Owner agree to indemnify, defend, and hold harmless each other and its elected officials, officers, employees, agents, and representatives, from and against any and all claims, costs, losses, expenses, demands, actions or causes of action, including reasonable attorneys' fees and other costs and expenses of litigation, which may be asserted against or incurred by the City or for which the City may be liable, which arise from the negligence, willful misconduct, or other fault of either party or its employees, agents or subcontractors on the performance of this Lease or from the installation, operation, use, maintenance, repair, removal, or presence of Lessee's transmission facilities on the Owner's Property, and specifically including the representations and warranties of paragraph 19(b) of this Lease, provided same is not due to the willful misconduct of Owner. Notwithstanding the forgoing provisions to the contrary, neither party shall have any liability for any damages coverable under standard special form property insurance policy with respect to any equipment, real or personal or other improvements owned by the respective parties. If either party fails or neglects to defend such actions, either party may defend the same and any expenses (including reasonable attorneys' fees) which it may pay or incur in defending said actions, as well as the amount of any judgment or settlement which it may be required to pay, shall promptly be reimbursed by either party.

Notwithstanding anything to the contrary contained herein, nothing in this Lease shall constitute a waiver or release of the statutory limits of liability pertaining to the Owner set forth in the Minn. Stat. Chapter 466 or a waiver of any immunities or defenses available to the Owner under applicable State or Federal law.

Clause 19(c) Representations and Warranties. Owner represents that to the best of Owner's knowledge, there are no hazardous substances existing on the Owner's Property in violation of any applicable federal, state or local law or regulation.

9. Other Terms and Conditions Remain. In the event of any inconsistencies between the Lease and this Amendment, the terms of this Amendment shall govern and control. Except as expressly set forth in this Amendment, the Lease otherwise is unmodified and remains in full force and effect in accordance with its terms and conditions.

10. Miscellaneous. Owner acknowledges that: (a) Owner has read and understands this Amendment and the underlying Lease and (b) Owner has been advised and is informed that if Owner does not enter into this Amendment, the underlying Lease between Owner and Lessee, including any termination or non-renewal provisions therein, will remain in full force and effect in accordance with its terms. Owner hereby acknowledges that Lessee's facilities and use of the Leased Premises as of the Effective Date are in conformity with the Lease. This Amendment may be executed in multiple counterparts. Signatures hereon sent by facsimile, e-mail or other electronic means shall be treated as original signatures.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute and deliver this Amendment effective as of the Effective Date.

OWNER:

THE CITY OF ROSEVILLE

By: 

Print Name: DANIEL J. ROE

Title: MAYOR

Date: 10/7/14

LESSEE:

T-MOBILE CENTRAL LLC

By: _____

Print Name: _____

Title: _____

Date: _____

OWNER:

THE CITY OF ROSEVILLE

By: 

Print Name: Patrick Trudgeon

Title: City Manager

Date: 10/7/14

SCHEDULE II

First Amendment to Lease Agreement

Memorandum of Lease Amendment

PREPARED BY:

Pyramid Network Services, LLC

WHEN RECORDED RETURN TO:

Pyramid Network Services, LLC
ATTN: Nancy Valletta
6519 Towpath Road
East Syracuse, NY 13057

SPACE ABOVE FOR RECORDER'S USE

MEMORANDUM OF LEASE AMENDMENT

Assessor's Parcel Number: 092923240002

THIS MEMORANDUM evidences that a First Amendment to Lease Agreement was made and entered into effective the ____ day of _____, 2014 between **The City of Roseville** ("Owner"), whose address is as set forth below and **T-Mobile Central LLC**, a Delaware limited liability company ("Lessee"), whose address is as set forth below, the terms and conditions of which are incorporated herein by reference.

Such First Amendment to Lease Agreement provides, in part, that Owner, for valuable consideration, leases Lessee a part of that certain property owned by Owner which is described in Exhibit "A" attached hereto and incorporated herein for a term of **five (5) years** commencing on **January 1, 2015**, which term is subject to two (2) additional and successive five (5) year renewal periods.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

**OWNER:
THE CITY OF ROSEVILLE**

Dated: _____

By: NOT FOR EXECUTION

Its: _____

And

By: NOT FOR EXECUTION

Its: _____

Clerk Administrator

Address: City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

Phone: 612-490-2210

STATE OF _____)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me the ____ day of _____,
2014 by _____ and _____, the
_____ and _____ of _____, a
Minnesota municipal corporation, on behalf of the municipal corporation.

NOT FOR EXECUTION

Notary Public

Printed Name: _____

My Commission Expires:

[Notarial Seal]

LESSEE:
T-MOBILE CENTRAL LLC

Dated: _____

By: NOT FOR EXECUTION

Its: _____

Address:

T-Mobile Central LLC
12920 SE 38th Street
Bellevue, Washington 98006
Attn: Property Management
Re: Site Number A1N0019A

STATE OF _____)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me on the ____ day of _____, 2014, by _____, _____ of T-Mobile Central LLC, a Delaware limited liability company, on behalf of the company.

NOT FOR EXECUTION
Notary Public

Printed Name: _____

My Commission Expires:

[Notarial Seal]

**Memorandum of Lease
Exhibit A
Legal Description**

Assessor's Parcel Number: 092923240002

The Property is legally described as follows:

The South two hundred feet (S.200') of the North two hundred sixty-six feet (N.266') of the West three hundred seventy-seven feet (W.377') of the East four hundred ten feet (E.410') of the Southeast Quarter of the Northwest Quarter (SE ¼ of NW ¼) of Section 9, Township 29, Range 23; Ramsey County, Minnesota.

Less lands granted in Highway Easement Document No. 1874748 and described as follows:

The east 43 feet of the south 200 feet of the north 266 feet of the west 377 feet of the east 410 feet of the southeast quarter of the northwest quarter of Section 9, Township 29 North, Range 23 West, excepting therefrom such right of way heretofore dedicated to the public or otherwise acquired for highway purposes, also subject to right-of-way easement for roadway purposes in favor of the Great Lakes Pipe Line Co., a Delaware corporation (now owned by Williams Brothers Pipe Line Company, a Delaware corporation), and Standard Oil Co., and Indiana corporation, as set forth in a certain instrument dated December 31, 1949, filed December 31, 1949, as Document 1220885 in 1326 Deeds 75, also subject to road easement to Northern States Power Company, a Minnesota corporation, as set forth in a certain instrument dated January 13, 1969, filed May 20, 1969, as Document 1750180.

PREPARED BY:

Pyramid Network Services, LLC

WHEN RECORDED RETURN TO:

Pyramid Network Services, LLC
ATTN: Nancy Valletta
6519 Towpath Road
East Syracuse, NY 13057

SPACE ABOVE FOR RECORDER'S USE

MEMORANDUM OF LEASE AMENDMENT

Assessor's Parcel Number: 092923240002

THIS MEMORANDUM evidences that a First Amendment to Lease Agreement was made and entered into effective the ____ day of _____, 2014 between **The City of Roseville** ("Owner"), whose address is as set forth below and **T-Mobile Central LLC**, a Delaware limited liability company ("Lessee"), whose address is as set forth below, the terms and conditions of which are incorporated herein by reference.

Such First Amendment to Lease Agreement provides, in part, that Owner, for valuable consideration, leases Lessee a part of that certain property owned by Owner which is described in Exhibit "A" attached hereto and incorporated herein for a term of **five (5) years** commencing on **January 1, 2015**, which term is subject to two (2) additional and successive five (5) year renewal periods.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

OWNER:
THE CITY OF ROSEVILLE

Dated: 10/7/2014

By: [Signature]
Its: MAYOR

And

By: [Signature]
Its: C. H. Manager
Clerk Administrator

Address: City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

Phone: 612-490-2210

STATE OF Minnesota)
COUNTY OF Ramsey)ss.

The foregoing instrument was acknowledged before me the 7 day of October, 2014 by Daniel Roe and Patrick Trudgeon, the Mayor and City Manager of City of Roseville, a Minnesota municipal corporation, on behalf of the municipal corporation.

[Signature]
Notary Public

Printed Name: Kari E. Collins

My Commission Expires:

1/31/2017



[Notarial Seal]

LESSEE:
T-MOBILE CENTRAL LLC

Dated: _____

By: _____
Its: _____

Address:

T-Mobile Central LLC
12920 SE 38th Street
Bellevue, Washington 98006
Attn: Property Management
Re: Site Number A1N0019A

STATE OF _____)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me on the ____ day of _____, 2014, by _____, _____ of T-Mobile Central LLC, a Delaware limited liability company, on behalf of the company.

Notary Public

Printed Name: _____

My Commission Expires:

[Notarial Seal]

**Memorandum of Lease
Exhibit A
Legal Description**

Assessor's Parcel Number: 092923240002

The Property is legally described as follows:

The South two hundred feet (S.200') of the North two hundred sixty-six feet (N.266') of the West three hundred seventy-seven feet (W.377') of the East four hundred ten feet (E.410') of the Southeast Quarter of the Northwest Quarter (SE ¼ of NW ¼) of Section 9, Township 29, Range 23; Ramsey County, Minnesota.

Less lands granted in Highway Easement Document No. 1874748 and described as follows:

The east 43 feet of the south 200 feet of the north 266 feet of the west 377 feet of the east 410 feet of the southeast quarter of the northwest quarter of Section 9, Township 29 North, Range 23 West, excepting therefrom such right of way heretofore dedicated to the public or otherwise acquired for highway purposes, also subject to right-of-way easement for roadway purposes in favor of the Great Lakes Pipe Line Co., a Delaware corporation (now owned by Williams Brothers Pipe Line Company, a Delaware corporation), and Standard Oil Co., and Indiana corporation, as set forth in a certain instrument dated December 31, 1949, filed December 31, 1949, as Document 1220885 in 1326 Deeds 75, also subject to road easement to Northern States Power Company, a Minnesota corporation, as set forth in a certain instrument dated January 13, 1969, filed May 20, 1969, as Document 1750180.

T-Mobile Site ID: A1N0019A

SECOND AMENDMENT TO LEASE AGREEMENT

THIS SECOND AMENDMENT TO LEASE AGREEMENT ("Second Amendment") is entered into this 17th day of June, 2021, by and between the City of Roseville, a Minnesota municipal corporation, having a mailing address of 2660 Civic Center Drive, Roseville, Minnesota 55113 ("Owner") and T-Mobile Central LLC, a Delaware limited liability company, having a mailing address of 12920 SE 38th Street, Bellevue, Washington 98006, as successor-in-interest to APT Minneapolis, Inc. ("Lessee").

WHEREAS, Owner and Lessee's predecessor-in-interest entered into a Lease Agreement dated July 22, 1996, as amended by a First Amendment to Lease Agreement dated October 7, 2014, whereby Owner leased to Lessee certain Premises, therein described, that are a portion of the Property located at 2501 Fairview Avenue, Roseville, Minnesota 55113 ("Agreement"); and

WHEREAS, Owner desires to subdivide the Property; and

WHEREAS, Owner and Lessee desire to amend the Agreement to modify the legal description of Owner's Property; and

WHEREAS, Owner and Lessee, in their mutual interest, wish to amend the Agreement as set forth below accordingly.

NOW, THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Owner and Lessee agree as follows:

1. Owner has determined that it is desirable to subdivide the real property that was initially subject to the Agreement. "Owner's Property" shall hereafter be the Owner's real property legally described on Exhibit 2-A.
2. The real estate legally described on Exhibit 2-B is hereby released from the Agreement, subject to the retention by Lessee, its successors and assigns, of an access and utilities easement as described therein.
3. Lessee will execute and deliver to Owner for recording, at Owner's sole cost and expense, the Partial Release of Lease and Memorandum in the form attached hereto as Exhibit 2-C.
4. Memorandum of Lease. Either party will, at any time upon fifteen (15) days prior written notice from the other, execute, acknowledge, and deliver to the other a recordable First Amendment to Memorandum of Agreement substantially in the form of the Exhibit 2-D. Either party may record this memorandum at any time, in its absolute discretion.
5. Other Terms and Conditions Remain. In the event of any inconsistencies between the Agreement, the First Amendment to Lease Agreement, and this Second Amendment, the terms of

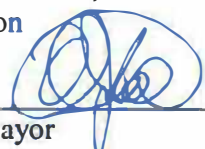
this Second Amendment shall control. Except as expressly set forth in this Second Amendment, the Agreement, as previously amended, otherwise is unmodified and remains in full force and effect. Each reference in the Agreement to itself shall be deemed also to refer to the Agreement as amended by the First Amendment to Lease Agreement and the Second Amendment.

6. Capitalized Terms. All capitalized terms used but not defined herein shall have the same meanings as defined in the Agreement.

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute and seal this Second Amendment on the dates set forth below.

OWNER:

City of Roseville, a Minnesota municipal corporation

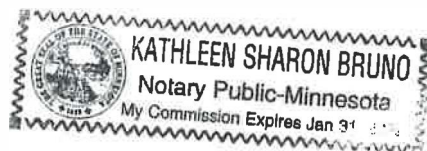
By: 
Mayor

By: 
City Manager

STATE OF MINNESOTA)
) ss.
COUNTY OF RAMSEY)

The foregoing instrument was acknowledged before me this 18th day of May, 2021, by Dan Roe and Pat Trudgen, the Mayor and City Manager of the City of Roseville, a municipal corporation, on behalf of said municipal corporation.


Notary Public



T-Mobile Site ID: A1N0019A

LESSEE:

T-Mobile Central LLC, a Delaware limited liability company

By: *Ana Hemmert*



Name: Ana Hemmert

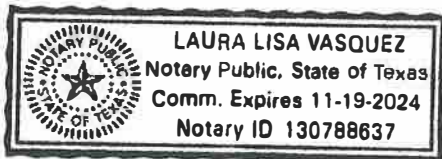
Title: Director, Technology Procurement

Date: 6-17-21

STATE OF Texas)
) ss.
COUNTY OF Collin)

T-Mobile Legal Stamp 04/09/2021
Approved as to legal form
Jan Drake
S. Corp Counsel

The foregoing instrument was acknowledged before me this 17th day of June, 2021, by Ana Hemmert, the Director, Technology Procurement of T-Mobile Central LLC, a Delaware limited liability company.



Lisa Vasquez
Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

Erickson, Bell, Beckman & Quinn, P.A.
Attorneys at Law
Rosedale Tower, Suite 110
1700 West Highway 36
Roseville, MN 55113
(651) 223-4999

T-Mobile Site ID: A1N0019A

EXHIBIT 2-A

LEGAL DESCRIPTION

Lot 1, Block 1, Fairview Fire Station, Ramsey County, Minnesota,

Together with an easement for access and utilities over, under and across the south 40.00 feet of
Lot 2, Block 1, Fairview Fire Station, Ramsey County, Minnesota.

T-Mobile Site ID: A1N0019A

EXHIBIT 2-B

LEGAL DESCRIPTION FOR PROPERTY
RELEASED FROM AGREEMENT

The following property is hereby released from the terms and conditions of the Agreement:

Lot 2, Block 1, Fairview Fire Station, Ramsey County, Minnesota, subject to an easement for access and utilities retained by Lessee, its successors and assigns over, under and across the south 40.00 feet of Lot 2, Block 1, Fairview Fire Station, Ramsey County, Minnesota.

T-Mobile Site ID: A1N0019A

EXHIBIT 2-C

PARTIAL RELEASE OF LEASE AND MEMORANDUM

This Partial Release of Lease and Memorandum ("Partial Release of Lease and Memorandum") is made as of the ____ day of _____, 2021, by the City of Roseville, a Minnesota municipal corporation (the "Owner"), and T-Mobile Central LLC, a Delaware limited liability company, as successor-in-interest to APT Minneapolis, Inc. (the "Lessee").

RECITALS:

WHEREAS, the Owner and the Lessee are parties to that certain Lease Agreement dated July 22, 1996, as amended by a First Amendment to Lease Agreement dated October 7, 2014, and as amended by a Second Amendment to Lease Agreement dated _____, 20__ (the "Agreement").

WHEREAS, a Memorandum of Agreement memorializing the Agreement was recorded on February 7, 1997, as Document No. 2977748, and a Memorandum of Lease Amendment was recorded on January 20, 2016, as Document A04592249.

WHEREAS, the Owner and the Lessee have agreed to release the real property legally described on Exhibit A (the "Property") from the Agreement, as amended.

PARTIAL RELEASE OF LEASE AND MEMORANDUM:

In consideration of the foregoing, the Owner and Lessee agree as follows:

1. The Recitals are true and correct and are fully incorporated herein and made a part hereof.
2. The Property is hereby released from the Agreement, as amended.
3. The Agreement remains in full force and effect with respect to the other real property that is and remains subject to the Agreement.

T-Mobile Site ID: A1N0019A

IN WITNESS WHEREOF, the Owner and Lessee have executed this Partial Release of Lease and Memorandum as of the date first written above.

OWNER:

City of Roseville, a Minnesota municipal corporation

By: EXHIBIT ONLY _____
Mayor

By: EXHIBIT ONLY _____
City Manager

STATE OF MINNESOTA)
) ss.
COUNTY OF RAMSEY)

The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by _____ and _____ the Mayor and City Manager of the City of Roseville, a municipal corporation, on behalf of said municipal corporation.

Notary Public

T-Mobile Site ID: A1N0019A

LESSEE:

T-Mobile Central LLC, a Delaware limited liability company

By: EXHIBIT ONLY _____

Name: EXHIBIT ONLY _____

Title: _____

Date: _____

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____, the _____ of T-Mobile Central LLC, a Delaware limited liability company.

Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

Erickson, Bell, Beckman & Quinn, P.A.
Attorneys at Law
Rosedale Tower, Suite 110
1700 West Highway 36
Roseville, MN 55113
(651) 223-4999

T-Mobile Site ID: A1N0019A

EXHIBIT 2-C
(Continued)

EXHIBIT A

Legal Description

Lot 2, Block 1, Fairview Fire Station, Ramsey County, Minnesota, subject to an easement for access and utilities retained by Lessee, its successor and assigns, over, under and across the south 40.00 feet of Lot 2, Block 1, Fairview Fire Station, Ramsey County, Minnesota.

T-Mobile Site ID: A1N0019A

EXHIBIT 2-D

**RECORDING REQUESTED BY AND
WHEN RECORDED MAIL TO:**

T-Mobile
Attn: Lease Compliance
12920 SE 38th Street
Bellevue, Washington 98006

T-Mobile Site ID: A1N0019A

[space above this line for Recorder's use]

**SECOND AMENDMENT TO
MEMORANDUM OF AGREEMENT**

This Second Amendment to Memorandum of Agreement is entered into this _____ day of _____, 2021, by and between the City of Roseville, a Minnesota municipal corporation, having a mailing address of 2660 Civic Center Drive, Roseville, Minnesota 55113 ("Owner") and T-Mobile Central LLC, a Delaware limited liability company, having a mailing address of 12920 SE 38th Street, Bellevue, Washington 98006, as successor-in-interest to APT Minneapolis, Inc. ("Lessee").

1. Owner and Lessee's predecessor-in-interest entered into a certain Lease Agreement on the 22nd day of July, 1996, as amended by that certain First Amendment to Lease Agreement dated October 7, 2014, as amended by that Second Amendment to Lease Agreement dated _____, 20__, for the purpose of installing, operating, and maintaining a communications facility and other improvements ("Agreement"). A Memorandum of Agreement reflecting the Agreement was recorded February 7, 1997, as Document No. 2977748, as amended by that certain Memorandum of Lease Amendment dated January 20, 2016, as Document No. A04592249.
2. Owner and Lessee agree that "Owner's Property" subject to the Agreement, as amended, shall be the real property legally described on Exhibit 1-A.
3. This Second Amendment to Memorandum of Agreement is not intended to amend or modify, and shall not be deemed or construed as amending or modifying, any of the terms, conditions or provisions of the Agreement, all of which are hereby ratified and affirmed. In the event of a conflict between the provisions of the Memorandum of Agreement, the Memorandum of Lease Amendment or this Second Amendment to Memorandum of Agreement, and the provisions of the Agreement, the provisions of the Agreement shall control. The Agreement shall be binding upon and inure to the benefit of the parties and their respective heirs, successors, and assigns.

T-Mobile Site ID: A1N0019A

IN WITNESS WHEREOF, the parties have executed this Second Amendment to Memorandum of Agreement as of the day and year first above written.

OWNER:

City of Roseville, a Minnesota municipal corporation

By: EXHIBIT ONLY _____
Mayor

By: EXHIBIT ONLY _____
City Manager

STATE OF MINNESOTA)
) ss.
COUNTY OF RAMSEY)

The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by _____ and _____, the Mayor and City Manager of the City of Roseville, a municipal corporation, on behalf of said municipal corporation.

Notary Public

T-Mobile Site ID: A1N0019A

LESSEE:

T-Mobile Central LLC, a Delaware limited liability company

By: EXHIBIT ONLY _____

Name: EXHIBIT ONLY _____

Title: _____

Date: _____

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____, the _____ of T-Mobile Central LLC, a Delaware limited liability company.

Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

Erickson, Bell, Beckman & Quinn, P.A.
Attorneys at Law
Rosedale Tower, Suite 110
1700 West Highway 36
Roseville, MN 55113
(651) 223-4999

T-Mobile Site ID: A1N0019A

EXHIBIT 2-D
(Continued)

EXHIBIT 1-A

LEGAL DESCRIPTION FOR "OWNER'S PROPERTY"

Lot 1, Block 1, Fairview Fire Station, Ramsey County, Minnesota.

Together with an easement for access and utilities over, under and across the south 40.00 feet of Lot 2, Block 1, Fairview Fire Station, Ramsey County, Minnesota.

Site: A1N0019A
 Site Name: Roseville One Comm
 Market MN

THIRD AMENDMENT TO LEASE AGREEMENT

THIS THIRD AMENDMENT TO SITE LEASE AGREEMENT ("Amendment") is made and entered into by and between City of Roseville, a Minnesota municipal corporation ("Owner"), and T-Mobile Central LLC, a Delaware limited liability company ("Lessee").

Recitals

The parties hereto recite, declare and agree as follows:

A. Owner and Lessee (or as applicable, their respective predecessors in interest) entered into a Lease Agreement dated July 22, 1996, (including any prior amendments, the "Lease"), with respect to Premises located at 2501 Fairview Avenue, Roseville, Minnesota 55113.

B. Owner and Lessee desire to enter into this Third Amendment in order to modify and amend certain provisions of the Lease.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Owner and Lessee covenant and agree as follows:

1. Lessee will have the right to modify its ground space as described and depicted on Exhibit A, which is attached hereto and by this reference incorporated herein, and Owner hereby consents to and approves of the modifications described and depicted on Exhibit A in all respects.
2. As additional consideration for the increased lease space and other rights set forth in this Third Amendment, starting on the date that is thirty (30) days after the start of construction for the installation of the generator to the Antenna Facilities, rent will be increased by \$357.00 per month or \$4,284 per year. As per the first amendment to the original lease, this rent increase plus the base rent established in the first amendment, shall be adjusted annually on each anniversary of the New Term Commencement Date of the First Amendment, to an amount equal to One Hundred Three percent (103%) of the Rent in effect immediately prior to the adjustment date.
3. The terms and conditions of the Lease are incorporated herein by this reference, and capitalized terms used in this Third Amendment shall have the same meanings such terms are given in the Lease. Except as specifically set forth herein, this Third Amendment shall in no way modify, alter or amend the remaining terms of the Lease, all of which are ratified by the parties and shall remain in full force and effect. To the extent there is any conflict between the terms and conditions of the Lease and this Third Amendment, the terms and conditions of this Third Amendment will govern and control.

4. Lessee represents and warrants to Lessee that the consent or approval of no third party, including, without limitation, a lender, is required with respect to the execution of this Third amendment, or if any such third party consent or approval is required, Owner has obtained any and all such consents or approvals.

IN WITNESS WHEREOF, the parties have executed this Third Amendment effective as of the date of execution by the last party to sign.

OWNER:

City of Roseville, a Minnesota municipal corporation

By: [Signature]

Mayor

By: [Signature]

City Manager

STATE OF MINNESOTA)

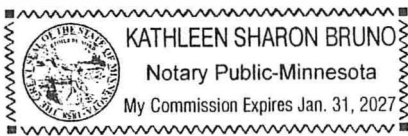
) ss.

COUNTY OF RAMSEY)

The forgoing instrument was acknowledged before me on the 20th day of September, 2022, by Dan Roe, Pat Tudgeon of City of Roseville, a Minnesota municipal corporation, on behalf of said municipal corporation.

Kathleen S. Bruno

Notary Public



[Notarial Seal]

Printed Name: Kathleen S. Bruno

My Commission Expires Jan. 31, 2027

T-Mobile Central LLC,
a Delaware limited liability company

By: Hossein Sepehr
Name: Hossein Sepehr
Title: Sr. Director, Network Engineering and Operations

Date: 8/18/2022



TMO Signatory Level: L06

TMO Legally
Digitally signed by
TMO Legal
Date: 2022.08.07
18:52:07
-04'00'

STATE OF Min)
) ss.

COUNTY OF Hennepin)

The forgoing instrument was acknowledged before me on the 18th day of Aug, 2022, by Hossein Sepehr, Sr. Director ENG 30PS of T-Mobile Central LLC, a Delaware limited liability company, on behalf of the company.



Susan Mae Streets
Notary Public

Printed Name: Susan Mae Streets

My Commission Expires: 1-31-2025

[Notarial Seal]

T-Mobile®

APPROVAL SIGNATURE BLOCK

The following parties have reviewed these documents:

Site Aquisition Specialist:	Approved: ☐ Rejected: ☐	Date:
Construction Manager:	Approved: ☐ Rejected: ☐	Date:
Operations:	Approved: ☐ Rejected: ☐	Date:
Project Manager:	Approved: ☐ Rejected: ☐	Date:
RF:	Approved: ☐ Rejected: ☐	Date:

DRAWINGS ARE NO LONGER TO BE "APPROVED" WITH COMMENTS" -- IF YOU HAVE ANY REDLINES TO THESE DRAWINGS THEN YOU MUST
SELECT REJECTED

T-Mobile

SITE NAME: ROSEVILLE ONE COMM
SITE NUMBER: A1N0019A
SITE TYPE: SELF SUPPORT TOWER
PROJECT: ADD GENERATOR

SITE INFORMATION

SITE NAME: ROSEVILLE ONE COMM
SITE NUMBER: A1N0019A
SITE ADDRESS: 2501 FAIRVIEW AVENUE NORTH
 ROSEVILLE, MN 55113
COUNTY: RAMSEY COUNTY

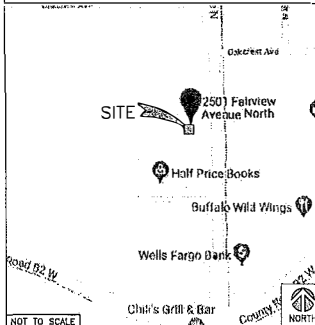
LATITUDE: 45° 01' 00.15" N (NAD '83)
 45.016708° N (NAD '83)
LONGITUDE: 093° 10' 42.77" W (NAD '83)
 093.178547° W (NAD '83)

JURISDICTION: CITY OF ROSEVILLE
OCCUPANCY CLASSIFICATION: V8
TYPE OF CONSTRUCTION: FACILITY IS UNMANNED AND NOT FOR HUMAN HABITATION
A.G.A. COMPLIANCE:

PROPERTY/TOWER OWNER: CITY OF ROSEVILLE
 2680 CIVIC CENTER DRIVE,
 ROSEVILLE, MN 55113
 615-792-7000

CARRIER/APPLICANT: T-MOBILE
 8000 WEST 78 STREET, SUITE
 400
 EDINA, MN 55439

VICINITY MAP



LOCATION MAP



DRAWINGS INDEX

SHEET	DESCRIPTION
T-1	TITLE SHEET
T-2	GENERAL NOTES
T-3	GENERAL NOTES & LEGEND
C-1	SITE PLAN AND AERIAL
C-2	PROPOSED COMPOUND SITE PLAN
C-3	SITE PHOTOS
S-1	CONCRETE PAD DETAILS
E-1	EQUIPMENT UTILITY PLAN
E-2	EQUIPMENT UTILITY DETAILS
E-3	GENERATOR SPECIFICATIONS
E-4	ATS SPECIFICATIONS

PROJECT TEAM

PROJECT MANAGEMENT: JARED BYRCE
 T-MOBILE USA, INC.
 CONSTRUCTION PROJECT MANAGER
 8000 WEST 78TH STREET, SUITE 400
 EDINA, MINNESOTA 55439
 PH: (812)-701-2069
 FAX: (952)-433-4145
 EMAIL: jared.byrce@t-mobile.com

SITE ACQUISITION: BRANDON ST. MICHEL
 PROGRAM DIRECTOR
 BUELL CONSULTING, INC.
 720 MAIN STREET, SUITE 200
 ST. PAUL, MN 55118
 PH: (701) 368-9949
 EMAIL: brandon@buellconsulting.com

PROFESSIONAL ENGINEER: TOM MEDHI
 ASSOCIATED ENGINEERING, INC
 2705 NORTH MAIN STREET
 OMAHA, NE 68022
 (402) 269-5040
 tmedhi@aei-ne.com

THESE DOCUMENTS ARE DRAWN TO SCALE FOR 22X34 SIZE SHEET. DOCUMENTS PRINTED IN 11X17 SIZE SHEET ARE REDUCED TO HALF THE ORIGINAL SCALE. SUBCONTRACTOR SHALL VERIFY ALL PLANS & EXISTING DIMENSIONS & CONDITIONS ON THE JOB SITE & SHALL IMMEDIATELY NOTIFY THE ENGINEER IN WRITING OF ANY DISCREPANCIES BEFORE PROCEEDING WITH THE WORK OR BE RESPONSIBLE FOR SAME. THESE SITE PLANS SHALL ADHERE TO ALL OF THE REQUIREMENTS CALLED OUT IN THE JURISDICTION PLANNING AND ZONING FOR ANTENNAS AND SUPPORT STRUCTURES, WHERE SITE IS LOCATED.

CODE COMPLIANCE

ALL WORK AND MATERIALS SHALL BE PERFORMED AND INSTALLED IN ACCORDANCE WITH THE CURRENT EDITIONS OF THE FOLLOWING CODES AS ADOPTED BY THE LOCAL GOVERNING AUTHORITIES. NOTHING IN THESE PLANS IS TO BE CONSTRUED TO PERMIT WORK NOT CONFORMING TO THE LATEST EDITIONS OF THE FOLLOW:

STATE OF MINNESOTA CODES

- MN BUILDING CODE - 2020
- NATIONAL ELECTRICAL CODE - 2020
- MN MECHANICAL AND FUEL GAS CODE - 2020
- MN PLUMBING CODE - 2015 (ENCLUDING CHAPTER 4714)
- MN STATE FIRE CODE 2020 WSPC
- MN ENERGY CONSERVATION CODE - 2020

APPROVALS

APPROVAL	NAME	DATE
PROPERTY OWNER OR REP.		
LAND USE PLANNER		
T-MOBILE		
OPERATIONS		
RF ENGINEERING		
NETWORK		
BACKHAUL		
CONSTRUCTION MANAGER		

THE PARTIES ABOVE HEREBY APPROVE AND ACCEPT THESE DOCUMENTS AND AUTHORIZE THE CONTRACTOR TO PROCEED WITH THE CONSTRUCTION DESCRIBED HEREIN. ALL CONSTRUCTION DOCUMENTS ARE SUBJECT TO REVIEW BY THE LOCAL BUILDING DEPARTMENT AND ANY CHANGES AND MODIFICATIONS THEY MAY IMPOSE.

PROJECT DESCRIPTION

THE PURPOSE OF THE PROJECT IS TO ENHANCE BROADBAND CONNECTIVITY AND CAPACITY TO THE EXISTING ELIGIBLE WIRELESS FACILITY.

ALL WORK TO BE COMPLETED BY THE CONTRACTOR EXCEPT WHERE NOTED BY T-MOBILE.

INSTALL NEW DIESEL GENERATOR WITH SUB-BASE FUEL TANK ON NEW CONCRETE PAD. INTEGRATE EXISTING ALARM AND ELECTRICAL CONNECTION WITH NEW GENERATOR.

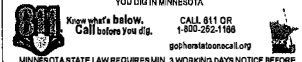
SCOPE OF WORK:

- NEW CONCRETE PAD
- NEW 48KW DIESEL GENERATOR
- INSTALL ATS TRANSFER SWITCH

LEASE AREA:

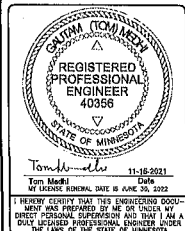
EXISTING = 16'-0"X10'-0" (160 SQUARE FEET)
 PROPOSED = 14'-0"X9'-0" (126 SQUARE FEET)
 TOTAL = 286 SQUARE FEET

TO OBTAIN LOCATION OF PARTICIPANTS UNDERGROUND FACILITIES BEFORE YOU DIG IN MINNESOTA



T-Mobile
 8000 West 78th Street, Suite 400
 Edina, MN 55439
 www.t-mobile.com

ASSOCIATED ENGINEERING INC.
 2705 N. Main Street, Omaha, NE 68022
 PH: (402) 269-5040, FAX: (402) 269-5045
 AE INO, Project #5725



PROJECT TITLE:
A1N0019A
ROSEVILLE ONE COMM
 2501 FAIRVIEW AVENUE NORTH
 ROSEVILLE, MN 55113

REV	DATE	DESCRIPTION	APP'D
A	11/01/21	PDLM DRAWINGS	MS
B	11/11/21	CLIENT COMMENTS	MS
C	11/15/21	FINAL DRAWINGS	MS

SHEET TITLE

TITLE SHEET

SHEET NUMBER

T-1

SITE WORK GENERAL NOTES:

1. THE SUBCONTRACTOR SHALL CONTACT UTILITY LOCATING SERVICES PRIOR TO THE START OF CONSTRUCTION.
2. ALL EXISTING ACTIVE SEWER, WATER, GAS, ELECTRIC AND OTHER UTILITIES WHERE ENCOUNTERED IN THE WORK SHALL BE PROTECTED AT ALL TIMES AND WHERE REQUIRED FOR THE PROPER EXECUTION OF THE WORK SHALL BE RELOCATED AS DIRECTED BY CONTRACTOR. EXTREME CAUTION SHOULD BE USED BY THE SUBCONTRACTOR WHEN EXCAVATING OR DRILLING PIERS AROUND OR NEAR UTILITIES. SUBCONTRACTOR SHALL PROVIDE SAFETY TRAINING FOR THE WORKING CREW. THIS WILL INCLUDE BUT NOT BE LIMITED TO A) FALL PROTECTION, B) CONFINED SPACE C) ELECTRICAL SAFETY D) TRENCHING AND EXCAVATION.
3. ALL SITE WORK SHALL BE AS INDICATED ON THE STAMPED CONSTRUCTION DRAWINGS AND PROJECT SPECIFICATIONS.
4. IF NECESSARY, RUBBISH, STUMPS, DEBRIS, STICKS, STONES AND OTHER REFUSE SHALL BE REMOVED FROM THE SITE AND DISPOSED OF LEGALLY.
5. ALL EXISTING INACTIVE SEWER, WATER, GAS, ELECTRICAL AND OTHER UTILITIES, WHICH INTERFERE WITH THE EXECUTION OF THE WORK, SHALL BE REMOVED AND/OR CAPPED, PLUGGED OR OTHERWISE DISCONTINUED AT POINTS WHICH WILL NOT INTERFERE WITH THE EXECUTION OF THE WORK, SUBJECT TO THE APPROVAL OF CONTRACTOR, OWNER AND/OR LOCAL UTILITIES.
6. THE SUBCONTRACTOR SHALL PROVIDE SITE SIGNAGE IN ACCORDANCE WITH THE TECHNICAL SPECIFICATION FOR SITE SIGNAGE.
7. THE SITE SHALL BE GRADED TO CAUSE SURFACE WATER TO FLOW AWAY FROM THE BITS EQUIPMENT AND TOWER AREAS.
8. NO FILL OR EMBANKMENT MATERIAL SHALL BE PLACED ON FROZEN GROUND, FROZEN MATERIALS, SNOW OR ICE SHALL NOT BE PLACED IN ANY FILL OR EMBANKMENT.
9. THE SUB GRADE SHALL BE COMPACTED AND BROUGHT TO A SMOOTH UNIFORM GRADE PRIOR TO FINISHED SURFACE APPLICATION.
10. THE AREAS OF THE OWNERS PROPERTY DISTURBED BY THE WORK AND NOT COVERED BY THE TOWER, EQUIPMENT OR DRIVEWAY, SHALL BE GRADED TO A UNIFORM SLOPE, AND STABILIZED TO PREVENT EROSION AS SPECIFIED ON THE PROJECT SPECIFICATIONS.
11. SUBCONTRACTOR SHALL MINIMIZE DISTURBANCE TO EXISTING SITE DURING CONSTRUCTION. EROSION CONTROL MEASURES, IF REQUIRED DURING CONSTRUCTION, SHALL BE IN CONFORMANCE WITH THE LOCAL GUIDELINES FOR EROSION AND SEDIMENT CONTROL.
12. NOTICE TO PROCEED- NO WORK TO COMMENCE PRIOR TO COMPANY'S WRITTEN NOTICE TO PROCEED AND THE ISSUANCE OF A PURCHASE ORDER.
13. ALL CONSTRUCTION MEANS AND METHODS INCLUDING BUT NOT LIMITED TO, ERECTION PLANS, RIGGING PLANS, CLIMBING PLANS, AND RESCUE PLANS SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR RESPONSIBLE FOR THE EXECUTION OF THE WORK CONTAINED HEREIN AND SHALL MEET ANSI/ISA 1013 (LATEST EDITION), OSHA, AND GENERAL INDUSTRY STANDARDS. ALL RIGGING PLANS SHALL ADHERE TO ANSI/ISA-1013 (LATEST EDITION) INCLUDING THE REQUIRED INVOLVEMENT OF A QUALIFIED ENGINEER FOR CLASS IV CONSTRUCTION.

CONCRETE AND REINFORCING STEEL NOTES:

1. ALL CONCRETE WORK SHALL BE IN ACCORDANCE WITH THE ACI 301, ACI 318, ACI 338, ASTM A618, ASTM A108 AND THE DESIGN AND CONSTRUCTION SPECIFICATION FOR CAST-IN-PLACE CONCRETE.
2. ALL CONCRETE SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 3000 PSI AT 28 DAYS, UNLESS NOTED OTHERWISE. SLAB FOUNDATION DESIGN ASSUMING ALLOWABLE SOIL BEARING PRESSURE OF 2000 PSF.
3. REINFORCING STEEL SHALL CONFORM TO ASTM A615, GRADE 60, DEFORMED UNLESS NOTED OTHERWISE. WELDED WIRE FABRIC SHALL CONFORM TO ASTM A185 WELDED STEEL WIRE FABRIC UNLESS NOTED OTHERWISE. SPLICES SHALL BE CLASS "B" AND ALL HOOKS SHALL BE STANDARD, UNO.
4. THE FOLLOWING MINIMUM CONCRETE COVER SHALL BE PROVIDED FOR REINFORCING STEEL UNLESS SHOWN OTHERWISE ON DRAWINGS:
 - CONCRETE CAST AGAINST EARTH.....3 IN.
 - CONCRETE EXPOSED TO EARTH OR WEATHER #6 AND LARGER.....2 IN.
 - #5 AND SMALLER & W/F.....1 1/2 IN.
 - CONCRETE NOT EXPOSED TO EARTH OR WEATHER OR NOT CAST AGAINST THE GROUND: SLAB ON WALLS.....3/4 IN.
 - BEAMS AND COLUMNS.....1 1/2 IN.
5. A CHAMFER "W" SHALL BE PROVIDED AT EXPOSED EDGES OF CONCRETE, UNLESS NOTED OTHERWISE, IN ACCORDANCE WITH THE ACI 301 SECTION 4.2.4.
6. ALL GROUNDING SHALL BE IN ACCORDANCE WITH T-MOBILE ELECTRICAL STANDARD SPECIFICATIONS AND THE LATEST EDITION OF THE NEC.
7. THE CONTRACTOR SHALL HANG AND VERIFY THE EXISTING TOWER/COMPOUND GROUNDING SYSTEM WITH ANY CONIST OF GROUND RINGS, GROUND RODS, GROUND MATS, CHEMICAL GROUND RODS, AND/OR WATER WELLS. THE CONTRACTOR SHALL LEAVE THE EXISTING GROUNDING SYSTEM UNOBTURBED AND NOTIFY THE CONSTRUCTION MANAGER OF ANY CONSTRUCTION CONFLICTS.
8. CONTRACTOR SHALL FIELD VERIFY THE LOCATION OF EXISTING UNDERGROUND UTILITIES AND HAND DIG IN THIS VICINITY TO PROTECT FROM DAMAGE.

GENERAL CONSTRUCTION:

1. FOR THE PURPOSE OF CONSTRUCTION DRAWINGS, THE FOLLOWING DEFINITIONS SHALL APPLY:
 - CONTRACTOR- GENERAL CONTRACTOR(CONSTRUCTION)
 - SUBCONTRACTOR- T-MOBILE
 - CARRIER- ORIGINAL EQUIPMENT MANUFACTURER
 - DEM- ORIGINAL EQUIPMENT MANUFACTURER
2. ALL SITE WORK SHALL BE COMPLETED AS INDICATED ON THE DRAWINGS AND T-MOBILE PROJECT SPECIFICATIONS.
3. GENERAL CONTRACTOR SHALL VISIT THE SITE AND SHALL FAMILIARIZE HIMSELF WITH ALL CONDITIONS AFFECTING THE NEW WORK AND SHALL MAKE PROVISIONS, GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR FAMILIARIZING HIMSELF WITH ALL CONTRACT DOCUMENTS, FIELD CONDITIONS, DIMENSIONS, AND CONFIRMING THAT THE WORK MAY BE ACCOMPLISHED AS SHOWN PRIOR TO PROCEEDING WITH CONSTRUCTION. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO THE COMMENCEMENT OF WORK.
4. ALL MATERIALS FURNISHED AND INSTALLED SHALL BE IN STRICT ACCORDANCE WITH ALL APPLICABLE CODES, REGULATIONS, AND ORDINANCES. GENERAL CONTRACTOR SHALL ISSUE ALL APPROPRIATE NOTICES AND COMPLY WITH ALL LAWS, ORDINANCES, RULES, REGULATIONS, AND LAWFUL ORDERS OF ANY PUBLIC AUTHORITY REGARDING THE PERFORMANCE OF WORK.
5. ALL WORK CARRIED OUT SHALL COMPLY WITH ALL APPLICABLE MUNICIPAL AND UTILITY COMPANY SPECIFICATIONS AND LOCAL JURISDICTIONAL CODES, ORDINANCES, AND APPLICABLE REGULATIONS.
6. UNLESS NOTED OTHERWISE, THE WORK SHALL INCLUDE FURNISHING MATERIALS, EQUIPMENT, APPURTENANCES, AND LABOR NECESSARY TO COMPLETE ALL INSTALLATIONS AS INDICATED ON THE DRAWINGS.
7. PLANS ARE NOT TO BE SOLED. THESE PLANS ARE INTENDED TO BE A DIAGRAMMATIC OUTLINE ONLY UNLESS OTHERWISE NOTED. DIMENSIONS SHOWN ARE TO FINISH SURFACES UNLESS OTHERWISE NOTED. SPACING BETWEEN EQUIPMENT IS THE MINIMUM REQUIRED CLEARANCE. THEREFORE, IT IS CRITICAL TO FIELD VERIFY DIMENSIONS. SHOULD THERE BE ANY QUESTIONS REGARDING THE CONTRACT DOCUMENTS, THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING A CLARIFICATION FROM THE ENGINEER PRIOR TO PROCEEDING WITH THE WORK. DETAILS ARE INTENDED TO SHOW DESIGN INTENT. MODIFICATIONS MAY BE REQUIRED TO SUIT JOB DIMENSIONS OR CONDITIONS AND SUCH MODIFICATIONS SHALL BE INCLUDED AS PART OF WORK AND PREPARED BY THE ENGINEER PRIOR TO PROCEEDING WITH WORK.
8. THE CONTRACTOR SHALL INSTALL ALL EQUIPMENT AND MATERIALS IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS UNLESS SPECIFICALLY STATED OTHERWISE.
9. IF THE SPECIFIED EQUIPMENT CANNOT BE INSTALLED AS SHOWN ON THESE DRAWINGS, THE CONTRACTOR SHALL PROPOSE AN ALTERNATIVE INSTALLATION SPACE FOR APPROVAL BY THE ENGINEER PRIOR TO PROCEEDING.
10. GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR THE SAFETY OF WORK AREA, ADJACENT AREAS AND BUILDING OCCUPANTS THAT ARE LIKELY TO BE AFFECTED BY THE WORK UNDER THIS CONTRACT. WORK SHALL CONFORM TO ALL OSHA REQUIREMENTS AND THE LOCAL JURISDICTION.
11. GENERAL CONTRACTOR SHALL COORDINATE WORK AND SCHEDULE WORK ACTIVITIES WITH OTHER DISCIPLINES.
12. ERECTION SHALL BE DONE IN A WORKMANLIKE MANNER BY COMPETENT EXPERIENCED WORKMAN IN ACCORDANCE WITH APPLICABLE CODES AND THE BEST ACCEPTED PRACTICE. ALL MEMBERS SHALL BE LAID PLUMB AND TRUE AS INDICATED ON THE DRAWINGS.
13. SEAL PENETRATIONS THROUGH FIRE RATED AREAS WITH UL LISTED MATERIALS APPROVED BY LOCAL JURISDICTION. CONTRACTOR SHALL KEEP AREA CLEAN, HAZARD FREE, AND DISPOSE OF ALL DEBRIS.
14. WORK PREVIOUSLY COMPLETED IS REPRESENTED BY LIGHT SHADED LINES AND NOTES. THE SCOPE OF WORK FOR THIS PROJECT IS REPRESENTED BY DARK SHADED LINES AND NOTES. CONTRACTOR SHALL NOTIFY THE GENERAL CONTRACTOR OF ANY EXISTING CONDITIONS THAT DEVIATE FROM THE DRAWINGS PRIOR TO BEGINNING CONSTRUCTION.
15. CONTRACTOR SHALL PROVIDE WRITTEN NOTICE TO THE CONSTRUCTION MANAGER 48 HOURS PRIOR TO COMMENCEMENT OF WORK.
16. THE CONTRACTOR SHALL PROTECT EXISTING IMPROVEMENTS, PAVEMENTS, CURBS, LANDSCAPING AND STRUCTURES. ANY DAMAGED PART SHALL BE REPAIRED AT CONTRACTOR'S EXPENSE TO THE SATISFACTION OF THE OWNER.
17. THE CONTRACTOR SHALL CONTACT UTILITY LOCATING SERVICES PRIOR TO THE START OF CONSTRUCTION.
18. GENERAL CONTRACTOR SHALL COORDINATE AND MAINTAIN ACCESS FOR ALL TRADES AND CONTRACTORS TO THE SITE AND/OR BUILDING.
19. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR SECURITY OF THE SITE FOR THE DURATION OF CONSTRUCTION UNTIL JOB COMPLETION.
20. THE GENERAL CONTRACTOR SHALL MAINTAIN IN GOOD CONDITION ONE COMPLETE SET OF PLANS WITH ALL REVISIONS, ADDENDA, AND CHANGE ORDERS ON THE PREMISES AT ALL TIMES.
21. THE GENERAL CONTRACTOR SHALL PROVIDE PORTABLE FIRE EXTINGUISHERS WITH A RATING OF NOT LESS THAN 2-A AT 2-A10-B-C AND SHALL BE WITHIN 25 FEET OF TRAVEL DISTANCE TO ALL PORTIONS OF WHERE THE WORK IS BEING COMPLETED DURING CONSTRUCTION.
22. CONTRACTOR SHALL MINIMIZE DISTURBANCE TO THE EXISTING SITE DURING CONSTRUCTION. EROSION CONTROL MEASURES, IF REQUIRED DURING CONSTRUCTION, SHALL BE IN CONFORMANCE WITH THE FEDERAL AND LOCAL JURISDICTION FOR EROSION AND SEDIMENT CONTROL.
23. THE SUBGRADE SHALL BE BROUGHT TO A SMOOTH UNIFORM GRADE AND COMPACTED TO 95 PERCENT STANDARD PROCTOR DENSITY UNDER PAYMENT AND STRUCTURES AND 90 PERCENT STANDARD PROCTOR DENSITY IN OPEN SPACE. ALL TRENCHES IN PUBLIC RIGHT

OF WAY SHALL BE BACKFILLED WITH FLOWABLE FILL OR OTHER MATERIAL PRE-APPROVED BY THE LOCAL JURISDICTION.

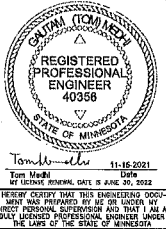
24. ALL BROCHURES, OPERATING AND MAINTENANCE MANUALS, CATALOGS, SHOP DRAWINGS, AND OTHER DOCUMENTS SHALL BE TURNED OVER TO THE GENERAL CONTRACTOR AT COMPLETION OF CONSTRUCTION AND PRIOR TO PAYMENT.
25. CONTRACTOR SHALL SUBMIT A COMPLETE SET OF AS-BUILT REFINES TO THE GENERAL CONTRACTOR UPON COMPLETION OF PROJECT AND PRIOR TO FINAL PAYMENT.
26. CONTRACTOR SHALL LEAVE PREMISES IN A CLEAN CONDITION.
27. THE NEW FACILITY WILL BE UNMANNED AND DOES NOT REQUIRE POTABLE WATER OR SEWER SERVICE, AND IS NOT FOR HUMAN HABITAT (NO HANDICAP ACCESS REQUIRED).
28. OCCUPANCY IS LIMITED TO PERIODIC MAINTENANCE AND INSPECTION, APPROXIMATELY 2 TIMES PER MONTH BY T-MOBILE TECHNICIANS. THE GENERAL CONTRACTOR SHALL PROVIDE PORTABLE FIRE EXTINGUISHERS WITH A RATING OF NOT LESS THAN 2-A AT 2-A10-B-C AND SHALL BE WITHIN 25 FEET OF TRAVEL DISTANCE TO ALL PORTIONS OF WHERE THE WORK IS BEING COMPLETED DURING CONSTRUCTION.
29. NO OUTDOOR STORAGE OR SOLID WASTE CONTAINERS ARE NEW.
30. ALL MATERIAL SHALL BE FURNISHED AND WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE LATEST REVISION T-MOBILE MOBILITY GROUNDING STANDARD TECHNICAL SPECIFICATION FOR CONSTRUCTION OF GSM/GPRS WIRELESS SITES AND TECHNICAL SPECIFICATION FOR FACILITY GROUNDING. IN CASE OF A CONFLICT BETWEEN THE CONSTRUCTION SPECIFICATION AND THE DRAWINGS, THE DRAWINGS SHALL GOVERN.
31. CONTRACTORS SHALL BE RESPONSIBLE FOR OBTAINING ALL PERMITS AND INSPECTIONS REQUIRED FOR CONSTRUCTION. IF CONTRACTOR CANNOT OBTAIN A PERMIT, THEY MUST NOTIFY THE GENERAL CONTRACTOR IMMEDIATELY.
32. CONTRACTOR SHALL REMOVE ALL TRASH AND DEBRIS FROM THE SITE ON A DAILY BASIS.
33. INFORMATION SHOWN ON THESE DRAWINGS WAS OBTAINED FROM SITE VISITS AND/OR DRAWINGS PROVIDED BY THE SITE OWNER. CONTRACTORS SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCIES PRIOR TO ORDERING MATERIAL OR PROCEEDING WITH CONSTRUCTION.
34. NO WHITE STROBE LIGHTS ARE PERMITTED. LIGHTING IF REQUIRED, WILL MEET FMA STANDARDS AND REQUIREMENTS.
35. ALL COAXIAL CABLE INSTALLATIONS TO FOLLOW MANUFACTURER'S INSTRUCTIONS AND RECOMMENDATIONS.

ELECTRICAL NOTES:

1. CONTRACTOR SHALL COORDINATE WITH LOCAL POWER COMPANY FOR NEW T-MOBILE SITES FOR REQUIREMENTS OF POWER SERVICE LINE TO THE METER BASE. POWER SERVICE REQUIREMENT IS COMMERCIAL AC NOMINAL 120/208 VOLT OR 120/240 VOLT, SINGLE PHASE, THREE WIRE, WITH 200 AMP RATING.
2. CONTRACTOR SHALL COORDINATE WITH LOCAL TELEPHONE COMPANY FOR NEW T-MOBILE SITES FOR REQUIREMENTS OF "T1" SERVICE LINE TO TERMINATE AT THE PFC CABINET.
3. CONTRACTOR SHALL FURNISH AND INSTALL ELECTRIC METER BASE AND 200A DISCONNECT SWITCH FOR NEW T-MOBILE SITES PER SITE PLAN AND DETAIL DRAWINGS. THE METER BASE SHOULD BE LOCATED IN A MANNER WHERE ACCESSIBLE BY THE LOCAL POWER COMPANY.
4. LOCAL POWER COMPANY SHALL PROVIDE 200 AMP ELECTRIC METER FOR NEW T-MOBILE SITES. CONTRACTOR SHALL COORDINATE INSTALLATION OF METER WITH LOCAL POWER COMPANY.
5. UNDERGROUND POWER AND TELCO SERVICE LINES SHALL BE ROUTED IN A COMMON TRENCH FOR NEW T-MOBILE SITES. ALL UNDERGROUND CONDUIT SHALL BE PVC SCHEDULE 40 AND CONDUIT EXPOSED ABOVE GROUND SHALL BE RIGID GALVANIZED STEEL UNLESS OTHERWISE INDICATED.
6. ALL TELCO CONDUIT LINES SHALL BE 4" SCH. 40 PVC CONDUIT UNLESS OTHERWISE INDICATED FOR NEW T-MOBILE SITES. THE TELCO CONDUIT FROM THE PFC SHALL BE ROUTED AND TERMINATED AT DESIGNATED TELCO DECATARION OR 2- FEET OUTSIDE FENCED AREA, NEAR UTILITY POLE (IN FENCED AREA), OR EVO CAP OFF AND PROVIDE MARKER STAKE PAINTED BRIGHT ORANGE WITH DESIGNATION FOR TELCO SERVICE.
7. CONDUITS INSTALLED AT PCS EQUIPMENT ENDS PRIOR TO THE EQUIPMENT INSTALLATION FOR NEW T-MOBILE SITES SHALL BE STUBBED AND CAPPED AT 6" ABOVE GRADE OR PLATFORM. IF SERVICE LINES CAN'T BE INSTALLED INITIALLY, PROVIDE NYLON PULL CORD IN CONDUITS.
8. THE T-MOBILE CABINET, INCLUDING 200 AMP LOAD PANEL AND TELCO PANEL, SHALL BE PROVIDED BY OWNER AND INSTALLED BY THE CONTRACTOR FOR NEW T-MOBILE SITES. CONTRACTOR IS TO INSTALL BREAKERS(S) NOT PROVIDED BY MANUFACTURER. SEE PANEL SCHEDULE ON THIS SHEET FOR BREAKER REQUIREMENTS.
9. LOCATION OF ELECTRIC METER AND DISCONNECT SWITCH TO BE COORDINATED BY ELECTRICAL CONTRACTOR AND FIELD CONSTRUCTION MANAGER FOR NEW T-MOBILE SITES.
10. CONTRACTOR SHALL INSPECT THE EXISTING CONDITIONS PRIOR TO SUBMITTING BID. ANY QUESTIONS ARISING DURING THE BID PERIOD IN REGARDS TO THE CONTRACTOR'S FUNCTIONS, THE SCOPE OF WORK, OR ANY OTHER ISSUE RELATED TO THIS PROJECT SHALL BE BROUGHT UP DURING THE BID PERIOD WITH THE PROJECT MANAGER FOR CLARIFICATION, NOT AFTER THE CONTRACT HAS BEEN AWARDED.
11. LOCATION OF EQUIPMENT, CONDUIT AND DEVICES SHOWN ON THE DRAWINGS ARE APPROXIMATE AND SHALL BE COORDINATED WITH FIELD CONDITIONS PRIOR TO POSH-UP.
12. THE CONDUIT RUNS AS SHOWN ON THE PLANS ARE APPROXIMATE. EXACT LOCATION AND ROUTING SHALL BE PER EXISTING FIELD CONDITIONS.
13. PROVIDE PULL BOXES AND JUNCTION BOXES WHERE SHOWN OR REQUIRED BY C.E.C.
14. ALL CONDUITS SHALL BE MET WITH BENDS MADE IN ACCORDANCE WITH CEC TABLE 348-10, NO RIGHT ANGLE BENDS OTHER THAN STANDARD CONDUIT ELBOWS WITH 12" MINIMUM INSIDE SWEEPS FOR ALL CONDUITS 2" OR LARGER.

T-Mobile
8000 West 78th Street, Suite 400
Edina, MN 55439
www.t-mobile.com

ASSOCIATED Engineering Inc.
2705 N. Main Street, Omaha, NE 68102
PH: (402) 288-6940, Fax: (402) 288-6945
A/E INE, Project #5725



PROJECT TITLE:
A1N0019A
ROSEVILLE ONE COMM
2501 FAIRVIEW AVENUE NORTH
ROSEVILLE, MN 55113

REVISIONS			
REV	DATE	DESCRIPTION	APPROV
A	11/01/21	PRELIM DRAWINGS	MS
B	11/11/21	CLIENT COMMENTS	MS
C	11/15/21	FINAL DRAWINGS	MS

SHEET TITLE

GENERAL NOTES

SHEET NUMBER

T-2

SCALE
N.T.S.

1

GENERAL NOTES

13. LOCATION OF ALL OUTLET, BOXES, ETC., AND THE TYPE OF CONNECTION (PLUG OR DIRECT) SHALL BE CONFIRMED WITH THE OWNER'S REPRESENTATIVE PRIOR TO ROUGH-IN.

- | | | | |
|-----|---|--|------------------------|
| (V) | MEASURED DISTANCE | | ELECTRIC BOX |
| (P) | PLATTED DISTANCE | | POWER POLE |
| (R) | RECORDED DISTANCE | | LIGHT POL. IT |
| (D) | DEEDED DISTANCE | | TELEPHONE BOX |
| (C) | CALCULATED DISTANCE | | FIBER OPTICS BOX |
| | FOUND CORNER | | HYDRANT |
| | SET CORNER | | WATER VALVE |
| | BENCH MARK | | WATER METER |
| | SECTION CORNER | | WATER MANHOLE |
| | TREE - DECIDUOUS | | MANHOLE |
| | TREE - CONIFEROUS | | STORM SEWER MANHOLE |
| | IRRIGATION CONTROL VALVE BOX | | SANITARY SEWER MANHOLE |
| | GUY WIRE | | |
| | SIGN | | |
| | FOUND ALUM. CAP WITH
KNOW SIGN (OR AS SHOWN) | | |
| | CENTER LINE | | |
| | BOUNDARY LINE | | |
| | APPARENT PROPERTY LINE | | |
| | EASEMENT LINE | | |
| | LEASE LINE | | |
| | R.O.W. LINE | | |
| | MAJOR CONTOUR LINE | | |
| | MINOR CONTOUR LINE | | |
| | UNDERGROUND POWER | | |
| | UNDERGROUND TELEPHONE | | |
| | WATER LINE | | |
| | STORM SEWER LINE | | |
| | SANITARY SEWER LINE | | |
| | FIBER LINE | | |
| | OVERHEAD POWER | | |
| | OVERHEAD TELEPHONE | | |
| | OVERHEAD CABLE TV | | |
| | FENCE - CHAIN-LINK | | |
| | FENCE - BARBIRE | | |

AB ANCHOR BOLT
ABV ABOVE
ACC ALTERNATING CURRENT
ADD ADDITIONAL
AFF ABOVE FINISHED FLOOR
AFG ABOVE FINISHED GRADE
AC AMPERAGE INTERRUPTION CAPACITY
ALUM ALUMINUM
ALT ALTERNATE
ANT ANTENNA
APPROX APPROXIMATE
ARCH ARCHITECTURAL
ATS AUTOMATIC TRANSFER SWITCH
AWG AMERICAN WIRE GAUGE
BAT BATTERY
BLK BUILDING
BLK BLOCK
BLK BLOCKING
BM BEARING
BTC BARE TINNED COPPER CONDUCTOR
BTR BOTTOM OF FOOTING
CB CABINET
CAN CANISTER
CEC CALIFORNIA ELECTRIC CODE
CHG CHARGING
CLC CALIFORNIA
CLR CLEAR
COL COLUMN
COM COMMON
CON CONCRETE
CONC CONSTRUCTION
DBL DOUBLE
DC DIRECT CURRENT
DEPT DEPARTMENT
DOUGLAS FIR
DPM DIMETER
DIAG DIAGNOSIS
DIM DIAMOND
DND DRAWING
DWL DOWEL
(E) EXISTING
EA EACH
EEL ELECTRICAL CONDUCTOR
EL ELEVATION
ELE ELECTRICAL
ENG ENGINEER
EQ EQUAL
EXP EXPANSION
EXT EXTERIOR
FAB FABRICATION
FF FINISH FLOOR
FG FINISH GRADE
FIF FINISH INTERFACE FRAME
FN FINISHED(ED)
FLR FLOOR
FOUN FOUNDATION
FCR FACE OF CONCRETE
FOM FACE OF MASONRY
FOS FACE OF STUD
FOW FACE OF WALL
FS FINISH SURFACE
FT FOOT
FTC FOOTING
GA GAUGE
GEN GENERATOR
GFCB GROUND FAULT CIRCUIT INTERRUPTER
GLB GLUE LAMINATED BEAM
GNS GROUNDING
GPS GLOBAL POSITIONING SYSTEM
GRD GROUND
GSL GLOBAL SYSTEM FOR MOBILE

HOR HEADER
HOR HANGER
HVAC HEAT/VENTILATION/AIR CONDITIONING
HT HEIGHT
ICR INTERIOR GROUND RING
INCH INCH
INT INTERIOR
LB(S) POUNDS(S)
LNG LINGAR TEST
MAS MASONRY
MAX MAXIMUM
MB MACHINE BOLT
MECH MECHANICAL
MFG MANUFACTURE
MGS MASTER GROUND BAR
MIN MINIMUM
MISC MISCELLANEOUS
MTL METAL
MTS MANUAL TRANSFER SWITCH
MW MICROWAVE
(N) NEW
NAT NATIONAL ELECTRIC CODE
NO.#(N) NUMBER
NPS NET TO SCALE
NCB NUMBER
OPNG OPENING
(P) PROPOSED
P/C PROPOSED CONCRETE
PCS PERSONAL COMMUNICATION SERVICES
PCP PRIMARY CONTROL UNIT
PCRM PRIMARY RADIO CABINET
PP POLYMER PRESERVATION
PSF POUNDS PER SQUARE FOOT
PSI POUNDS PER SQUARE INCH
PT PRESSURE TREATED
PWR POWER CABINET
QTY QUANTITY
RAD RADIUS
REC RECTIFIER
REF REFERENCE
REINF REINFORCEMENT
REQ REQUIRED
REF REMOTE ELECTRIC TILT
RMC RIGID METALLIC TUBING
RNR REMOTE RADIO HEAD
RRR REMOTE RADIO UNIT
RYY RAYON
SCH SCHEDULE
SHT SHEET
SIAD SIAMANT INTEGRATED DEVICE
SIM SIMILAR
SPEC SPECIFICATION
SQ SQUARE
SS STAINLESS STEEL
STD STANDARD
STL STEEL
STRUCT STRUCTURAL
TEMP TEMPORARY
THK THICKNESS
TAM TOWER MOUNTED AMPLIFIER
IN TIE NAIL
TAA TOP OF ANTENNA
TOC TOP OF CURB
TOP TOP OF FOUNDATION
TOP TOP OF PLATE (PARAPET)
TOS TOP OF WALL
TWS TRANSIENT WAVELENGTH SUPPRESSION SYSTEM
TYP TYPICAL
UG UNDERGROUND

T-Mobile
8000 West 78th Street, Suite 400
Edina, MN 55439
www.t-mobile.com

ASSOCIATED
Engineering Inc

2705 N. Mah Street, Omaha, NE 68022
Ph: (402) 289-6040, Fax: (402) 289-6045
AE INC. Project #5725



Tom Madril 11-15-2021
 Tom Madril Date
 MY LICENSE RENEWAL DATE IS JUNE 30, 2022
 HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

PROJECT TITLE:
A1N0019A
ROSEVILLE ONE
COMM
2501 FAIRVIEW AVENUE NORTH
ROSEVILLE, MN 55113

[illegible]

SHEET TITLE

GENERAL NOTES & LEGEND

SHEET NUMBER
T-3

GENERAL NOTES

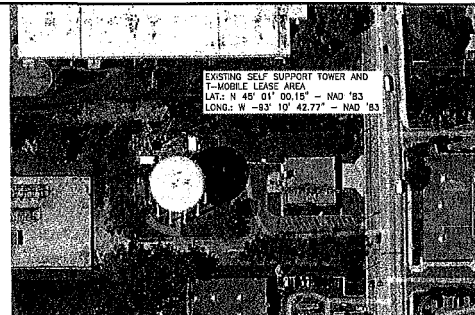
SCALE	1	LEGEND
M.T.B.		

ABBREVIATIONS

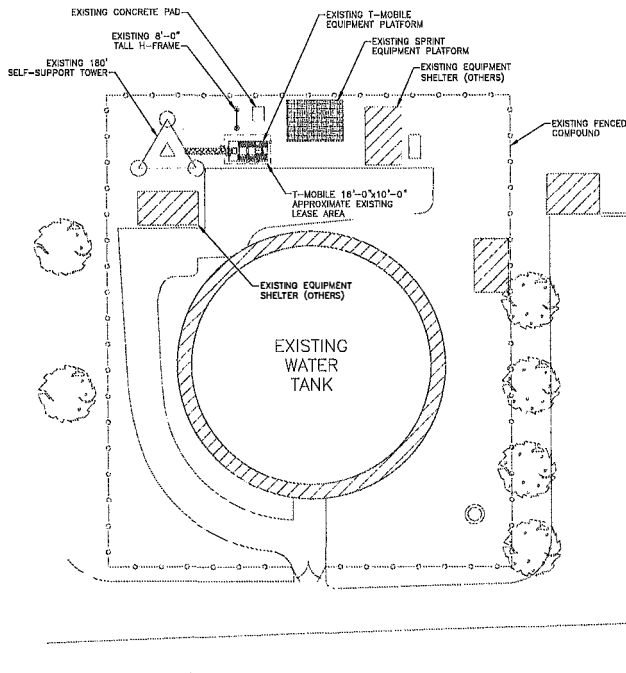
SCALE	3
1/8"	

THIS DRAWING IS NOT
A SITE SURVEY
THE PURPOSE OF THIS DRAWING
IS TO SHOW HOW THE DEVELOPED
SITE RELATES TO THE PARENT PARCEL
AND ADJACENT PROPERTIES.

NOTE:
1. ITEMS NOT DIMENSIONED ARE FOR GRAPHICAL
REPRESENTATION ONLY.
2. DIMENSIONS & OTHER INFO ON THIS DRAWING ARE
DERIVED FROM A SITE WALK PERFORMED BY
ASSOCIATED ENGINEERING.



EXISTING SELF-SUPPORT TOWER AND
T-MOBILE LEASE AREA
LAT: N 45° 01' 00.15" - NAD '83
LONG: W - 93° 10' 42.77" - NAD '83



T-Mobile
8000 West 78th Street, Suite 400
Edina, MN 55438
www.t-mobile.com

**ASSOCIATED
Engineering Inc.**
2705 N. Main Street, Omaha, NE 68102
Ph: (402) 288-6040, Fax: (402) 288-6045
AE ING. Project #5725



Tom Mueller
11-15-2021

I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

PROJECT TITLE:
**A1N0019A
ROSEVILLE ONE
COMM**
2501 FAIRVIEW AVENUE NORTH
ROSEVILLE, MN 55113

REV.	DATE	DESCRIPTION	APP'D
A	11/01/21	PRELIM DRAWINGS	MB
B	11/11/21	CLIENT COMMENTS	MB
C	11/18/21	FINAL DRAWINGS	MB

SHEET TITLE

SITE PLAN

SHEET NUMBER

C-1

EXISTING SITE PLAN

SCALE: 1"=18'-0" (20x30)
(001/22"=1'-0" (11x17))



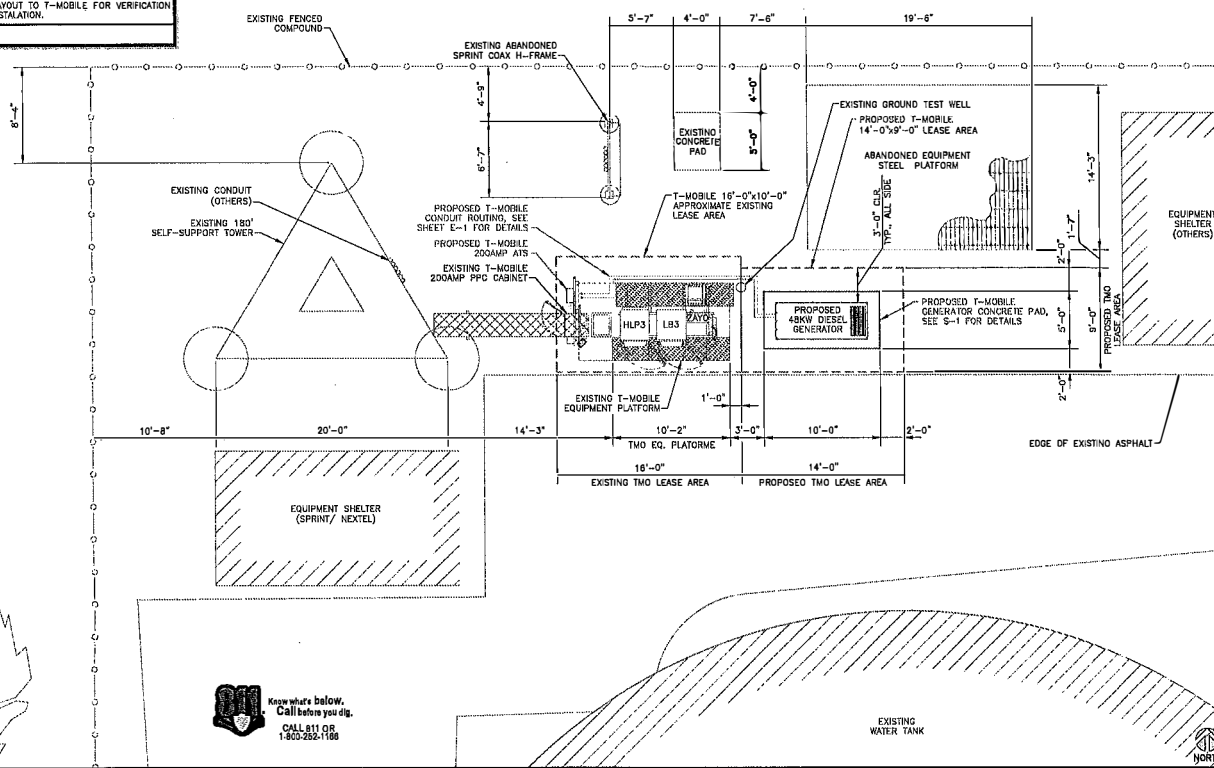
1

- GENERATOR CLEARANCE IS 3' AROUND THE
GENERATOR WITH AN ADDITIONAL 3' CLEARANCE
ON THE RADIATOR SIDE

NOTES

CONSTRUCTOR SHALL PERFORM A ONE CALL
PRIOR TO INSTALLING THE PROPOSED CONDUITS
FROM THE PROPOSED ATS AND THE GENERATOR.
SUPPLY A LAYOUT TO T-MOBILE FOR VERIFICATION
PRIOR TO INSTALLATION.

NOTE:



Know what's below.
Call before you dig
CALL 811 OR
1-800-252-1188

T-Mobile

8000 West 78th Street, Suite 400
Edina, MN 55439
www.t-mobile.com


ASSOCIATED
Engineering Inc

2705 N. Main Street, Omaha, NE 68022
Ph: (402) 269-5040, Fax: (402) 269-5045
AE INC. Projec1 #5725



Tom Madril 11-16-2021
Tom Madril Date
MY LICENSE RENEWAL DATE IS JUNE 30, 2022.
I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

PROJECT TITLE:
A1N0019A

ROSEVILLE ONE
COMM

2501 FAIRVIEW AVENUE NORTH
ROSEVILLE, MN 55113

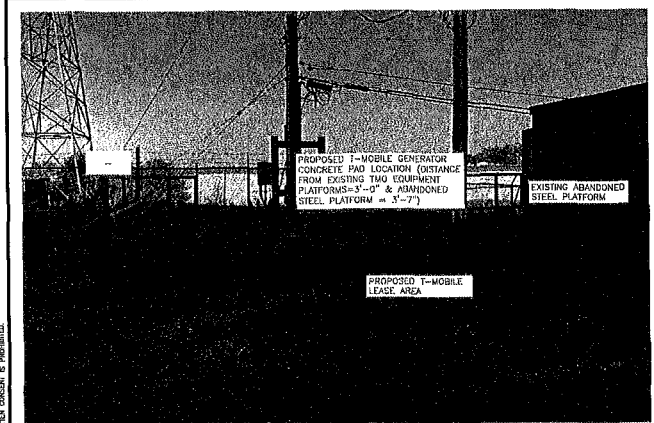
[illegible]

SHEET TITLE

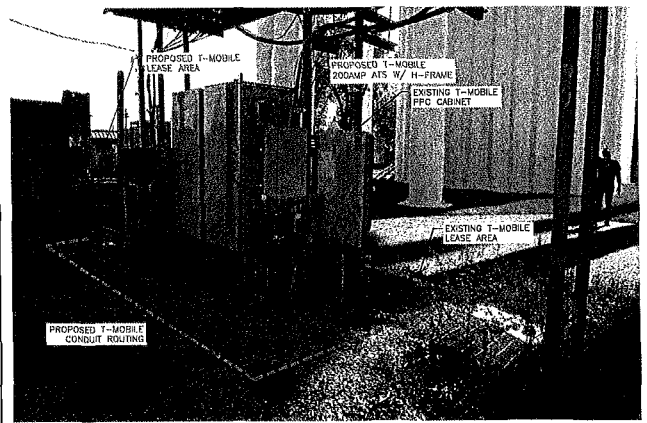
EXISTING
EQUIPMENT
PLATFORM

SHEET NUMBER

C-2



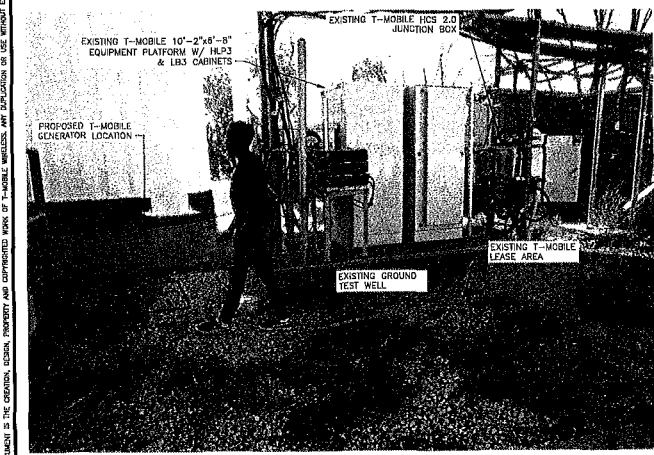
PROPOSED GENERATOR LOCATION



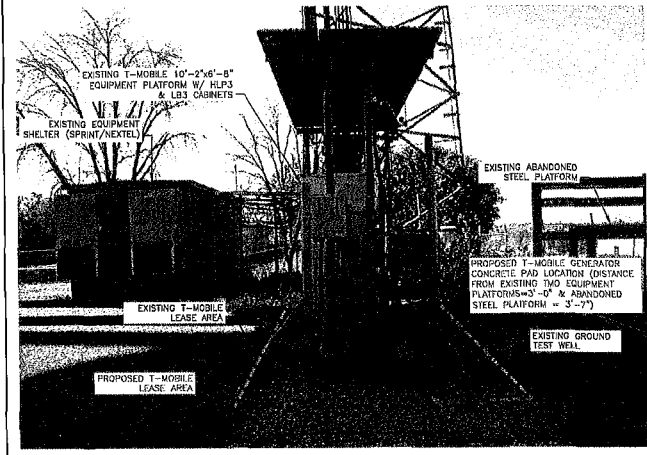
PROPOSED GENERATOR LOCATION

SCALE
N.T.S.

2



PROPOSED GENERATOR LOCATION



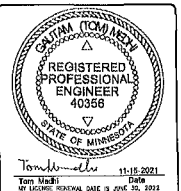
PROPOSED GENERATOR LOCATION

SCALE
N.T.S.

4

T-Mobile
8000 West 78th Street, Suite 400
Edina, MN 55439
www.t-mobile.com

ASSOCIATED Engineering Inc.
2705 N. Main Street, Omaha, NE 68122
Ph: (402) 285-5040, Fax: (402) 285-5045
A/E/ING, Project #5725



Tom Modli
11-15-2021
Date
I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

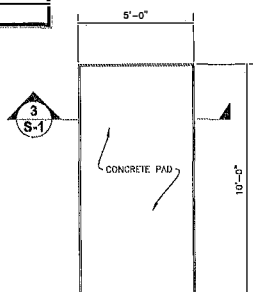
PROJECT TITLE:
A1N0019A
ROSEVILLE ONE COMM
2501 FAIRVIEW AVENUE NORTH
ROSEVILLE, MN 55113

REV.	DATE	DESCRIPTION	APP'D
A	11/01/21	PRELIM DRAWINGS	MS
B	11/11/21	CLIENT COMMENTS	MS
C	11/16/21	FINAL DRAWINGS	MS

SHEET TITLE
SITE PHOTOS

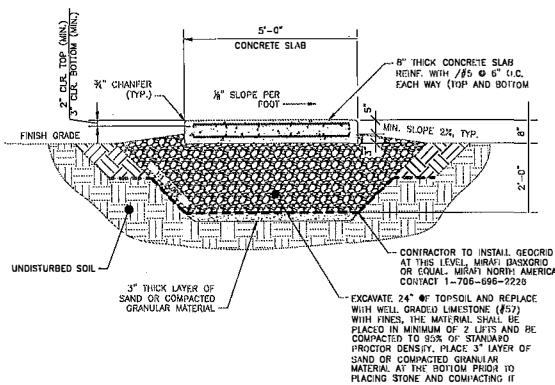
SHEET NUMBER
C-3

CONTRACTOR SHALL FIELD VERIFY GENERATOR MANUFACTURER'S SPECS FOR CONDUIT STUB-UP PRIOR POURING CONCRETE SLAB.



CONCRETE PAD DETAIL - PLAN VIEW

SCALE 1/2"=1'-0" (E2634)
(OR) 1/4"=1'-0" (11117)



CONCRETE PAD DETAIL - ELEVATION VIEW

SCALE 3/4"=1'-0" (E2634)
(OR) 3/8"=1'-0" (11117)

FOUNDATION EXCAVATION:

1. CONTRACTOR SHALL VERIFY ALL CONDITIONS, INCLUDING UNDERGROUND UTILITIES AND FIELD MEASUREMENTS AT JOB SITE AND REPORT ANY DISCREPANCIES TO ENGINEER BEFORE PROCEEDING WITH WORK.
2. DUE CARE SHALL BE EXERCISED DURING EXCAVATION SUCH THAT EXISTING UTILITIES ARE NOT DAMAGED, ANY BROKEN OR DAMAGED UTILITIES SHALL BE REPAIRED OR REPLACED BY THE CONTRACTOR.
3. PLACE BACK FILL AGAINST FOOTINGS AFTER CONCRETE HAS ATTAINED ADEQUATE STRENGTH. THE CONTRACTOR SHALL EXCAVATE TO VIRGIN SOIL UNDER THE NEW LOCATION OF THE NEW FOUNDATION.
4. ALL WATER SHALL BE REMOVED FROM THE BOTTOM OF THE EXCAVATION BEFORE COMPACTING FILL AND PLACING CONCRETE.
5. THE REINFORCED CONCRETE SLAB SHALL BE PLACED ON A 6 MIL THICK POLYETHYLENE VAPOR BARRIER OVER A LAYER OF SAND OR SUB-BASE AS RECOMMENDED BY GEOTECHNICAL REPORT. ALL UNSUITABLE MATERIAL (BRICK FRAGMENTS, ASPHALT, CONCRETE BOULDERS, ETC.) WITHIN THE SLAB AREA AND EXCAVATION SHALL BE REMOVED FROM THE SITE.
6. THE CONTRACTOR SHALL EMPLOY ALL NECESSARY MEASURES TO SAFEGUARD THE STRUCTURAL INTEGRITY OF ADJACENT STRUCTURES DURING EXCAVATION AND CONSTRUCTION OF FOUNDATIONS.
7. ADDITIONAL ENGINEERING REVIEW IS REQUIRED IF THE SHELTER FOUNDATION IS PLACED ON SOIL WITH A BEARING CAPACITY LESS THAN 2000 P.S.F.

REINFORCED CONCRETE:

1. CONCRETE WORK SHALL BE IN ACCORDANCE WITH ACI 301 AND ACI 318 AND THE SPECIFICATION FOR CAST IN PLACE CONCRETE.
 2. ALL CONCRETE SHALL HAVE A MINIMUM OF 28-DAY COMPRESSIVE STRENGTH OF 3,000 PSI.
 3. REBARS SHALL BE DETAIL AND FABRICATED AS PER MANUAL OF STANDARD PRACTICE (ACI 315). ALL REBAR SHALL BE PLACED AT EQUAL SPACING U.N.O.
 4. REINFORCING STEEL TO BE NEW DEFORMED, ASTM A-615 GRADE 60.
 5. THE CONCRETE MIX DESIGN SHALL BE IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS.
 6. ALL CONCRETE FORM WORK SHALL BE IN ACCORDANCE WITH ACI 347-88.
 7. LOCATE ALL SLEEVES, OPENINGS, AND EMBEDDED ITEMS, ETC., AS INDICATED ON THE DRAWINGS. THE CONCRETE CONTRACTOR SHALL CHECK WITH OTHER TRADES TO MAKE SURE THE SLEEVES, OPENINGS, AND EMBEDDED ITEMS THAT ARE TO BE PROVIDED AND SET BY THEM ARE IN PLACE PRIOR TO PLACING OF CONCRETE IN THE AREA INVOLVED.
 8. REBAR SPLICES SHALL COMPLY WITH THE LATEST EDITION OF ACI 318 W/ MIN. OF 42 BAR DIAMETERS.
 9. ALL EXPOSED CONCRETE EDGES SHALL HAVE A 1" X 45° CHAMFER.
 10. COLD WEATHER CONCRETE: COLD WEATHER CONCRETE SHALL COMPLY WITH ACI 308. THE TEMPERATURE OF CONCRETE AT THE TIME OF MIXING SHALL BE NOT LESS THAN INDICATED IN THE FOLLOWING TABLE FOR CORRESPONDING OUTDOOR TEMPERATURE EXISTING AT THE TIME OF PLACEMENT.
- | OUTDOOR TEMPERATURE | CONCRETE TEMPERATURE |
|-----------------------|----------------------|
| BELOW 30°F | 70°F |
| BETWEEN 30°F AND 45°F | 60°F |
| ABOVE 45°F | 45°F |
11. WHEN DEPOSITED, THE TEMPERATURE OF HEATED CONCRETE SHALL NOT BE OVER 80°F.
 12. WHEN FREEZING TEMPERATURES MAY BE EXPECTED DURING CURING PERIODS, SUITABLE MEANS SHALL BE PROVIDED FOR MAINTAINING THE CONCRETE AT TEMPERATURES OF NOT LESS THAN 50°F FOR 5 DAYS OR 70°F FOR 3 DAYS AFTER THE CONCRETE IS PLACED. CONCRETE AND ADJACENT FORM SURFACES SHALL BE KEPT MOIST AT ALL TIMES. SUDDEN COOLING OF CONCRETE WILL NOT BE PERMITTED.

GENERAL NOTES

SCALE N.T.S.

T-Mobile
8000 West 79th Street, Suite 400
Edina, MN 55439
www.t-mobile.com

ASSOCIATED Engineering Inc.
2708 N. Main Street, Omaha, NE 68102
PH: (402) 289-6040, FAX: (402) 289-6048
A/E/INO, Project #5725

REGISTERED PROFESSIONAL ENGINEER
40366
STATE OF MINNESOTA
Tom Maki
11-16-2021
I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A duly LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

PROJECT TITLE:
A1N0019A
ROSEVILLE ONE
COMM
2501 FAIRVIEW AVENUE NORTH
ROSEVILLE, MN 55113

REVISIONS				
REV.	DATE	DESCRIPTION	APP'D	
A	11/01/21	PRELIM DRAWINGS	MS	
B	11/11/21	CLIENT COMMENTS	MS	
D	11/15/21	FINAL DRAWINGS	MS	

SHEET TITLE
CONCRETE PAD
DETAILS

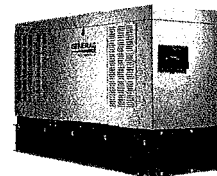
SHEET NUMBER
S-1

THIS DOCUMENT IS THE PROPERTY OF T-MOBILE. IT IS TO BE USED FOR THE PROJECT AND NOT BE REPRODUCED OR COPIED IN ANY MANNER WITHOUT THE WRITTEN CONSENT OF T-MOBILE.

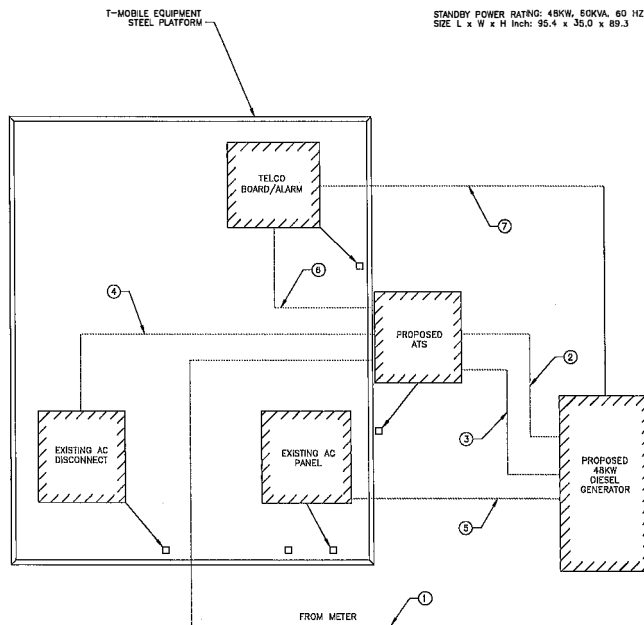
DIAGRAM CIRCUIT SCHEDULE						
NO.	FROM	TO	WIRES	GROUND	CONDUIT SIZE	FUNCTION
1	METER / PRIMARY DISCONNECT	PROPOSED ATS	(3) 3/0	(1) #4	2"	POWER FEED
2	PROPOSED ATS	GENERATOR	(3) 3/0	(1) #10	1"	START CIRCUIT
3	GENERATOR	PROPOSED ATS	(3) 3/0	(1) #4	2"	POWER FEED
4	PROPOSED ATS	SECONDARY DISCONNECT	(3) 3/0	(1) #12 (1) #12	2"	POWER FEED
5	PROPOSED AC PANEL	GENERATOR	(3) 3/0	(1) #4	1"	2-20 AMP CIRCUITS FOR GENERATOR BLOCK METER, BATTERY HEATER & BATTERY CHARGER
6	PROPOSED ATS	EXISTING TELCO / BOARD ALARM	(3) 3/0	N/A	1"	ALARM CABLES FROM ATS. PROVIDE 24" OF SLACK CABLE. FINAL PUNCH DOWN IS BY T-MOBILE TECH. LABEL ALL WIRES
7	GENERATOR	EXISTING TELCO / BOARD ALARM	(3) 3/0	N/A	1"	ALARM CABLES FROM ATS. PROVIDE 24" OF SLACK CABLE. FINAL PUNCH DOWN IS BY T-MOBILE TECH. LABEL ALL WIRES

ALARM WIRE IDENTIFICATION CHART		
NAME	COLOR	DESCRIPTION
N/A	GREEN/WHITE	CRITICAL FAULT
N/A	BLUE/WHITE	FUEL LEAK
N/A	BROWN/WHITE	GENERATOR RUNNING
N/A	GREEN/RED	LOW FUEL
N/A	-	MAJOR FAULT
N/A	BLUE/BLACK	MINOR FAULT (PRE-ALARMS)

NOTE:
1. CONTRACTOR TO LABEL WIRES WITH P-TOUCH OR SIMILAR LABELS ONLY. ABSOLUTELY NO HANDWRITTEN LABELS.
2. CONTRACTOR TO UTILIZE NEXT AVAILABLE IN SEQUENCE SINGLE BREAKER POSITION FOR GENERATOR BATTERY CHARGER, BATTERY HEATER AND BLOCK HEATER.



STANDBY POWER RATING: 48KW, 60KVA, 60 HZ
SIZE L x W x H Inch: 95.4 x 35.0 x 89.3



EQUIPMENT UTILITY PLAN

SCALE
N.T.S.

T-Mobile
8000 West 78th Street, Suite 400
Edina, MN 55439
www.t-mobile.com

ASSOCIATED Engineering Inc.
2708 N. Main Street, Omaha, NE 68102
Ph: (402) 289-5040, Fax: (402) 289-6016
AE INC. Project: 85725



Tom Mueller 11-15-2011
I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

PROJECT TITLE:
A1N0019A
ROSEVILLE ONE COMM
2801 FAIRVIEW AVENUE NORTH
ROSEVILLE, MN 55113

REVISIONS				
REV.	DATE	DESCRIPTION	BY	APP'D
A	11/01/21	PRELIM DRAWINGS	MS	
B	11/11/21	CLIENT COMMENTS	MS	
C	11/15/21	FINAL DRAWINGS	MS	

SHEET TITLE

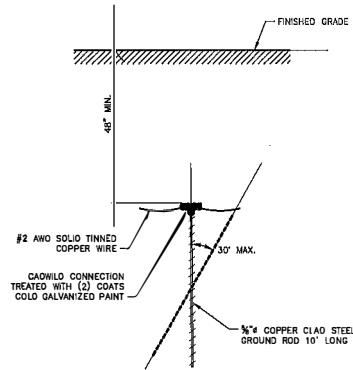
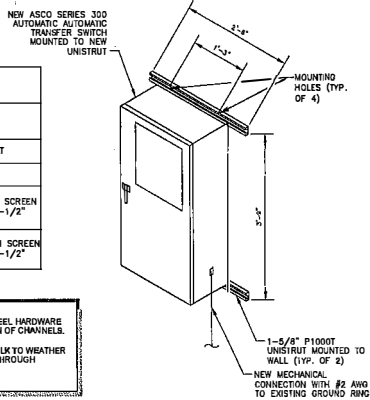
**EQUIPMENT
UTILITY PLAN**

SHEET NUMBER

E-1

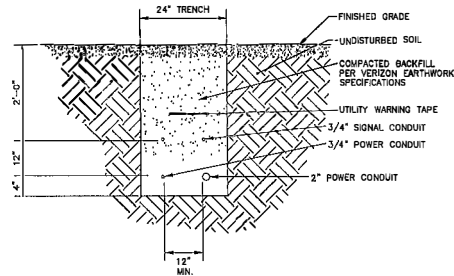
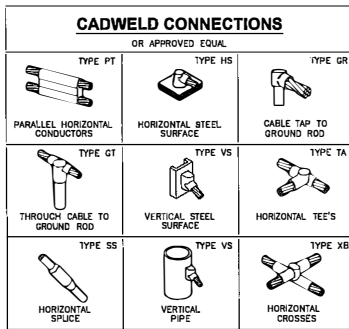
UNISTRUT MOUNTING CHART	
WALL CONSTRUCTION TYPE	USE
HALLOW	3/8" TOGGLE BOLT
HALLOW, AT STUD	3/8" LAG SCREW
CONCRETE BLOCK(HOLLOW)	7/16" HILTI HY-20 WITH SCREEN MINIMUM EMBEDMENT 2-1/2"
CONCRETE (SOLID)	7/16" HILTI HY-150 WITH SCREEN MINIMUM EMBEDMENT 2-1/2"

- NOTE:
1. USE GALVANIZED OR STAINLESS STEEL HARDWARE FOR WALL MOUNT AND CONNECTION OF CHANNELS.
 2. G.C. SHALL USE NON-SHRINKING CAULK TO WEATHER SEAL ALL PENETRATIONS INTO OR THROUGH SHELTER WALL.



INTERSECT ATS MOUNTING DETAIL

1 GROUND ROD DETAILS



CADWELD DETAILS

3 CONDUCTOR BURIAL REQUIREMENTS

T-Mobile
8000 West 78th Street, Suite 400
Edina, MN 55439
www.t-mobile.com

ASSOCIATED Engineering Inc.
2705 N. Main Street, Omaha, NE 68122
Ph: (402) 289-0040, Fax: (402) 289-0046
A/E No. Project #5725



Tom Moebl 11-15-2021
Date
I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

PROJECT TITLED
ATN0019A
ROSEVILLE ONE COMM
2801 FAIRVIEW AVENUE NORTH
ROSEVILLE, MN 55113

REV.	DATE	DESCRIPTION	APP'D
A	11/01/21	PRELIM DRAWINGS	MS
B	11/11/21	CLIENT COMMENTS	MS
D	11/15/21	FINAL DRAWINGS	MS

SHEET TITLE
**EQUIPMENT
UTILITY DETAILS**

SHEET NUMBER

E-2

GENERAC | INDUSTRIAL
822.307.6563

APPLICATION AND ENGINEERING DATA

ENGINE SPECIFICATIONS

General		Cooking System	
Model	Chorus	Cooking System Type	Electric (Induction)
Display #		Fan Type	Top
Type	4-13L	Fan Speed: min	2 (10)
Reciprocating - in ³ /s	3.4 (92.4)	Fan (Reverse - to fan)	22 (50)
Bore - to (in)	3.82 (98)		
Stroke - to (in)	4.65 (119)	Fuel System	
Compression Ratio	18:1	Fuel Type	Ultra-Low Sulfur Diesel Fuel
Aspirator Air Flow	17.6 (496)	Fuel Regulation	ASPM
Display Fuel	Two-Stroke Oil (20%)/Diesel	Fuel Pump Type	Mechanical Fuel Injection Pump
Display Fuel	Can 100 Gall	Injection Type	Direct Fuel
Display Fuel	0.20 L/min		

Engine Numbering

Parameter	Estimate
Frequency (logarithm (Sandy State))	-0.29%

Lubrication System

Oil Pump Type	Gear
Oil Filter Type	Full Flow Spin On Canister
Crane Capacity with Fibersol 40.1	7.5 (7.0)

ALTERNATOR SPECIFICATIONS

General Model	Revenue	Standard Deviation	Likelihood
Prices	Relating	Dynamics	Targets Control
Field Type	Relating	Coupling	Flexibility Note
Insulation Class - Fiber	H	Package Sheet Check Test	Yes
Insulation Class - Other	H	Voltage Regulation Type	Full Output
Total Economic Indication	<0.6	Measure of Standard Deviation	2
Telephone Reliability Factor (RF)	<0.0	Regulatory Accuracy (Policy Note)	±1.0%

GENERAC | **INDUSTRIAL**
POWER

OPERATING DATA

POWER RANGES

Single-Phase 120/180 VAC @ 0.1 pf 48 kHz Standby Amps: 200

MOTOR STARTING CAPACITIES (kVA)

MVA vs. Voltage Dip at 30%	
120/240 V, Single-Phase at 0.4pf	183

FUEL CONSUMPTION RATES^a

Percent Load	Bandwidth (Gbps)
25%	1.35 (5.17)
50%	2.15 (8.14)
75%	3.08 (11.58)
100%	3.88 (15.03)

*Fixed weekly installment based on assumed annual depreciation rates of 100% for all

GROUND

At Flow (Resistor and Attenuator)	100 mV (40 dB)	Standby
Coherent System Capacity	60 dB	2.0 (0.05)
Non-Fluctuation to Coherent	0 dB (40 dB)	125,000 (143.6)
Temperature Deviation	0.5 for every 100 mV above 100 V or 1.5 for every 100 mV over 100 V	
Attitude Deviation	1.5 for every 100 mV above 0.5 or 3.5 for every 100 mV over 3000 V	
Maximum Resistor Displacement	1.5 (0.05)	0.50 (0.12)

COMPUTATION AIR REQUIREMENTS

	Standard
Flow of Steam Power Kilojoules per second	150 (5.26)

EXISTENCE

Standby			Standby		
Rated Engine Speed	rpm	1,800	Exhaust Flow (Rated Output)	m ³ /min (m ³ /hr)	443 (12.7)
horsepower at rated RPM	HP	85	Exhaust Temp (Rated Output - Port Side)	°F (°C)	1120 (611.1)

Finland – Bystrand's views reflect the position of the majority of the population, but do not reflect the views of the minority.
These views are a direct result of the position of the majority of the population, but do not reflect the views of the minority.
Finland – Bystrand's views reflect the position of the majority of the population, but do not reflect the views of the minority.
These views are a direct result of the position of the majority of the population, but do not reflect the views of the minority.

GENERATOR SPECIFICATIONS

T-Mobile
8000 West 78th Street, Suite 400
Edina, MN 55439
www.t-mobile.com


ASSOCIATED
Engineering Inc

2705 N. Main Street, Omaha, NE 68022
Ph: (402) 289-5040, Fax: (402) 289-5045
AE INQ. Project #5725



Tom Medel 11-16-2021

I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM

DULY LICENSED PROFESSIONAL ENGINEER UNDER
THE LAWS OF THE STATE OF MINNESOTA

PROJECT TITLE:
A1N0019A

ROSEVILLE ONE
COMM

2501 FAIRVIEW AVENUE NORTH
ROSEVILLE, MN 55113

REVISIONS			
REV.	DATE	DESCRIPTION	APP.
A	11/01/21	PRELIM DRAWINGS	
B	11/11/21	CLIENT COMMENTS	
C	11/15/21	FINAL DRAWINGS	

SHEET TITLE

GENERATOR SPECIFICATIONS

SHEET NUMBER

E-3

SCALE
N.T.S.

FOURTH AMENDMENT LEASE AGREEMENT

This Fourth Amendment to Lease Agreement (“**Amendment**”) is made effective as of the date last signed below (“**Effective Date**”) by and between T-Mobile Central LLC (“**Lessee**”), and the City of Roseville (“**Lessor**”). Lessor and Lessee are collectively referred to herein as the “**Parties**.”

RECITALS

WHEREAS, Lessor and Lessee (or their predecessors in interest) entered into that certain Lease Agreement dated July 22, 1996, as amended by the First Amendment to Lease Agreement dated October 17, 2014, as further amended by the Second Amendment to Lease Agreement dated June 17, 2021, as further amended by the Third Amendment to Lease Agreement dated September 20, 2022 (collectively, the “**Lease**”), pursuant to which Lessee is leasing space for a telecommunications facility at 2501 Fairview Ave N, Roseville, MN 55113 (as more fully described in the Lease, the “**Premises**”).

NOW THEREFORE, Lessee and Lessor now wish to further amend the Lease as set forth below.

AGREEMENT

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. The foregoing Recitals are expressly made a part of this Amendment and are incorporated herein by this reference. All capitalized terms used but not defined herein shall have the same meaning as in the Lease.
2. The term of the Lease is hereby extended to midnight on January 1, 2030, and Lessee shall have the right to extend this Lease for five (5) additional five-year terms (each, a “**Renewal Term**”), respectively, on the same terms and conditions as set forth in the Lease except as amended. The Lease shall automatically renew for each Renewal Term unless Lessee notifies Lessor, in writing, of Lessee's intention not to renew the Lease at least ninety (90) days prior to the expiration of the immediately preceding Current Term or Renewal Term. As provided in the Lease, Lessee shall remove its equipment, personal property, Antenna Facilities, and other leasehold improvements upon expiration or termination of the Lease, and repair damage to Owner's Property, normal wear and tear and loss by casualty excepted, at Lessee's sole cost and expense.

3. Lessee's insurance obligations under section 15(a) of the Lease, as amended, shall be further amended to require a combined single limit of not less than Two Million Dollars (\$2,000,000.00) per occurrence, subject to a Two Million Dollar (2,000.000.00) aggregate.

4. Each person signing this Amendment on behalf of Lessor or Lessee represents that he or she is duly authorized to sign this Amendment and to bind the party on behalf of which such person is signing. If there is a conflict between the Lease and this Amendment, this Amendment shall prevail.

5. Lessor warrants and represents that the consent or approval of no third party, including, without limitation, a lender, is required with respect to Lessor's execution of this First Amendment, or if any such third party consent or approval is required, Lessor has obtained any and all such consents or approvals.

6. The Lease remains in full force and effect as amended by this Amendment and is hereby ratified and confirmed by the Parties.

7. This Amendment may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute a single instrument. Signed facsimile and electronic copies of this Amendment shall legally bind the parties to the same extent as original documents.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment to be executed by their duly authorized representatives as of the date first written above.

Lessee:

T-M DocuSigned by:
By: Edward Castaneda
Name: Edward Castaneda
Title: Director
Date: 9/4/2025



Lessor:

City of Roseville
By: _____
Name: _____
Title: Mayor
Date: _____
By: _____
Name: _____
Title: City Clerk
Date: _____

FUTURE MEETING AGENDA HIGHLIGHTS

September 22, 2025

October 13, 2025 – City Council Meeting

- Select Construction Manager at Risk for Civic Campus Project
- Receive Street Light Policy Update
- Approve Architect Professional Services Agreement for Civic Campus Project
- Abatement at 949 Brooks Ave.
- Approve Recodification Ordinance

October 20, 2025 – City Council Meeting

- Discuss Close Proximity Excavation Regulations
- Discuss Massage Therapy Regulations (tentative)

October 27, 2025 – City Council Meeting

- Aldine R-O-W

November Meetings

- November 10
- November 24

December Meetings

- December 1
- December 8

			<u>Future Agenda Review - Longer Term Initiatives</u>				8/20/2025
			(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		
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			