



City Council Agenda

Monday, January 26, 2026

6:00 PM

City Council Chambers

In accordance with [Minnesota Statutes §13D.02](#) and City policy, Council and Commission members may attend meetings remotely up to three times per calendar year.

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

- 6:00 p.m. **1. Roll Call**
Voting & Seating Order: Schroeder, Groff, Bauer, Strahan, and Roe
- 6:01 p.m. **2. Pledge of Allegiance**
- 6:02 p.m. **3. Approve Agenda**
- 6:03 p.m. **4. Public Comment**
- 6:13 p.m. **5. Recognitions and Donations**
a. Black History Month Proclamation
b. Optimist Day Proclamation
c. Accept General Donations to the City of Roseville Parks and Recreation
- 6:23 p.m. **6. Items Removed from Consent Agenda**
- 7. Business Items**
- 6:25 p.m. a. Discuss Roseville's 2026 Legislative Priorities
- 8. Council Direction on Councilmember Initiated Agenda Items**
- 6:55 p.m. **9. Approval of City Council Minutes**
a. Approve Minutes from January 5, 2026 City Council Meeting
b. Approve Minutes from January 12, 2026 City Council Meeting
- 7:00 p.m. **10. Approve Consent Agenda**
a. Approval of Payments
b. Approve 1 Temporary Liquor License and 1 Temporary Gambling Permit
c. Approve General Purchases Exceeding \$10,000 or Sale of Surplus Items
d. Receive City Grant Applications Update
e. Approve the renewal of a Short-Term Rental License for 329 South Owasso Blvd
f. Approve the renewal of a Short-Term Rental License for 770 Heinel Drive
g. Approve the renewal of a Short-Term Rental License for 1901 Ryan Avenue
h. Award Willow Pond Environmental Assessment Worksheet (EAW) Project Agreement
i. Adopt a Resolution approving motor vehicle repair as a Conditional Use for Roseville Automotive, 2150 Hamline Avenue
j. Approve Agreement for Financial Personnel Services and Data Center Lease with Metro-INET
k. Accept Donation From Midway Speedskating Club for Travel Expenses for Staff
l. Authorize Staff to Execute a Professional Services Agreement with Toltz, King, Duvall, Anderson, and Associates (TKDA) for the Pathway Feasibility Study of the Right-of-Way at Aldine St.

- 7:05 p.m. **11. Future Agenda Review, Communications, Reports, and Announcements - Council and City Manager**
- a. Monthly Commission Updates
 - b. Future Agenda
- 7:15 p.m. **12. Adjourn**



Black History Month February 2026

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

Whereas: Negro History Week was established in 1926 by Dr. Carter Godwin Woodson as a way to neutralize the deliberate distortion of Black History; and

Whereas: This movement grew over the years to Black History Month to give an objective and scholarly balance in American and World History; and

Whereas: The Month of February was selected as Black History Month because it marks the birth of Frederick Douglas, W.E.B. DuBois, Langston Hughes, and Abraham Lincoln, leaders whose actions greatly impacted the lives of Black Americans; and

Whereas: The contributions African Americans made and continue to make in building our nation's infrastructure and economic strength, as well as to our history, music, arts, national defense from the Revolutionary War to present-day military operations, written words and discoveries, and inventions are often overlooked; and

Whereas: On January 1, 1863, the Emancipation Proclamation set the United States on the path of ending slavery. On August 28, 1963, hundreds of thousands of Americans of all backgrounds joined the March on Washington which was led by Martin Luther King, Jr., Southern Christian Leadership Conference (SCLC), James Framer; Congress of Racial Equality (CORE), John Lewis; Student Nonviolent Coordinating Committee (SNCC), A. Phillip Randolph; Brotherhood of Sleeping Car Porters, Roy Wilkins; National Association for the Advancement of Colored People (NAACP), and Whitney Young, Jr. (National Urban League) in pursuit of jobs, justice and freedom to the Memorial of Abraham Lincoln, the author of the Emancipation Proclamation, in pursuit of freedom and equality for all; and

Whereas: Despite all the progress, the legacy of slavery and segregation still persists in our nation in the forms of Mass Incarceration, the school to prison pipeline, racial profiling, educational inequalities, housing and employment discrimination, racism and bias; and

Whereas: In 2026, Black History Month honors the theme of "A Century of Black History Commemorations" that focuses on the various and profound ways that work and working of all kinds – free and unfree, skilled, and unskilled, vocational and voluntary have shaped our country; and

Whereas: The City of Roseville invites all members of the Roseville Community to renew their commitment to inclusion, racial equality, justice, creating a community where all belong, and to participate in activities designed to advance the cause of freedom and equality for all.

Now, Therefore Be It Resolved that the City Council hereby declare February 2026 to be Black History Month in the City of Roseville, County of Ramsey, State of Minnesota, U.S.A.

In Witness whereof, I have hereunto set my hand and caused the Seal of the City of Roseville be affixed this 26th day of January, 2026.

Mayor Daniel J. Roe



Optimist Day February 5, 2026

Whereas: Volunteers working with young people who are our joy of today and are our hope for tomorrow, are exuberant representatives of the potential to be reached and dreams to come true. They are also unbounded in their enthusiasm to use their own talent, skills, and hard work to make a difference in others' lives, and;

Whereas: Members of Optimist International will celebrate OPTIMIST DAY throughout the world the first Thursday of every February to promote their efforts in helping and recognizing the young people that make a difference in their communities and who will encourage a greater exchange of ideas between young people and adults, and;

Whereas: There are 2400 Optimist Clubs, with more than 70,000 Members, among Optimist International and Optimist members throughout the world that carry out more than 6500 service projects that serve six million young people a year;

NOW THEREFORE BE IT RESOLVED that the Roseville City Council recognizes Thursday February 5, 2026 as Optimist Day in the City of Roseville. May this day instill pride in our city's Optimists for all of their accomplishments and for the impact they have to truly make a difference in others' lives.

In Witness whereof, I have hereunto set my hand and caused the Seal of the City of Roseville be affixed this 26th day of January, 2026.

Mayor Daniel J. Roe

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1/26/2026

Item No.: 5.c.

Department Approval



City Manager Approval



Item Description: Accept General Donations to the City of Roseville Parks and Recreation

Background

Over the years the City of Roseville has received many donations from citizens and program participants. These gifts have been in the form of both materials and monies. When staff is notified of a potential donation, they first make a determination of whether to recommend acceptance based on the suitability of the item for the city. An acceptance request is then forwarded to the City Council.

Below is a list of recent donations to Parks and Recreation that should be accepted and recognized. The total value to the city is \$29,081.18.

Donor	Item	Value
Roseville Area Youth Hockey Association	Monetary - Skating Center Sound System	\$1,200
RAHS Boys and Girls Booster Clubs	Monetary - Skating Center Sound System	\$1,200
Roseville Figure Skating Club	Monetary - Skating Center Sound System	\$1,200
John Robertson-Smith	Items - Building Sign	\$100
John Robertson-Smith	Items - Furniture for lower level classroom	\$367
Anonymous	Monetary	\$20
Bdale Club	Monetary - Lower Villa Playground	\$5,000
Stephen Maguire	Monetary - Marilyn Maguire Memorial	\$150
Cindy Anderson	Monetary - Marilyn Maguire Memorial	\$100
Mairs & Power	Monetary - Paul W. Warner Memorial	\$150
Gilbert & Janelle Lande	Monetary - In memory of Donald Glende	\$25
Donald & Carolyn Weber	Monetary - In memory of Donald Glende	\$50

Kirsten & Michael Head	Monetary - In memory of Donald Glende	\$25
Joseph & Julie Koegel	Monetary - In memory of Donald Glende	\$100
Robert & Kimberly Schroeder	Monetary - In memory of Donald Glende	\$100
Richard and Lorraine Silver	Monetary - In memory of Donald Glende	\$50
Lewis & Barbara Gramer	Monetary - In memory of Donald Glende	\$50
Friends of Roseville Parks (FORParks)	Monetary - Puppet Wagon	\$14,394.18
Friends of Roseville Parks (FORParks)	Monetary - Blooming Boulevard Park Flowers	\$4,500
Lynette Virnig	Items - In Memory of Husband/Family - Three sets of golf clubs and accessories	\$300
	TOTAL:	\$29,081.18

Policy Objectives

The following is the City of Roseville's policy regarding the acceptance of donations:

- Minnesota Statute requires all donations to be officially accepted by the City Council.
- The staff will not solicit donations.

Donors have been informed that no conditions or promises of future favorable city action on their behalf may be attached to the gift.

Equity Impact Summary

There is no direct equity impact of this item.

Budget Implications

Donations help support projects and programs, either by improving what can be done with budgeted City funds or reducing the expended levy impacted.

Staff Recommendations

Staff recommends acceptance and recognition of these donations.

Requested Council Action

Motion authorizing acceptance of the enclosed donations.

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

Attachments: 1. Donations Resolution- - 1.26.26

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 26th day of January 2026, at 6:00
9 p.m.

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

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

16
17 **RESOLUTION No.**

18
19 Resolution Accepting Donations
20

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

26 WHEREAS, the below individuals or groups have offered to donate to the City funds or
27 products in the amount of \$29,081.18 for various Roseville Parks and Recreation programs,
28 functions and events; and
29

30 WHEREAS, the above-referenced donations have no further conditions on their
31 acceptance; and
32

33 WHEREAS, the donations are contributed to the City for the benefit of its residents and
34 public recreational services; and.

35
36 WHEREAS, the Roseville City Council finds that it is appropriate to accept the donations
37 offered
38

39 NOW, THEREFORE, BE IT RESOLVED; that the Roseville City Council, on behalf of the
40 City of Roseville, Minnesota, hereby accepts the gift of the donations described herein.
41

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

45 and the following voted against the same: .

47 WHEREUPON said resolution was declared duly passed and adopted.

Donor	Item	Value
Roseville Area Youth Hockey Association	Monetary - Skating Center Sound System	\$1,200
RAHS Boys and Girls Booster Clubs	Monetary - Skating Center Sound System	\$1,200
Roseville Figure Skating Club	Monetary - Skating Center Sound System	\$1,200
John Robertson-Smith	Items - Building Sign	\$100
John Robertson-Smith	Items - Furniture for lower-level classroom	\$367
Anonymous	Monetary	\$20
Bdale Club	Monetary - Lower Villa Playground	\$5,000
Stephen Maguire	Monetary - Marilyn Maguire Memorial	\$150
Cindy Anderson	Monetary - Marilyn Maguire Memorial	\$100
Mairs & Power	Monetary - Paul W. Warner Memorial	\$150
Gilbert & Janelle Lande	Monetary - In memory of Donald Glende	\$25
Donald & Carolyn Weber	Monetary - In memory of Donald Glende	\$50
Kirsten & Michael Head	Monetary - In memory of Donald Glende	\$25
Joseph & Julie Koegel	Monetary - In memory of Donald Glende	\$100
Robert & Kimberly Schroeder	Monetary - In memory of Donald Glende	\$100
Richard and Lorraine Silver	Monetary - In memory of Donald Glende	\$50
Lewis & Barbara Gramer	Monetary - In memory of Donald Glende	\$50
Friends of Roseville Parks (FORParks)	Monetary - Puppet Wagon	\$14,394.18
Friends of Roseville Parks (FORParks)	Monetary - Blooming Boulevard Park Flowers	\$4,500
Lynette Virnig	Items - In Memory of Husband/Family - Three sets of golf clubs and accessories	\$300

TOTAL:		\$29,081.18
---------------	--	--------------------

52 STATE OF MINNESOTA)
53) SS
54 COUNTY OF RAMSEY)

57 I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of
58 Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and
59 foregoing extract of minutes of a regular meeting of said City Council held on the day of,
60 , 20 with the original thereof on file in my office.

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

66 SEAL

67

68

69

Patrick J. Trudgeon, City Manager

REQUEST FOR COUNCIL ACTION

Date: 1/26/2026

Item No.: 7.a.

Department Approval

City Manager Approval



Item Description: Discuss Roseville's 2026 Legislative Priorities

Background

At the January 5, 2026 meeting, the City Council reviewed the adopted 2025 Legislative Priorities in anticipation of creating the City's 2026 Legislative Priorities. Based on that discussion, the City Council directed staff to adjust the Legislative Priorities as follows:

Retain the following priorities as part of the 2026 Legislative Priorities

High Priority Items (Items that the City of Roseville will directly advocate for passage by the Legislature)

- Seek financial support for capital improvements for the state and regional asset of the Guidant John Rose Minnesota OVAL and support facilities through the State Bonding Bill
- Allow local units of government to designate which licensed ambulance service provider may serve their community and to determine the appropriate level of service and response times
- Enact statewide Licensing of Massage Therapists
- Modify existing state law regarding park dedication to allow for collection of park dedication fees on new development without the requirement that the land must be subdivided

Other Priorities (Items the City of Roseville supports but will let other organizations directly advocate for passage by the Legislature)

- Creation of sustainable alternative funding sources for Cable Commissions
- Allow for the use of city websites or other technology-based methods for official notices
- Implement Police Officer arbitration reform
- Support legislative efforts to require the Department of Labor and Industry to adopt an advanced energy standard as part of the State Building Code and other legislative efforts to support zoning and financial incentives at the local level to encourage sustainable building design, construction, and operation strategies that aim to lower overall greenhouse gas emissions
- Continued funding to local governments to address emerald ash borer
- Continued funding for mental health services and resources for public safety

Add the following items for the 2026 Legislative Priorities

- Support the continuation of local decision-making authority over zoning, land-use, and affordable housing issues and opposes one-size-fits-all zoning, land use, and affordable housing frameworks imposed on cities through legislation (High Priority)
- Reestablishment of the Local Cannabis Aid Account to provide ongoing funding to cities to assist with costs related to the local implementation of legal adult-use cannabis (Other Priorities)
- State funding to help state and local law enforcement agencies prevent and respond to street racing and carjackings (Other Priorities)

36 Discuss the following items for the 2026 Legislative Priorities

- 37 • Creation of sustainable alternative funding sources for Cable Commissions (*Broadband*
38 *Franchise Fees*)
39 • Amend State Building Code Chapter 1306 to Allow Municipalities to Require Sprinkler Systems
40 in R-2 (Multi-Family) Occupancy Group

41 Remove the following items for the 2026 Legislative Priorities

- 42 • Creation of EDA powers for Ramsey County
43 • Without limitation, amend state law to provide for the opportunity for city officials, City Council
44 members, and City Commission members to participate virtually at city meetings from a remote
45 location without having to open the remote location to the public as long as at least one publicly
46 accessible location is offered

47 Regarding alternative funding sources for cable commissions, Attorney Mike Bradley has provided
48 information about broadband franchising generally and how it was implemented in Woodbury. Due to
49 scheduling conflicts, Mr. Bradley cannot attend the January 26 meeting, but could attend a future
50 meeting.

51
52 Regarding requiring sprinkling in multi-family buildings, Fire Chief Brosnahan has prepared a memo with
53 background information and a request to keep it as as legislative priority.

54
55 As a result of City Council discussion at the Special City Council meeting on January 22, staff has
56 drafted a legislative priority related to asking Governor Walz to issue an Executive Order to institute a
57 temporary moratorium on evictions. The draft priority reads as follows:

58
59 *Support the issuance of an Executive Order by the Governor allowing for a temporary eviction*
60 *moratorium to protect residents and business harmed by the federal government's Operation Metro*
61 *Surge immigration enforcement efforts to ensure that families can maintain housing stability and support*
62 *small business operational continuity.*

63
64 Staff has drafted a resolution asking for a temporary eviction moratorium and a letter to the Governor for
65 the City Council to consider approving.

66
67 Based on the City Council discussion, staff will bring back the legislative priorities for adoption at the
68 February 9 City Council meeting. The 2026 legislative session will run from February 17 to May 28,
69 2026.

70
71 **Policy Objectives**

72 Advocating for Roseville's Legislative Priorities will provide a voice to the Minnesota Legislature and
73 Governor on items and issues that are important to the community and city operations.

74
75 **Equity Impact Summary**

76 While the equity toolkit was not utilized to analyze the impact of the Legislative Priorities, it is important to
77 acknowledge that each priority may have equity impacts. As the City's legislative policies are mostly
78 centered around state laws and policies, a broader state-wide equity lens is needed to ensure that racial
79 equity disparities are addressed. As the Legislature considers the City's legislative priorities, the City will
80 advocate that racial equity impacts are considered in the drafting and consideration of the legislation.

81
82 **Budget Implications**

83 Not directly applicable to the Legislative Priorities. However individual items may have a cost impact to
84 the City, either negatively or positively, depending on the topic and outcome.

86
87
88
89
90
91
92
93
94

87
88
89

90
91
92
93
94

91
92
93
94

94

95



MEMORANDUM

To: North Suburban Communications Commission
From: Michael R. Bradley
Re: Broadband Franchising
Date: October 29, 2025

Franchise Basics

In simple terms, a franchise is an authorization from a local government entity to a company to use the public rights-of-way to provide services to area residents.

Benefits of Franchising

There are many proven benefits of franchising, such as build-out requirements, customer service standards, compliance with the City's right-of-way standards, the payment of franchise fees, and the provision of other public benefits.

Franchising Authority in this Area

The North Suburban Communications Commission has been delegated the authority to negotiate and manage the cable communications systems on behalf of its member cities. The Commission has administered the franchises for the area for 40+ years.

Broadband is Not a Telecommunications Service

Earlier this year, the U.S. Court of Appeals in a Hobbs Act review of an FCC Order held that broadband is not a telecommunications service. *Ohio Telecom Ass'n v. FCC (In re MCP No. 185)*, 124 F.4th 993 (6th Cir. 2025). This decision has caused cities in Minnesota to reevaluate where broadband-only providers fall under state law. Since broadband is not a telecommunications service under federal law, it is similarly not likely to be under state law. Instead, it is more likely that a broadband system is a "cable communications system." A "cable communications system" is a system that provides "*data, or communications content service*." See Minn. Stat. § 238.02, Subd. 3 and 31. This definition is much broader than a cable television system or "cable system" as that term is defined in federal law. See, e.g. *WH Link, LLC v. City of Otsego*, 664 N.W.2d 390 (Minn. Ct. App. 2003) (OVS provider using internet protocol is a cable communications system). If the City determines that a permit applicant is constructing a cable communications system, it could instruct the applicant to obtain a franchise from the Commission as a prerequisite to issuing permits.

Minnesota's First Broadband Franchise

A similar commission just negotiated and executed the first broadband franchise in the state for the City of Woodbury area. Additional information and links can be found [here](#). More information on the benefits of local franchising can be found [here](#). We would be happy to review this further with any of the Commission's Member Cities and their respective city attorneys.

Bradley Werner, LLC



Minneapolis/St. Paul

(651) 379-0900

Chicago

(847) 510-5999

Attorneys ▾

Practice Areas ▾

Contact

Blog



First Broadband Franchise Ushers in a New Era in Franchising

Sep 29, 2025 — by Michael Bradley in Broadband, Municipal

Summary

The South Washington County Telecommunications Commission adopted the first broadband franchise in Minnesota. A broadband franchise is vastly superior to mere permitting. A broadband franchise, unlike a permit, addresses multiple issues that benefit residents and consumers, such as buildout standards, customer service standards, senior and disabled person discounts, system performance standards, consideration for use of public property, and many other public benefits.

The [South Washington County Telecommunications Commission](#) (SWCTC) has adopted the first [local broadband franchise agreement](#) in Minnesota. The agreement with [Intrepid Fiber Networks](#) was approved at the SWCTC [meeting on September 25, 2025](#). This is the future of franchising and communications. It secures future-proof digital infrastructure for the [City of Woodbury](#) area.

The franchise grants Intrepid the privilege to construct an open access Fiber-to-the-Home (FTTH) cable communications system in the City of Woodbury. This franchise marks a new era in franchising for local governments in Minnesota. SWCTC showed how local governments can protect the public rights-of-way, while securing important protections for its residents.

I. Franchising Superior to Permitting

Franchising is fundamentally different from standard right-of-way permitting. While permitting generally dictates how a construction project is executed (e.g., pavement repair, traffic control), franchising provides a formal, binding contract that guarantees specific public benefits in exchange for the use of public real estate.

The SWCTC's track record of protecting area residents, spanning four decades, is proof of the effectiveness of local franchising. The SWCTC's long-time attorney, Mike Bradley of Bradley Werner, LLC, detailed the Commission's history of success:

"For over 40 years this commission has franchised cable communication systems on behalf of its member cities and their residents."

The first franchise granted by the SWCTC was in 1983. Bradley then summarized the overwhelming success of this approach:

"Through franchising, the Commission oversaw a company with initially no presence in the public right of way and no customers, and we saw that company start up and ultimately become the most robust cable communication system in the area."

Franchising by the SWCTC has also resulted in many tangible benefits benefiting residents. The success of local franchising should come as no surprise. It was a predicted outcome when the legislature decided cable communications systems should be regulated at the local level, moving away from state regulation of legacy phone systems. Bradley explained, that through local franchising:

"This Commission has made certain of many things that benefit residents, including having all residents having service, having buildout obligations, making sure all residents were covered, making sure the communication system was upgraded to meet community needs, enforcing customer service standards... and, we shouldn't forget, also developing a robust community media center in what is now TrueLens Community Media."

In short, franchising ensures that local governments retain the authority to hold providers accountable for key community objectives. This power is lost under mere permitting.

II. Summary of the SWCTC Broadband Franchise

The franchise granted to Intrepid Fiber Networks is a modern model for local governments authorizing open-access fiber optic cable communications systems in their jurisdictions. Key provisions secured by the SWCTC on behalf of its member city include:

Not Exclusive. The SWCTC is allowed to franchise other broadband providers serving its member cities.

Equal Access to Broadband. The franchise mandates that Intrepid provide equal access to broadband to all residents. This ensures the same quality of service to all homes and businesses in the franchise area.

Open Access System. Intrepid will build the network as a wholesale provider. Other franchised retail service providers will operate on this single, robust network, fostering competition in services and pricing for residents.

Authorization for Open Access Service Providers. All open access service providers using the Intrepid system will be allowed to sign on to this master franchise by signing a Joinder Agreement. This will allow users of the system to sign the Joinder Agreement and start providing service immediately.

Buildout Obligation. Intrepid must essentially complete construction of the entire city over a 5-year period. They must also ensure access across the entire jurisdiction.

Financial Consideration. Intrepid has agreed to pay a 5% gross revenue fee. This payment is for the privilege to use the public rights-of-way. It secures a long-term revenue source for the community.

Public Benefits & Protections. The agreement secures commitments for free or discounted broadband services for government facilities. It ensures the provision of dark fiber under certain conditions. It also includes a provision for a discount of no less than 10% for seniors and disabled persons.

III. Prompt Action by the Commission

Crucially, the SWCTC demonstrated that local franchising is an expeditious process. The SWCTC moved rapidly to review the franchise application, hold a public hearing, and negotiate and approve the agreement. When an applicant is serious about serving a community, local franchising does not create any unnecessary delay.

The Commission acted to approve the franchise just **59 days** from the date they received Intrepid's application. Franchise negotiations themselves were completed in **less than three weeks**. Bradley addressed critics of local regulation directly, stating:

"Any suggestion that local government is a barrier to entry is not based in reality. This commission acted, and acted very timely."

The SWCTC's successful and prompt process ensures that a local body of government will be "looking out for our interests." It protects residents' rights and ensures all residents have equal access to broadband.

Bradley Werner, LLC

[Michael Bradley](#) and [Nancy Werner](#) are nationally recognized and respected local government attorneys. Our firm is dedicated to representing local governments on [broadband](#), cable, telecommunications, utilities, and right-of-way management issues. We have decades of experience representing municipalities on communications and utilities matters.

← [Previous: Assistance Available to Access Broadband and Phone Services](#)

Search Our Prior Blog Posts

Search by Category

Subscribe

Subscribe to get our the latest blog posts in your inbox.

[Subscribe](#)

Minneapolis/St. Paul

Office and Mailing Address

2145 Woodlane Drive, Suite 106
Woodbury, MN 55125
(651) 379-0900



Chicago

Mailing Address

1101 Davis Street #1822
Evanston, IL 60204
(847) 510-5999

This is the Way: Equal Access to Broadband Through Municipal Franchising

MICHAEL R. BRADLEY, *Partner, Bradley Werner, LLC, Minneapolis, Minnesota*



The goal of equal access to broadband is not controversial or partisan. Most agree that citizens should have equal access to the same quality of service to broadband; that broadband networks should be built out to serve all citizens over a reasonable time; that there should be reasonable customer service and consumer privacy protections; and price protections.¹ The importance of ensuring equal access to broadband is particularly relevant today as federal and state governments are making historic public grants to improve broadband networks throughout the country.²

Surprisingly, despite historically high public investments, there remain no long-term guardrails to ensure residents receive equal access to the same quality of service, pricing, and consumer protections. While the FCC enacted digital discrimination regulations,³ the FCC likely lacks express authority to implement additional broadband rules.⁴ In an effort to presumptively assert additional regulatory authority over broadband, the FCC reclassified broadband earlier this year.⁵ While this reclassification would have arguably allowed the FCC to develop additional broadband rules, the Sixth Circuit stayed the reclassification, which forecasts the reclassification will likely fail.

Regardless of the outcome of the appeal, local governments are in the best position to ensure equal access to broadband through franchising. If available, local governments must use their existing home rule or statutory authority to franchise broadband.⁶ If necessary, state laws must be amended to clarify municipal authority to

franchise. Broadband is the future of municipal franchising. Local franchising is the way to ensure equal access to broadband.

A Valuable Special Privilege

Generally, a city has the sovereign power delegated by state law to grant a franchise to convey a highly valuable special privilege to corporations to use the scarce public right-of-way to deliver services to a city's residents.⁷ A franchise is a special privilege that allows a franchisee to profit from the use of the public right-of-way in a manner not generally available to the public as a common right.⁸ Without question, broadband providers must have this privilege in order to access the public right-of-way to cost effectively (and profitably) deliver services. Franchisees, in return for this valuable special privilege, pay franchise fees, which is essentially the rent for the use and occupation of the public property.⁹ While organizations like the Free State Foundation suggest that fees are the only policy benefit of franchising,¹⁰

they ignore the value of the privilege to use public rights-of-way¹¹ or how local governments require franchisees to comply with requirements benefiting citizens, as discussed in detail below.

Source of Municipal Franchise Authority

The source of local franchising authority arises from a number of sources including, but not limited to, state law,¹² state constitutions,¹³ municipal charters,¹⁴ and state common law, including state statutory and common law recognition of local authority to manage the public rights-of-way. Local franchising is a sovereign power that resides in the states and is not derived from federal law, including the Communications Act.¹⁵ To the extent the Communications Act does not lawfully restrict or address a particular service, a local government may regulate the service as state law provides.¹⁶ To that end, courts recognize that the Communications Act creates a dual federal-state regulatory structure.¹⁷ Today, broadband is classified under federal law as a Title I information service.¹⁸ Title I does not preempt local franchising of broadband,¹⁹ just as it did not preempt local franchising of cable service when cable service was an information service prior to the passage of the federal Cable Act.²⁰

Earlier in the year, when attempting to reclassify broadband, the FCC once again recognized the dual federal-state regulatory system over communications networks and made it clear that

it would not preempt franchising even if broadband was reclassified to a Title II telecommunications service.²¹ The order states:

We decline requests to categorically preempt all state or local regulation affecting [broadband internet access service] in the absence of any specific determination that such regulation interferes with our exercise of federal regulatory authority. The [Communications] Act establishes a dual federal–state regulatory system in which the federal government and the states may exercise concurrent regulatory authority over communications networks.²²

Additionally, the FCC affirmed other roles typically included in franchises by local governments regardless of the federal reclassification of broadband, such as:²³

- “[G]enerally policing such matters as fraud, taxation, and general commercial dealings.”
- “[P]rotecting consumers from fraud, enforcing fair business practices, for example, in advertising and billing, and generally responding to consumer inquiries and complaints.”
- State Consumer Protection Laws, such as the California Internet Consumer Protection and Network Neutrality Act of 2018.
- Promoting Broadband Affordability Programs.²⁴

Municipal Franchising Success Story

Cities have a long history of protecting citizens through franchising. Through cable franchising, for example, cities have ensured that their residents are served by the cable system over a reasonable period of time with the same quality of service and pricing.²⁵ When necessary, municipal franchising authorities have required cable system upgrades, which resulted in superior broadband offerings compared to phone companies.²⁶ Cable franchises

also have customer service protections and provided for public benefits such as public, educational, and governmental (PEG) access channels. Local cable franchising has undeniably been effective in ensuring universal access, universal pricing, area-wide buildout, and upgrades.²⁷ As local governments explained to the FCC recently:²⁸

For decades, local governments have protected the public interest through franchises and other rights-of-way management tools.²⁹ In the cable franchise context, local governments have required every cable operator to construct its cable system to serve everyone in the municipality, and, later, required system upgrades to ensure the cable system provided an appropriate level of service.³⁰ Local governments have, as required in the 1984 Cable Act, prohibited cable operators from redlining lower income communities.³¹ They have also included important public benefits, such as public, educational and government (PEG) access programming in local franchises to ensure access to local news, information, public meetings, high school sports and events, and more.³²

National and regional organizations agree that municipalities should be a part of the solution to ensuring equal access to broadband. As the League of Minnesota Cities explained in its Digital Discrimination Comments:

Local governments are in the best position to recognize and respond to the needs of their residents. It is simply not possible for the federal government to create a “one size fits all” plan that will ensure efficient access to broadband across the entire country or to prevent or eliminate digital discrimination.”³³

The National League of Cities echoed those comments stating, “Local government, as the level of government

closest to the consumer, is in the best position to identify potential or actual digital discrimination and should take a leading role in preventing and addressing it.”³⁴

The effectiveness of franchising authority has been supported by the FCC in two recent orders. In its Digital Discrimination Order, the FCC adopted the recommendations of the Communications Equity and Diversity Council (“CEDC”), which acknowledged the importance of local franchising.³⁵ The CEDC Recommendations and Best Practices recognized the long-standing efforts of local governments to promote nondiscriminatory access to communications services through franchises and rights-of-way management.³⁶

Continued on page 8



Michael R. Bradley is a partner in the Municipal Telecommunications firm Bradley Werner, LLC. Mike has spent nearly his entire 30-plus year career representing local governments on a wide variety of telecommunications and franchising issues. Mike successfully defended the right of cities to receive cable franchise fees in Oklahoma and also litigated in federal court whether revenues from the provision of internet service should be included in cable franchise fees. He is one of a handful of attorneys in the country that has represented local government clients in the formal cable franchise renewal process. Mike and his firm represented municipal clients in all three FCC Section 621 cable franchising proceedings from 2006 to present, including the recent litigation before the Sixth Circuit. He has also filed in the FCC Digital Discrimination and Cable Pricing dockets. He has drafted and testified on communications legislation in multiple jurisdictions, including the Minnesota Equal Access to Broadband Act in 2024, and is a long-time officer, including past Chair, of the Minnesota State Bar Association's Communications Law Section. Early in his career, he assisted the City of St. Paul in obtaining public funding for a new hockey arena and bringing the NHL back to the State of Hockey. Mike is a graduate of Hamline University School of Law (J.D.) and the University of Minnesota (B.A.) and is admitted to practice before multiple state and federal courts, including the United States Supreme Court.

Broadband *cont'd from page 7***Broadband Franchising Results in Equal Access to Broadband**

Plain and simple, local franchising has a history of success and should be used to ensure equal access to broadband. The following is a sampling of the issues that franchising can address.

Long-Term Protection.

Updating state laws to clearly authorize broadband franchising is particularly important now, as states across the country are about to distribute over \$42 billion in federal grants to broadband companies over the next two years.³⁷ Additionally, the broadband industry is seeking additional public benefits, such as sales tax exemptions for purchasing broadband facilities and government subsidies to serve low-income families.³⁸ Current federal and state programs do not address the long-term interests of residents, which is somewhat shocking considering the hundreds of millions of public dollars being given to the broadband industry. Franchising provides long-term protection.

Equitable Buildout.

Broadband franchising will allow local governments to require reasonable build-out schedules to ensure all residents are served with the same quality of services. The effectiveness of local cable franchising buildout is undeniable. Compare the availability of a standard quality of service throughout the country and it will consistently show the local cable system outperforms the local telephone company. Local governments have required every cable operator to construct its cable system to serve everyone in the municipality, and, later, required system upgrades to ensure the cable system provided an appropriate level of service.³⁹ Additionally, local governments have, as required in the 1984 Cable Act, prohibited cable operators from redlining lower income communities.⁴⁰

Minnesota cities saw this firsthand when granting cable franchises to the local ILEC (incumbent local exchange carrier) phone company. According to the ILEC, to provide cable service to a household, the ILEC needed to be capable of providing a certain minimum broadband download speed. In reviewing build-out data from the ILEC, it became immediately apparent that, unlike the traditional franchised cable operator, the ILEC had an inconsistent, non-universal, quality of broadband service when compared to the cable system. Since local franchising of phone companies was prohibited by state law in Minnesota, local governments were never allowed to require the ILEC to provide universal service across its service territory. When franchising the ILEC's cable service, it was the first time the phone company was required to equitably build out its network with significant investment throughout a city.⁴¹ These provisions resulted in deployment of fiber optic facilities and the availability of cable service and high speed broadband services in all areas of cities, including areas with low income households and historically underrepresented populations.⁴² Franchising ensures broadband systems will be built in a way that serves all residents equally.

Customer Service.

When it comes to broadband service, residents want a local person they can call with service issues and questions about their bills. Cities do that today with cable providers, but not with other broadband providers. There are instances when a broadband provider's service is down, but the customer and the city have no way of communicating with the provider. For example, in one Minnesota city recently, an elderly resident was without service for over six weeks. In another instance, an administrative law judge found that customers of state's largest phone provider, "experienced multiple services outages or disruptions caused

by deficient outside plant or equipment over an approximately four-and-a-half-year period."⁴³ With broadband franchising, customers will have someone advocating for them, there will be standards for response to customers, and there will be consequences for failing to comply.

Through franchising, local governments protect their residents by negotiating and enforcing customer service requirements in cable franchise agreements.⁴⁴ These customer service provisions include call response times, installation response times, late fee restrictions, access channels, electronic programming guide provisions, anti-redlining, and anti-discrimination requirements.⁴⁵ Local governments have supported, and the state of Maine recently adopted, customer service requirements relating to access television and refunds.⁴⁶ Contrast these efforts to the broadband customer in Wisconsin who was told that she could not terminate her service just because she called on a weekend. Franchising will protect these customers with reasonable customer service protections.

In addition to negotiating and enforcing cable franchise customer service provisions, local governments are relied upon by the FCC to participate in consumer protection dockets. Just in the past year, local governments from across the country have supported consumer protection rules at the FCC, and they have also supported digital discrimination rules at the FCC.⁴⁷ Local government Comments and reply Comments were cited favorably by the FCC numerous times in its final Report and Order that adopted digital discrimination rules.⁴⁸

Local government franchising authorities supported All-In Cable Pricing rules to require the disclosure of all cable fees, including some referred to as junk fees.⁴⁹ These fees include extra fees to receive local broadcast channels, sports programming, and even high-definition television service. Once again, local government Com-

ments and Reply Comments were cited throughout the FCC's final Report and Order.⁵⁰ Municipalities have also participated in the development of state Digital Equity Plans.⁵¹ These efforts show that municipalities will protect all residential consumers through broadband franchising. Municipalities have an undeniably successful record of using its franchising authority to protect consumers.

Public benefits.

Receipt of public benefits is another valuable function of franchising. Broadband franchising will allow cities to continue to fund access television and to address other digital adoption and equity programs.⁵² The CEDC recognized this principle, finding that “the privilege of using public assets comes with an obligation to provide a benefit to the public, which includes ensuring that all members of the community have equal access to broadband...”⁵³

For cable franchises, important services, such as public, educational and government (PEG) access programming in local franchises to ensure access to local news, information, public meetings, high school sports and events, and more.⁵⁴ Local broadband franchising will allow local governments to negotiate public benefits to help promote equal access to broadband and to eliminate digital discrimination. Some examples of these public benefits could include computer centers, training on the use of digital services, the next generation of access television, and consumer protections.

The Minnesota Equal Access to Broadband Act

In 2024, the state of Minnesota began exploring the role that franchising can play in ensuring equal access to broadband for all Minnesotans. The Minnesota Equal Access to Broadband Act, HF 4182⁵⁵/SF 4262,⁵⁶ was introduced in the 2024 legislative session. The bill authorized cities to franchise broadband providers, which would ensure

that all their residents will receive the same broadband. It would also allow cities to receive other public benefits such as access TV and promote digital equity. Through an amendment during committee hearings, the bill capped fees to mirror cable fees.

While the bill did not pass this year, it generated significant legislative support. The bill was heard multiple times in the House of Representatives and ultimately added to the House Commerce Policy Omnibus Bill,⁵⁷ which passed out of committee to the House floor where it received its Second Reading on April 4, 2024. The bill was also heard by the State and Local Government Committee in the House and laid over for possible inclusion in the State and Local Government Omnibus Bill.

The Equal Access to Broadband Act enjoyed widespread support from the League of Minnesota Cities, MACTA, NATOA, ACM, the League of Women's Voters, and others, but was opposed by the cable and phone associations and the state Chamber of Commerce. While the Minnesota Equal Access to Broadband Act is fairly technical and Minnesota-centric, it could be a starting point for drafting model broadband franchising legislation for use throughout the country.

Challenges to Municipal Broadband Franchising

The broadband industry raised several challenges to the Minnesota Equal Access to Broadband Act, most of which were self-serving with no factual or legal basis.

Franchise Fees.

Rather than recognizing the valuable special privilege of enjoying access to the public rights-of-way to conduct their business, the broadband industry opposed the Minnesota Equal Access to Broadband Act claiming franchise fees were taxes amounting to a “slush fund” for cities. As shown above, fran-

chise fees are the consideration for the special privilege to use the public right-of-way for private profit.⁵⁸ It is a very valuable privilege that few companies enjoy. Without this privilege, communications companies could not operate their businesses in a cost-effective way. The franchise fees allowed by the Minnesota legislation mirrored the fees currently paid by cable operators. As the Texas Court of Appeals recently recognized, public property – the right-of-way – should not be given away below its fair market value.⁵⁹ No government should give away public property for nominal or no consideration and it is fundamentally fair to require all users to pay franchise fees, not just some.

Stacking.

Opponents to the Equal Access to Broadband Act claimed fees on franchisees would be unfairly “stacked” on providers. One claim was that multiple governmental entities could require a broadband franchise, thus forcing a provider to obtain multiple franchises for the same area. No reasonable reading of the Equal Access to Broadband Act could support that argument. Nevertheless, the bill was amended to clarify that there is one local franchise authority in each city, so there would be no so-called stacking.

Secondly, opponents claimed that fees would be stacked on multiple services provided by individual providers, such as cable and broadband. This stacking argument fails to recognize the valuable privilege of using the public right-of-way.⁶⁰ In rejecting a similar stacking argument, the Texas Court of Appeals held such an argument “would do violence to the concept of consideration, and we are directed to no authority that would compel such an anomalous result.”⁶¹

Impact on Low Income Residents.

The broadband industry presented no solutions to lowering rates for low-income persons, even though the industry

Continued on page 10

Broadband *cont'd from page 9*

would be receiving \$750 million in federal and state broadband grant funding and was requesting additional public benefits for the industry. Instead, the industry claimed that franchise fees will impact low-income residents with higher broadband costs. No credible information was submitted in support of this claim. On the other hand, local governments testified in support of the Equal Access to Broadband Act that local franchising authorities stood up for subscribers in terms of digital discrimination and fair pricing.

Impact on Buildout.

The broadband industry testified that allowing franchising will slow down the build out of broadband and that they would not build to cities that chose to require a franchise. Given the pending billions of dollars of state and federal funding at stake, the argument lacked veracity. The expenditure of \$42 billion of taxpayer dollars would be irresponsible without protecting the long-term interests of residents. Local franchising will encourage and promote more equitable broadband deployment - not less. Only local governments through cable franchising have been able to demand buildout maps and ensure full build out to every neighborhood, home and apartment. In other words, franchising promotes equal access to broadband.

Preemption.

Industry opponents claimed that federal law would preempt the proposed Minnesota Equal Access to Broadband Act. First, the industry claimed the bill would be preempted by the Internet Tax Freedom Act ("ITFA").⁶² The ITFA allows fees for the conveyance of privileges. A franchise grants the privilege of use of the public right-of-way. There is no preemption. Next, industry claimed the bill would be preempted by the FCC's Small Cell Order.⁶³ Since the bill excluded small cell wireless facilities, the Small Cell Order would have no preemptive effect on the bill. Finally,

industry opponents claimed preemption by the FCC's Mixed-Use Rule.⁶⁴ The Mixed-Use Rule has a somewhat tortured history. The original order preempted local governments from regulating noncable services over a cable system.⁶⁵ The legal reasoning behind the Mixed-Use Rule was largely rejected on appeal and the court ruled that regulation of non-cable services of a cable operator is allowed if it is consistent with the federal cable act.⁶⁶ This was also addressed in the bill amendments.

Conclusion

The goal of equal access to broadband is not controversial. The way to obtain the goal is through franchising broadband service providers. Municipal franchising is the best path forward to ensure buildout, quality of service, customer service, privacy protections, fair pricing, and public benefits to address digital adoption and education, all of which residents want and expect. Municipalities have a successful franchising history. Local governments without current statutory or home rule authority should seek legislative change to allow municipal broadband franchising or risk their communities being less competitive and underserved. Franchising is the future and the way to equal access to broadband.

Editor's Note: On January 2, 2025, the Sixth Circuit released *Ohio Telecom Ass'n v. FCC*, 2025 WL 16388, ___ F.4th ___ (6th Cir. 2025), setting aside the FCC's 2024 Safeguarding and Securing the Open Internet Order that reclassified broadband internet access service as a Title II telecommunications service subject to FCC common carrier regulations and net-neutrality restrictions. Citing *Loper-Bright* and the demise of agency deference, the court held that the FCC's reclassification order exceeded its statutory authority and that based on a plain reading of the statute broadband internet access service is a Title I information service. The Court similarly rejected the FCC's reclassification of mobile

broadband. This development makes state initiatives regarding equal access and broadband franchising, neither of which are preempted by the Act or by the Sixth Circuit decision, even more significant.

Notes

1. *See, e.g., City of Minneapolis Digital Opportunity Plan Comments and Qualitative Data to the Minnesota Office of Broadband Development* (June 30, 2023).
2. *See Broadband Equity Access and Deployment Program – Overview*, <https://broadbandusa.ntia.gov/funding-programs/broadband-equity-access-and-deployment-bead-program> (last visited Oct. 30, 2024) ("The Broadband Equity, Access, and Deployment (BEAD) Program, provides \$42.45 billion to expand high-speed internet access by funding planning, infrastructure deployment and adoption programs in all 50 states, Washington D.C., Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands").
3. *See In re Implementing the Infrastructure Investment and Jobs Act: Prevention and Elimination of Digital Discrimination*, Report and Order, 89 Fed. Reg. 4128, GN Docket No. 22-69, 2023 WL 8614401 (rel. Nov. 20, 2023), appeal docketed, *Minn. Telecom. Alliance v. FCC*, No. 24-1179 (8th Cir. 2024) (the "Digital Discrimination Order").
4. *See Mozilla Corp. v. FCC*, 940 F.3d 1, 80-81 (D.C. Cir. 2019) (per curiam) ("Not only is the Commission lacking in its own statutory authority to preempt, but its effort to kick the States out of intrastate broadband regulation also overlooks the Communications Act's vision of dual federal-state authority and cooperation in this area specifically;" *Ohio Telecom Ass'n v. FCC*, Case No. 247000, Document: 51-2 (6th Cir. 2024) (FCC's 2024 Title II broadband reclassification order

stayed, unlikely to succeed on the merits).

5. *See* In re Safeguarding and Securing the Open Internet, Declaratory Ruling, Order, Report and Order, and Order On Reconsideration, FCC 24-52, 89 Fed. Reg. 45404 (Pub. May 22, 2024), appeal docketed, Ohio Telecom Ass’n v. FCC, Case No. 247000, Document: 51-2 (6th Cir. 2024) (Title II reclassification stayed, unlikely to succeed on this merits) (“2024 Open Internet Order”).

6. *See, e.g.*, Lincoln Mun. Code Ch. 5.12 (2021).

7. *See* Bank of Augusta v. Earle, 38 U.S. 519, 595, 10 L. Ed. 274, 1839 WL 4294 (1839); State of California v. Central Pac. R. Co., 127 U.S. 1, 41, 8 S. Ct. 1073, 32 L. Ed. 150 (1888); *see also* Village of Blaine v. Ind. Sch. Dist. No. 12, 265 Minn. 9, 121 N.W.2d 183 (1963); Northern States Power Co. v. City of Granite Falls, 186 Minn. 209, 242 N.W. 714 (1932); City of Saint Paul v. Northern States Power Co., 462 N.W.2d 379 (Minn. 1990); Burns, 164 P.3d at 483; 12 McQuillin Mun. Corp. § 34:2 (3d ed.).

8. *See, e.g.*, Burns, 164 P.3d at 483; 12 McQuillin Mun. Corp. § 34:2 (3d ed.).

9. *See* City of St. Louis v. Western Union Tel. Co., 149 U.S. 465, 13 S. Ct. 990, 37 L. Ed. 810 (1893); Burns, 164 P.3d at 483; 12 McQuillin Mun. Corp. § 34:53 (3d ed.).

10. *See, e.g.*, Daniel A. Lyons, *Municipal Broadband Fees Are Bad Law and Bad Policy*, 19 Free State Foundation, No. 39 (Oct. 18, 2024).

11. *See* City of McAllen v. Texas, ___ S.W.3d ___, 2024 WL 4799325, *5 (Tex. Ct. App. Nov. 15, 2024) (for a wireless node, “no case holds that a \$250 statutory fee constitutes sufficient consideration under the gift clause for a good potentially worth \$2,500 if acquired in an arm’s-length transaction”).

12. *See, e.g.*, Minn. Stat. § 222.37; Minn. Stat. Ch. 238.

13. *See, e.g.*, Okla. Const. art. XV, § 5(a).

14. *See, e.g.*, Philadelphia Home Rule Charter, *available at* https://codelibrary.amlegal.com/codes/philadelphia/latest/philadelphia_pa/0-0-0-262986; Minneapolis, Minnesota, Charter, *available at* https://library.municode.com/mn/minneapolis/codes/code_of_ordinances?no-deld=CH.

15. *See* 12 McQuillin Mun. Corp. § 34:10 (3d ed.); Burns, 164 P.3d at 483.

16. *See* note 4 *supra*.

17. *See, e.g.*, Mozilla, 940 F.3d at 81 (noting “the Communications Act’s vision of dual federal-state authority and cooperation” on broadband regulation); ACA Connects America’s Commc’ns Ass’n v. Bonta, 24 F.4th 1233 (9th Cir. 2022); City of Eugene v. FCC, 998 F.3d 701, 711 (6th Cir. 2021) (noting that “Congress went out of its way not to suggest that federal law is the fountainhead of all franchisor regulatory authority”); City of Dallas v. FCC, 165 F.3d 341, 345 (5th Cir. 1999) (stating that the 1984 Act “preserve[d] the role of municipalities in cable regulation”); Sprint Telephony Pcs, L.P. v. County of San Diego, 543 F.3d 571, 576 (9th Cir. 2008) (cert. den’d, Sprint Telephony PCS, L.P. v. San Diego Cnty., 557 U.S. 935 (2009)) (noting that “Section 332(c)(7)(A) preserves the authority of local governments over zoning decisions regarding the placement and construction of wireless service facilities...”); CNSP, Inc. v. City of Santa Fe, (10th Cir. 2019) (after the Telecommunications Act of 1996, “local governments retain the authority ‘to manage the public rights-of-way’”).

18. Nat’l Cable & Telecomms. Ass’n v. Brand X Internet Servs., 545 U.S. 967, 993-96 (2005) (cable internet service is a Title I information service); In re Inquiry Concerning High-Speed Access to the Internet Over Cable & Other Facilities, 17

FCC Rcd. 4798, 4824 ¶ 41 (2002) (cable internet service classified as Title I information service); In re Promoting the Open Internet, Report and Order On Remand, Declaratory Ruling, and Order, 30 FCC Rcd. 5601 (2015) (broadband reclassified as a Title II telecommunications service); In re Restoring Internet Freedom, 33 FCC Rcd. 311 (2018) (broadband reclassified as Title I information service); *Mozilla Corp. v. FCC*, 940 F.3d 1, 18-21 (D.C. Cir. 2019) (per curiam) (Title I reclassification upheld); 2024 Open Internet Order (order reclassified broadband as Title II telecommunication service, stayed on review).

19. *See* Mozilla, 940 F.3d at 75-6 (D.C. Cir. 2019) (per curiam) (FCC local preemption directive vacated); N.Y. State Telecomms. Ass’n v. James, 101 F.4th 135, 140-41 (2nd Cir. 2024).

20. *See* 47 U.S.C. § 152(a); CATV and Community Antenna Systems, 2 F.C.C.2d 725, 6 R.R.2d 1717 (1966).

21. 2024 Open Internet Order, at ¶¶ 265-275.

22. *Id.*, at ¶ 268.

23. 2024 Open Internet Order, at ¶¶ 268-275.

24. *Id.*, at ¶ 275 (“We also clarify that the mere existence of a state affordability program is not rate regulation”).

25. *See e.g.*, H.R. Rep. No. 98-934 at 94, reprinted in 1984 U.S.C.C.A.N. 4655, 4731 (From the 1984 Cable Act House Report, “A state may, for instance, exercise authority over the whole range of cable activities, such as negotiation with cable operators; consumer protection; construction requirements; rate regulation or deregulation; the assessment of financial qualifications; the provision of technical assistance with respect to cable; and other franchise related issues—as long as the exercise of that authority is consistent with Title VI.”); *see also* Frederick E. *Continued on page 12*

Broadband *cont'd from page 11*

Ellrod III & Nicholas P. Miller, *Property Rights, Federalism, and the Public Rights of Way*, 26 SEATTLE U. L. REV. 475 (2003).

26. *See, e.g.*, Comments of the City of Philadelphia, et al., at 7, In re Implementing the Infrastructure Investment and Jobs Act: Prevention and Elimination of Digital Discrimination, GN Docket No. 22-69, <https://www.fcc.gov/ecfs/document/1022165457449/1> (Feb. 21, 2023) (“City of Philadelphia Digital Discrimination Comments”).

27. *See e.g.*, City of Philadelphia Digital Discrimination Comments at 7; Comments of the League of Minnesota Cities, at 2; In re Implementing the Infrastructure Investment and Jobs Act: Prevention and Elimination of Digital Discrimination, GN Docket No. 22-69, at 2, <https://www.fcc.gov/ecfs/document/10222116501122/1> (Feb. 21, 2023) (“League of Minnesota Cities Digital Discrimination Comments”).

28. *Id.*

29. *See, e.g.*, City of St. Louis v. Western Union Tel. Co., 148 U.S. 92 (1893) (upholding regulations of telegraph company’s use of rights-of-way); Comments of the City of Philadelphia, et al., In re Implementation of Section 621(a) (1) of the Cable Communications Policy Act of 1984, as amended by the Cable Television Consumer Protection and Competition Act of 1992, MB Docket No. 05-311, at 9-12, <https://www.fcc.gov/ecfs/document/11141552701020/1> (November 14, 2018). (“City of Philadelphia 621 Comments”).

30. *See, e.g.*, 47 U.S.C. § 546(b)(2); Northwest Suburbs Cable Communications Commission Cable Franchise Ordinance with King Videocable Company - Minnesota, Section 5.4 (Upgrade of Home Subscriber Network) (November 20, 1997).

31. *See* 47 U.S.C. § 541(a)(3) (“In awarding a franchise or franchises, a franchising authority shall assure that access to cable service is not denied to any group of potential residential cable

subscribers because of the income of the residents of the local area in which such group resides.”)

32. *See, e.g.*, City of Philadelphia 621 Comments, at 9; National Association of Telecommunications Officers and Advisors, et al. Comments, In re Implementation of Section 621(a)(1) of the Cable Communications Policy Act of 1984, as amended by the Cable Television Consumer Protection and Competition Act of 1992, MB Docket No. 05-311, at 10 (Nov. 14, 2018) (“NATOA 621 Comments”).

33. League of Minnesota Cities Digital Discrimination Comments, at 2.

34. National League of Cities Digital Discrimination Comments, In re Implementing the Infrastructure Investment and Jobs Act: Prevention and Elimination of Digital Discrimination, GN Docket No. 22-69, at 1 (Feb. 21, 2023).

35. *See* Digital Discrimination Order, at ¶¶ 175-178.

36. Recommendations and Best Practices to Prevent Digital Discrimination and Promote Digital Equity Submitted to the Federal Communications Commission by the Working Groups of the Communications Equity and Diversity Council, at 31, <https://www.fcc.gov/sites/default/files/cedc-digital-discrimination-report-110722.pdf> (Nov. 7, 2022).

37. *See* note 2 *supra*.

38. *See e.g.*, Joe Supan, *Could the Election Revive the Affordable Connectivity Program?*, CNET, <https://www.cnet.com/home/internet/could-the-election-revive-the-affordable-connectivity-program/> (last visited October 30, 2024).

39. *See, e.g.*, 47 U.S.C. § 546(b)(2); Northwest Suburbs Cable Communications Commission Cable Franchise Ordinance with King Videocable Company - Minnesota, Section 5.4 (Upgrade of Home Subscriber Network) (November 20, 1997).

40. *See* 47 U.S.C. § 541(a)(3) (“In awarding a franchise or franchises, a franchising authority shall assure that

access to cable service is not denied to any group of potential residential cable subscribers because of the income of the residents of the local area in which such group resides.”)

41. An example of the equitable buildout language stated in part:

The Parties agree that the following is a reasonable build-out schedule taking into consideration Grantee’s market success and the requirements of Minnesota state law.

(i) **Complete Equitable Build-Out.**

Grantee aspires to provide cable service to *all households* within the City by the end of the initial term of this Franchise. In addition, *Grantee commits that a significant portion of its investment will be targeted to areas below the median income in the City.*

(ii) Initial Minimum Build-Out Commitment. Grantee agrees to be capable of serving a minimum of fifteen percent (15%) of the City’s households with cable service during the first two (2) years of the initial Franchise term, provided, however that Grantee will make its best efforts to complete such deployment within a shorter period of time. *This initial minimum build-out commitment shall include deployment to households in every Ward in the City and to a significant number of households below the medium income in the City.* Nothing in this Franchise shall restrict Grantee from serving additional households in the City with cable service; ...

See A Cable Television Franchise Agreement Between City of Minneapolis, Minnesota and Qwest Broadband Services, Inc., D/B/A CenturyLink, City of Minneapolis Code of Ordinances, Appendix H, Chapter 2, Section 1.2 (2014) (emphasis added).

42. *See* City of Philadelphia Digital Discrimination Comments, at 8-9 (City of Minneapolis, the Northwest

Suburban Cable Communications Commission, North Metro Telecommunications Commission, and South Washington Telecommunications Commission all approved franchises with similar equitable buildout provisions with similar results).

43. *See* In re Formal Complaint Regarding the Services Provided by the Qwest Corporation d/b/a CenturyLink in Minnesota, on Behalf of the Communications Workers of America, MN-PUC Docket No. C-20-432, at 23 (Mar. 13, 2024).

44. *See, e.g.*, NSCC Digital Discrimination Reply Comments, at 2.

45. City of Philadelphia Digital Discrimination Comments, at 7, NSCC Digital Discrimination Reply Comments of the NSCC, at 2.

46. *See* An Act to Ensure Nondiscriminatory Treatment of Public, Educational and Governmental Access Channels by Cable System Operators, 2019 Me. Laws 469 (codified at Me. Stat. tit. 30-A, §§ 3008(5), (7), 3010(5A), (5B), (5C)); *NCTA v. Frey*, 7 F.4th 1 (1st Cir. 2021) (Maine law upheld).

47. *See, e.g.*, City of Philadelphia Digital Discrimination Comments, at 20-21.

48. *See* Digital Discrimination Order.

49. *See, e.g.*, City of Oklahoma City et al. Comments, at 4-6, In re All-In Pricing for Cable and Satellite Television Service, FCC 24-29, MB Docket No. 23-203, <https://www.fcc.gov/ecfs/document/107312541918310/1> (July 31, 2023); City of Oklahoma City et al. Reply Comments, at 3-5, <https://www.fcc.gov/ecfs/document/108291549807734/1> (Aug. 29, 2023).

50. *See* In re All-In Pricing for Cable and Satellite Television Service, FCC 24-29, MB Docket No. 23-203 (Rel. March 19, 2024).

51. *See, e.g.*, City of Minneapolis Digital Opportunity Plan Comments to the Minnesota Office of Broadband Development (June 30, 2023).

52. *See* City of Philadelphia Digital

Discrimination Comments, at 7, NSCC Digital Discrimination Reply Comments, at 3.

53. Recommendations and Best Practices to Prevent Digital Discrimination and Promote Digital Equity Submitted to the Federal Communications Commission by the Working Groups of the Communications Equity and Diversity Council November 7, 2022, at 35 (<https://www.fcc.gov/sites/default/files/cedc-digital-discrimination-report-110722.pdf>).

54. *See, e.g.*, City of Philadelphia 621 Comments at 9; NATOA 621 Comments at 10.

55. Minn. H.F. No. 4182 (2024), <https://www.revisor.mn.gov/bills/bill.php?b=house&cf=H-F4182&cssn=0&y=2024>.

56. Minn. S.F. No. 4262 (2024), <https://www.revisor.mn.gov/bills/bill.php?f=S-F4262&y=2024&cssn=0&b=senate>

57. Minn. H.F. No. 4077 (2024) (Article 4, Sections 1-11), https://www.revisor.mn.gov/bills/text.php?number=HF4077&type=--bill&version=1&session=ls93&session_year=2024&session_number=0&format=pdf.

58. *See* notes 9 and 11 *supra*.

59. *See* City of McAllen, at ___, 2024 WL 4799325, *5 (Tex. Ct. App. Nov. 15, 2024) (consideration must be sufficient).

60. *See* notes 9 and 11 *supra*.

61. *See* City of McAllen, at ___, 2024 WL 4799325, *8 (Tex. Ct. App. Nov. 15, 2024).

62. *See* 47 U.S.C. § 151, note. The “taxes” prohibited in the ITFA “do[] not include any franchise fee or similar fee imposed by a State or local franchising authority, pursuant to [the Cable Act], or any other fee related to obligations or telecommunications carriers under the Communications Act of 1934[,]” nor do “taxes” include “fee[s] imposed for a specific privilege, service, or benefit conferred” by a governmental entity, such as the privilege of using local

assets.

63. *See* Accelerating Wireless Broadband Deployment by Removing Barriers to Infrastructure Deployment, Declaratory Ruling and Report and Order, 33 FCC Rcd. 9088 (2018).

64. *See* In re: Section 621(A)(1) of the Cable Communications Policy Act of 1984 as Amended by the Cable Television Consumer Protection and Competition Act of 1992, 34 FCC Rcd. 6844 (2019); 47 CFR § 76.43 (Mixed-Use rule).

65. *Id.*

66. *City of Eugene v. FCC*, 998 F.3d 701, 710 (6th Cir. 2021).



**2025 MID-YEAR
SEMINAR APRIL 25 –
APRIL 28, 2025
WASHINGTON, D.C.**



City of Roseville Fire Department

Attachment 2

2701 Lexington Ave. ▪ Roseville, MN 55113
Phone: 651.792.7340 ▪ Fax: 651.792.7300

www.facebook.com/RosevilleMNFireDepartment
www.CityOfRoseville.com/Fire

January 26, 2026
City Council
Legislative Priorities

Re: Amend State Building Code Chapter 1306 to Allow Municipalities to Require Sprinkler Systems in R-2 (Multi-Family) Occupancy Groups

The legislative priority referencing support for the sprinkling of R-2 (multi-family) buildings has been a priority since 2019. Many of the multi-family apartments in Roseville built before the mid-2000s were legally built without fire suppression sprinklers. A building must comply with the code that was in effect when it was built; building codes are not retroactive. If an apartment building was constructed before sprinkler requirements applied to R-2 occupancies, it is generally considered code-compliant as an existing building, even if it would not meet today's standards.

Sprinklers were not historically required in many R-2 buildings. For decades, Minnesota did not require sprinklers in all apartment buildings, especially small R-2 buildings, low-rise apartment buildings, and buildings under certain square-foot thresholds. Earlier versions of the code relied more on fire separation, fire resistive construction, compartmentation, and manual firefighting response.

There is no doubt a large cost to retrofitting for sprinklers. Minnesota has historically avoided blanket retrofit mandates to prevent loss of affordable housing, building abandonment, and financial hardship for property owners.

Fire service data consistently shows that sprinklers reduce civilian deaths by 80%, reduce property loss dramatically, and improve firefighter safety. Because of this, new R-2 construction is always sprinkled in Roseville due to Building Code 1306.

The Roseville Fire Department would like to keep this as a priority for the city should the state of Minnesota further consider retroactively placing this requirement on existing R-2 buildings.

Amend State Building Code Chapter 1306 to Allow Municipalities to Require Sprinkler Systems in R-2 (Multi-Family) Occupancy Groups

On March 27, 2017, the Roseville City Council adopted Minnesota State Building Code Chapter 1306 provisions requiring sprinkling in certain building occupancy groups. At that time, the City Council discussed the possible expansion of sprinkler requirements to multi-family buildings. Following much research and communication with the State Fire Marshal's office, it was determined expansion was not possible under current statute and code.

If the City Council has interest in expansion of sprinkler requirements under Building Code 1306, legislative action would be needed.

The City of Roseville supports legislation that allows local governments to require sprinkler systems in R-2 (multi-family) occupancy groups.


David Brosnahan
Fire Chief

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the ____ day of _____ 201__, 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 Calling on Governor Walz to Pass an Eviction Moratorium through Executive Order to Support Roseville in Keeping Families in their Homes and Further Protect them from ICE

WHEREAS, the City is committed to the safety, stability, and well-being of all who live, work and do business in the community ; and

WHEREAS, recent federal enforcement activity in Minnesota, Operation Metro Surge, has resulted in a significant and highly visible presence of federal agents across the Twin Cities metropolitan area and in Roseville, creating uncertainty, fear and disruption for residents, workers, and business owners; and

WHEREAS, community members have reported difficulty safely traveling to work, school, healthcare and essential services, negatively affecting household stability and local economic activity; and

WHEREAS, during prior statewide emergencies, including the COVID-19 pandemic, temporary eviction protections were implemented to prevent displacement, and allow time for coordinated government response; and

WHEREAS, without short-term protections, residents and small businesses face increased risk of displacement, closure, and long-term emotional, psychological, and economic harm;

WHEREAS the City Council seeks to act and uphold its values of accountability, community, equity, safety, and integrity, while recognizing the rights and responsibilities of both tenants and housing providers;

45
46 NOW, THEREFORE, BE IT RESOLVED; the City Council respectfully requests the Governor
47 of Minnesota to consider temporary eviction protections to address the current extraordinary
48 circumstances, with the goal preventing displacement, supporting economic stability, and
49 allowing state and local partners to respond in a coordinated and measured manner; and
50

51 BE IT FURTHER RESOLVED, the City Council calls on the State of Minnesota to provide
52 targeted financial and recovery assistance to impacted local governments to support recovery and
53 stabilization efforts for residents and businesses.
54

55 The motion for the adoption of the foregoing resolution was duly seconded by Member ,
56 and upon a vote being taken thereon, the following voted in favor thereof: , , ,
57 , and Mayor .
58 and the following voted against the same: .
59

60 WHEREUPON said resolution was declared duly passed and adopted.
61

62
63
64
65 STATE OF MINNESOTA)
66) SS
67 COUNTY OF RAMSEY)
68
69

70 I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of
71 Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and
72 foregoing extract of minutes of a regular meeting of said City Council held on the day of,
73 , 20 with the original thereof on file in my office.
74

75 WITNESS MY HAND officially as such Manager this day of , 20
76
77

78
79 SEAL
80
81

82

Patrick J. Trudgeon, City Manager



January 26, 2026

The Honorable Tim Walz
Governor of Minnesota
130 State Capitol
75 Rev Dr Martin Luther King Jr Blvd
Saint Paul, MN 55155

Re: Request for Temporary Eviction Moratorium During Operation Metro Surge

Dear Governor Walz,

On behalf of the City of Roseville, we are writing to respectfully request that the State of Minnesota consider implementing a temporary eviction moratorium during the period of Operation Metro Surge.

Recent immigration enforcement activity associated with Operation Metro Surge has created significant fear and instability for many households in our region and in Roseville. Regardless of immigration status, housing stability is a cornerstone of public safety, public health, and economic resilience. When residents can remain housed, they are better positioned to maintain employment, contribute to the local economy, keep children in school, and access healthcare. Ensuring families stay housed during times of uncertainty helps protect their sense of safety and belonging, reducing the emotional and psychological harm that displacement can cause and allowing them to focus on healing, stability, and hope for the future. Conversely, sudden housing displacement increases the likelihood of homelessness, job loss, school disruption, and increased reliance on emergency shelters, law enforcement, and crisis response systems, creating avoidable downstream costs for local governments and the state.

A temporary eviction moratorium during this operation would help prevent displacement driven by heightened fear and uncertainty rather than underlying tenancy issues. By creating a defined period of housing stability, a moratorium would allow state and local partners to coordinate responses across housing, public health, education, workforce, and public safety systems in a deliberate and orderly manner. It would provide time for clear and consistent communication, alignment among service providers, and targeted deployment of resources based on assessed need rather than emergency demand.

This stability would also reduce strain on emergency and public safety systems, support workforce continuity, and minimize disruption to local businesses and regional economies. Importantly, a temporary moratorium would not resolve long-term housing challenges, but it

would allow responses to be proportionate, coordinated, and measured during extraordinary circumstances that are largely outside the control of local governments.

The City recognizes the need to balance tenant protections with the rights and concerns of housing providers. A temporary moratorium, paired with clear state guidance and coordinated implementation, would provide consistency for tenants, housing providers, courts, and local governments, ensuring the policy is applied uniformly and effectively during extraordinary circumstances.

Local governments have limited authority to act in this space, yet we are often on the front lines of responding to and managing the immediate impacts of housing instability when displacement occurs. State leadership is critical to providing consistent, equitable protection across jurisdictions during extraordinary circumstances such as this.

Included with this letter is a resolution the Roseville City Council passed in support of a temporary eviction moratorium.

We appreciate your continued leadership and consideration of actions that promote safety, stability, and the well-being of all Minnesotans. The City of Roseville stands ready to support the State in any coordination or communication efforts related to this request.

Thank you for your time and thoughtful consideration.

Sincerely,

Daniel J. Roe
Roseville Mayor
dan.roe@cityofroseville.com

Matt Bauer
Councilmember
matt.bauer@cityofroseville.com

Wayne Groff
Councilmember
wayne.groff@cityofroseville.com

Robin Schroeder
Councilmember
robin.schroeder@cityofroseville.com

Julie Strahan
Councilmember
julie.strahan@cityofroseville.com

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1/26/2026

Item No.: 10.a.

Department Approval



City Manager Approval



Item Description: Approval of Payments

Background

State Statute requires the City Council to approve all payment of claims. The following summary of claims has been submitted to the City for payment.

Check Series #	Amount
ACH Payments	\$483,555.64
114534-114670	\$1,734,825.96
Total	\$2,218,381.60

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: Ebonie Cannady-Accounting Technican II

Attachments: 1. Checks for Approval

39

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 00-00 GENERAL					
100-00-00-210200	Federal Income Tax	IRS EFTPS- Non Bank	Remittance Check	94,056.79	6191
100-00-00-210200	Federal Income Tax	IRS EFTPS- Non Bank	Remittance Check	95,074.77	6191
100-00-00-210300	State Income Tax	METROPOLITAN LIFE INSURANC	Remittance Check	3,655.40	114660
100-00-00-210300	State Income Tax	METROPOLITAN LIFE INSURANC	Remittance Check	3,655.40	114660
100-00-00-210300	State Income Tax	MN Dept of Revenue-Non Ban	Remittance Check	41,773.45	6187
100-00-00-210300	State Income Tax	MN Dept of Revenue-Non Ban	Remittance Check	41,556.74	6187
100-00-00-210400	PERA Employee Ded.	PERA-Non Bank	Remittance Check	54,090.68	6188
100-00-00-210400	PERA Employee Ded.	PERA-Non Bank	Remittance Check	31,591.11	6188
100-00-00-210400	PERA Employee Ded.	PERA-Non Bank	Remittance Check	52,979.37	6188
100-00-00-210400	PERA Employee Ded.	PERA-Non Bank	Remittance Check	78.50	6188
100-00-00-210400	PERA Employee Ded.	PERA-Non Bank	Remittance Check	32,607.98	6188
100-00-00-210500	Life Ins. Employee	LINA	DECEMBER NEW YORK LIFE PREMIUMS	3,296.41	6074
100-00-00-210500	Life Ins. Employee	LINA	DECEMBER NEW YORK LIFE PREMIUMS	7.20	6074
100-00-00-210500	Life Ins. Employee	LINA	DECEMBER NEW YORK LIFE PREMIUMS	(0.02)	6074
100-00-00-210502	Employer Life Insurance	LINA	DECEMBER NEW YORK LIFE PREMIUMS	656.00	6074
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	3,577.00	6166
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	219.00	6166
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	584.00	6166
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	73.00	6166
100-00-00-210600	Union Dues Deduction	Local Union 49	Remittance Check	1,015.00	114613
100-00-00-210600	Union Dues Deduction	Roseville Firefighters Loc	Remittance Check	2,497.75	6183
100-00-00-210800	FICA Employee Ded.	IRS EFTPS- Non Bank	Remittance Check	30,044.71	6191
100-00-00-210800	FICA Employee Ded.	IRS EFTPS- Non Bank	Remittance Check	13,609.31	6191
100-00-00-210800	FICA Employee Ded.	IRS EFTPS- Non Bank	Remittance Check	29,543.76	6191
100-00-00-210800	FICA Employee Ded.	IRS EFTPS- Non Bank	Remittance Check	13,523.74	6191
100-00-00-210900	Long Term Disability	LINA	DECEMBER NEW YORK LIFE PREMIUMS	4,123.10	6074
100-00-00-210900	Long Term Disability	LINA	DECEMBER NEW YORK LIFE PREMIUMS	(0.11)	6074
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	3,316.57	6190
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	14,093.00	6190
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	7,108.37	6190
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	812.60	6190
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	3,643.76	6190
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	14,243.00	6190
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	6,608.23	6190
100-00-00-211000	MNDCP Def Comp	Great West- Non Bank	Remittance Check	812.60	6190
100-00-00-211001	MNDCP Roth	Great West- Non Bank	Remittance Check	939.13	6190
100-00-00-211001	MNDCP Roth	Great West- Non Bank	Remittance Check	1,315.00	6190
100-00-00-211001	MNDCP Roth	Great West- Non Bank	Remittance Check	665.00	6190
100-00-00-211001	MNDCP Roth	Great West- Non Bank	Remittance Check	1,086.78	6190
100-00-00-211001	MNDCP Roth	Great West- Non Bank	Remittance Check	1,315.00	6190
100-00-00-211001	MNDCP Roth	Great West- Non Bank	Remittance Check	665.00	6190
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	1,726.91	6163
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	3,047.00	6163
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	150.00	6163
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	559.87	6163
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	5,367.00	6163
100-00-00-211101	Mission SQ Roth	Mission Square	Remittance Check	400.00	6163
100-00-00-211200	MN Child Support Payments	MN Child Support Payment C	CHILDSUPPORT PAYMENT	313.79	114615
100-00-00-211200	MN Child Support Payments	MN Dept of Revenue-Non Ban	Remittance Check	1,686.83	6187
100-00-00-211200	MN Child Support Payments	MN Dept of Revenue-Non Ban	Remittance Check	1,686.82	6187
100-00-00-211200	MN Child Support Payments	US DEPARTMENT OF TREASURY	GARNISHMENT	275.01	6198
100-00-00-211202	HRA Employer	ING ReliaStar	Remittance Check	10,015.00	6180

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 00-00 GENERAL					
100-00-00-211400	Medical Insurance Employee	Minnesota Healthcare Conso	DEC 25 MEDICAL PREMIUMS	18,933.97	6194
100-00-00-211400	Medical Insurance Employee	Minnesota Healthcare Conso	DEC 25 MEDICAL PREMIUMS	6,690.28	6194
100-00-00-211402	Flex Spending Health	Alerus Financial NA - Non	BENEFIT REIMBURSEMENTS - FSA & DEPEND	11,326.36	6195
100-00-00-211404	MN State Retirement	MSRS-Non Bank	Remittance Check	15,228.57	6185
100-00-00-211404	MN State Retirement	MSRS-Non Bank	Remittance Check	15,074.36	6185
100-00-00-211501	Medical Employer	Minnesota Healthcare Conso	DEC 25 MEDICAL PREMIUMS	139,833.87	6194
100-00-00-211501	Medical Employer	Minnesota Healthcare Conso	DEC 25 MEDICAL PREMIUMS	5,785.38	6194
100-00-00-211600	PERA Employer Share	PERA-Non Bank	Remittance Check	32,689.95	6188
100-00-00-211600	PERA Employer Share	PERA-Non Bank	Remittance Check	81,135.98	6188
100-00-00-211600	PERA Employer Share	PERA-Non Bank	Remittance Check	3,761.27	6188
100-00-00-211600	PERA Employer Share	PERA-Non Bank	Remittance Check	33,724.29	6188
100-00-00-211600	PERA Employer Share	PERA-Non Bank	Remittance Check	79,469.00	6188
100-00-00-211600	PERA Employer Share	PERA-Non Bank	Remittance Check	3,900.38	6188
100-00-00-211600	PERA Employer Share	PERA-Non Bank	Remittance Check	78.50	6188
100-00-00-211700	FICA Employer Share	IRS EFTPS- Non Bank	Remittance Check	30,044.71	6191
100-00-00-211700	FICA Employer Share	IRS EFTPS- Non Bank	Remittance Check	13,609.31	6191
100-00-00-211700	FICA Employer Share	IRS EFTPS- Non Bank	Remittance Check	29,543.76	6191
100-00-00-211700	FICA Employer Share	IRS EFTPS- Non Bank	Remittance Check	13,523.74	6191
Total Department 00-00 GENERAL				1,170,095.99	
Department: 01-00 CITY COUNCIL					
100-01-00-430000	Professional Services	Redpath and Company LLC	2025 PROGRESS BILLING FINANCIAL AUDIT	3,095.00	114646
100-01-00-442000	Memberships & Subscription	League of MN Cities	Membership Dues Invoice - Attn: Finan	30,434.00	114621
100-01-00-442000	Memberships & Subscription	LEAGUE OF MN CITIES	MN MAYORS ASSOC. MEMBERSHIP DUES - DA	30.00	114623
Total Department 01-00 CITY COUNCIL				33,559.00	
Department: 02-00 ADMINISTRATION					
100-02-00-420000	Office Supplies	Greenhaven Printing	BUSINESS CARDS	37.22	6067
100-02-00-420000	Office Supplies	Innovative Office Solution	DECEMBER OFFICE SUPPLIES	208.53	6175
100-02-00-420000	Office Supplies	National Awards & Fine Gif	NAME TAGS	16.08	114554
100-02-00-430000	Professional Services	Shred-N-Go, Inc.	ADMIN SHREDDING THRU DECEMBER	85.30	114591
100-02-00-430000	Professional Services	Trans Union, LLC	BACKGROUNDING 5/26/25-6/25/25	71.82	114555
100-02-00-430000	Professional Services	Trans Union, LLC	BACKGROUNDING 6/26/25 - 7/25/25	61.56	114555
100-02-00-430000	Professional Services	Trans Union, LLC	BACKGROUNDING 7.26.25 - 8.25.25	41.04	114555
100-02-00-430000	Professional Services	Trans Union, LLC	BACKGROUNDING 8.26.25 - 9.25.25	40.48	114555
100-02-00-430000	Professional Services	Trans Union, LLC	BACKGROUNDING 9.26.25 - 10.25.25	133.26	114555
100-02-00-430000	Professional Services	Trans Union, LLC	BACKGROUNDING 10.26.25 - 11.25.25	50.74	114555
100-02-00-430099	Drug Testing	Vault Health	RANDOM DRUG AND ALCOHOL TEST	101.84	114645
100-02-00-439000	CONTRACT MAINTENANCE	Governmentjobs.com, Inc.	2026 ANNUAL SUBSCRIPTION	20,827.24	6071
100-02-00-439000	CONTRACT MAINTENANCE	NFP Insurance Services, In	BSWIFT AND ACA FEE AND EDI PROGRAMMIN	736.65	114592
100-02-00-441100	Tuition Reimbursement	Cari McCollor	TUITION REIMBURSEMENT	357.20	6092
100-02-00-442000	Memberships & Subscription	MCMA Secretariat	MCMA DUES FOR CITY MANAGER TRUDGEON	262.72	114585
100-02-00-448000	Miscellaneous	Dakota County Technical Co	LEADERSHIP ACADEMY TRAINING	4,800.00	114586
100-02-00-448000	Miscellaneous	NFP Insurance Services, In	BSWIFT AND ACA FEE AND EDI PROGRAMMIN	600.00	114592
Total Department 02-00 ADMINISTRATION				28,431.68	
Department: 04-00 FINANCE					
100-04-00-420000	Office Supplies	Innovative Office Solution	DECEMBER OFFICE SUPPLIES	5.00	6175
100-04-00-424000	Operating Supplies	Greenhaven Printing	ANIMAL LICENSE FORMS	324.27	6067
100-04-00-430000	Professional Services	Metropolitan Courier Corp.	DECEMBER 2025 SERVICE CHARGE	823.21	114638
100-04-00-448600	Credit Card Fees	AMERICAN EXPRESS - NON-BAN	NOVEMBER AMERICAN EXPRESS CC FEES	6.45	6197
100-04-00-448600	Credit Card Fees	CHASE PAYMENTECH - NON-BAN	NOVEMBER PAYMENTECH CC FEES	264.53	6196

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 04-00 FINANCE					
			Total Department 04-00 FINANCE	1,423.46	
Department: 08-00 CENTRAL SERVICES					
100-08-00-424000	Operating Supplies	ARAMARK REFRESHMENT SERVIC	COFFEE LC	434.57	114541
100-08-00-424000	Operating Supplies	ARAMARK REFRESHMENT SERVIC	COFFEE	804.78	114541
100-08-00-424000	Operating Supplies	Innovative Office Solution	DECEMBER OFFICE SUPPLIES	639.60	6175
			Total Department 08-00 CENTRAL SERVICES	1,878.95	
Department: 10-00 POLICE DEPARTMENT					
100-10-00-410008	Workers Comp Indemnity	SFM-Non Bank	CLAIMS AND INDEMNITY	1,802.40	6186
100-10-00-415000	Employer Insurance	Minnesota Healthcare Conso	DEC 25 MEDICAL PREMIUMS	645.82	6194
100-10-00-415000	Employer Insurance	Minnesota Healthcare Conso	DEC 25 MEDICAL PREMIUMS	645.82	6194
100-10-00-420000	Office Supplies	Innovative Office Solution	DECEMBER OFFICE SUPPLIES	260.05	6175
100-10-00-422000	Clothing	GALLS, LLC	BALLISTIC VEST RAVEN 2.0 VORTEX IIIA	1,410.53	6065
100-10-00-423000	Vehicle Supplies & Mainten	DRIVER & VEHICLE SERVICES	TABS FOR CAT VAN AND BAIT CAR	40.50	114543
100-10-00-423000	Vehicle Supplies & Mainten	License Center-Non Bank	PD AND CD TAB RENEWALS	65.00	6189
100-10-00-430000	Professional Services	Verizon	PHONE TRACKING FOR ONE OF OUR RECENT	150.00	114561
100-10-00-431000	Telephone	Verizon	DATA S NOVEMBER 26 - DECEMBER 26- AC	40.01	114648
100-10-00-439000	CONTRACT MAINTENANCE	BCA	ANNUAL CJDN ACCESS FEE (BCA)	3,360.00	114547
100-10-00-441000	Training	Ramsey County	APRIL RANGE USE	2,160.00	114549
100-10-00-441000	Training	RAMSEY COUNTY	RANGE USE MAY	720.00	114549
			Total Department 10-00 POLICE DEPARTMENT	11,300.13	
Department: 13-00 FIRE DEPARTMENT					
100-13-00-415000	Employer Insurance	Minnesota Healthcare Conso	DEC 25 MEDICAL PREMIUMS	645.82	6194
100-13-00-422000	Clothing	Aspen Mills Inc.	EWALD	335.78	114611
100-13-00-423000	Vehicle Supplies & Mainten	Henry Schein, Inc.	EMS SUPPLIES	542.70	114562
100-13-00-424000	Operating Supplies	Jefferson Fire & Safety, I	STORZ SUCTION GASKET KIT	59.60	6066
100-13-00-430000	Professional Services	Masa Consulting, Inc.	DECEMBER	2,100.00	6070
100-13-00-430000	Professional Services	Target Solutions Learning,	ANNUAL VECTOR SUBSCRIPTION	1,020.12	114651
100-13-00-437000	Contract Maint. - Vehicles	Circle K Stores Inc.	DEC CAR WASHES	143.00	114655
100-13-00-437000	Contract Maint. - Vehicles	RAMSEY COUNTY	FLEET SUPPORT NOV	318.24	114549
100-13-00-437000	Contract Maint. - Vehicles	Ramsey County	MONTHLY FIELD OP APP	10.00	114549
100-13-00-439000	CONTRACT MAINTENANCE	Brothers Fire & Security	2025 ANNUAL SPRINKLER INSP	425.00	114550
100-13-00-439000	CONTRACT MAINTENANCE	MES SERVICE COMPANY LLC	GEAR REPAIR	88.75	6177
100-13-00-439000	CONTRACT MAINTENANCE	Pro Hydro-Testing, LLC	SCBA TESTING	3,350.00	114552
100-13-00-439000	CONTRACT MAINTENANCE	T Mobile	MONTHLY	62.61	114559
100-13-00-439000	CONTRACT MAINTENANCE	Target Solutions Learning,	ANNUAL VECTOR SUBSCRIPTION	3,542.00	114651
100-13-00-439000	CONTRACT MAINTENANCE	Target Solutions Learning,	ANNUAL VECTOR SUBSCRIPTION	1,017.06	114651
100-13-00-439000	CONTRACT MAINTENANCE	Target Solutions Learning,	ANNUAL VECTOR SUBSCRIPTION	283.35	114651
100-13-00-439000	CONTRACT MAINTENANCE	Yale Mechanical	HVAC MAINTENANCE	5,142.00	6182
100-13-00-441000	Training	City of Maplewood	LIVE BURNS	3,500.00	6173
100-13-00-441000	Training	Group Health Non-Patient A	PARAMEDIC TRAINING	7,500.00	114656
100-13-00-441000	Training	Target Solutions Learning,	ANNUAL VECTOR SUBSCRIPTION	4,548.95	114651
100-13-00-448600	Credit Card Fees	US Bank-Non Bank	NOVEMBER CONVERGE CC FEES	3.16	6192
			Total Department 13-00 FIRE DEPARTMENT	34,638.14	
Department: 13-18 EMERGENCY SERVICES					
100-13-18-439000	CONTRACT MAINTENANCE	City of Eden Prairie	FENCING CONSORTIUM 2026 DUES	8,384.00	114630
			Total Department 13-18 EMERGENCY SERVICES	8,384.00	
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
100-20-20-420000	Office Supplies	CES Imaging	MONTHLY FEE	75.00	114551
100-20-20-420000	Office Supplies	Greenhaven Printing	BUSINESS CARDS	74.44	6067

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

Type text here

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
100-20-20-420000	Office Supplies	Innovative Office Solution	DECEMBER OFFICE SUPPLIES	73.38	6175
100-20-20-423000	Vehicle Supplies & Mainten	License Center-Non Bank	PW TAB RENEWALS	191.25	6189
Total Department 20-20 PUBLIC WORKS ADMINISTRATION				414.07	
Department: 20-21 STREET DEPARTMENT					
100-20-21-423000	Vehicle Supplies & Mainten	License Center-Non Bank	PW TAB RENEWALS	403.75	6189
100-20-21-424000	Operating Supplies	CITY OF ST. PAUL	RADIO SHOP MAINTENANCE & SERVICES	410.00	114535
100-20-21-424000	Operating Supplies	CITY OF ST. PAUL	ASPHALT PATCHING MATERIAL	551.32	114577
100-20-21-424000	Operating Supplies	Compass Minerals America,	HWY DEICING ROCK SALT	43,346.14	114631
100-20-21-424000	Operating Supplies	GRAINGER	SIGN HARDWARE	125.70	114536
100-20-21-424000	Operating Supplies	K-Tech Specialty Coating,	BEET HEET CONCENTRATE	2,861.99	114647
100-20-21-424000	Operating Supplies	K-Tech Specialty Coating,	BEET HEET CONCENTRATE	2,034.94	114647
100-20-21-424000	Operating Supplies	Precise MRM, LLC	10 MB FLAT DATA PLAN US WITH NAF	736.00	6090
100-20-21-439000	CONTRACT MAINTENANCE	PRECISION LANDSCAPE & TREE	TREE REMOVAL - 2871 LEXINGTON PL N	329.00	114626
Total Department 20-21 STREET DEPARTMENT				50,798.84	
Department: 20-22 STREET LIGHTING					
100-20-22-439000	CONTRACT MAINTENANCE	Forest Lake Contracting, I	REPLACE BATTERY - HAMLINE & GARDEN PE	837.50	6181
Total Department 20-22 STREET LIGHTING				837.50	
Department: 20-30 VEHICLE MAINTENANCE					
100-20-30-421000	Motor Fuel	Mansfield Oil Company of G	DIESEL MOTOR FUEL	10,587.60	114640
100-20-30-421000	Motor Fuel	Mansfield Oil Company of G	UNLEADED MOTOR FUEL	7,331.49	114640
100-20-30-421000	Motor Fuel	MN Dept of Revenue-Non Ban	NOVEMBER FUEL TAX	460.15	6187
100-20-30-422000	Clothing	Cintas Corporation	UNIFORM	43.76	114634
100-20-30-422000	Clothing	Cintas Corporation	UNIFORM	162.52	114634
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	BATTERIES	281.78	6162
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	RADIATOR	134.71	6162
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	SERPENTINE BELT	50.79	6162
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	MOTOR AND PUMP ASSEMBLY	49.70	6162
100-20-30-423000	Vehicle Supplies & Mainten	GRAINGER	QUICK CONNECT COUPLER	77.61	114612
100-20-30-423000	Vehicle Supplies & Mainten	GRAINGER	WEB SLING FLAT EYE 16 FTL, 6,400 LB C	107.66	114536
100-20-30-423000	Vehicle Supplies & Mainten	MCMaster-CARR	WHEEL BRUSH FOR BENCH AND PEDESTAL GR	71.65	114537
100-20-30-423000	Vehicle Supplies & Mainten	MCMaster-CARR	CABLE AND HARDWARE	243.03	114614
100-20-30-437000	Contract Maint. - Vehicles	Astleford International	SINGLE AXLE PLOW TRUCK REPAIR	4,825.09	114617
Total Department 20-30 VEHICLE MAINTENANCE				24,427.54	
Department: 23-00 BUILDING MAINTENANCE					
100-23-00-424000	Op Supplies-City Hall	CL Bensen Company, Inc.	DP40-STD2-205 24X24X2 PLEATED	185.52	114610
100-23-00-430000	Professional Services	McGough Property Managemen	11/2025 EXPENSES	2,589.36	6068
100-23-00-430000	Professional Services	McGough Property Managemen	MANAGEMENT FEE	3,487.44	6179
100-23-00-436001	Utilities-City Hall	DG Minnesota CS 2021, LLC	SOLAR PRODUCTION - NOV 2025	1,717.15	6078
100-23-00-436001	Utilities-City Hall	Xcel Energy	51-5185469-0	7,897.93	6168
100-23-00-436003	Utilities-City Garage	Xcel Energy	51-5185469-0	6,485.03	6168
100-23-00-439003	Contract Maint.- City Gara	LANDMARK METAL INNOVATIONS	FUEL CANOPY REPAIRS	12,500.00	114661
100-23-00-439010	Contract Maint. - HVAC	Yale Mechanical	INSPECTED UNIT AND FOUND THE INDUCER	372.00	6069
100-23-00-439010	Contract Maint. - HVAC	Yale Mechanical	UTILIZED MAINTENANCE HOURS UPGRADING	1,415.00	6069
100-23-00-439011	Fiber Maint. & Locates	Arvig, Inc.	FIBER MAINTENANCE	287.56	114642
100-23-00-439011	Fiber Maint. & Locates	Arvig, Inc.	FIBER MAINTENANCE	283.31	114556
100-23-00-439011	Fiber Maint. & Locates	Zayo Group LLC	CITY FIBER SERVICES	4,553.52	114639
Total Department 23-00 BUILDING MAINTENANCE				41,773.82	
Total Fund 100 General Fund				1,407,963.12	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 103 Contracted Engineering Svcs					
Department: 20-00 PUBLIC WORKS GENERAL					
103-20-00-382908	Right of Way Permit	UNIVERSAL SERVICES	REFUND ROW FEES	2,188.00	114566
103-20-00-420000	Office Supplies	DEFINITIVE TECHNOLOGY SOLU	WASTE TONER FOR PUBLIC WORKS GARAGE P	112.50	114606
103-20-00-448600	Credit Card Fees	US Bank-Non Bank	NOVEMBER CONVERGE CC FEES	56.88	6192
Total Department 20-00 PUBLIC WORKS GENERAL				2,357.38	
Total Fund 103 Contracted Engineering Svcs				2,357.38	
Fund: 200 Recreation Fund					
Department: 00-00 GENERAL					
200-00-00-209000	Sales Tax Payable	MN Dept of Revenue-Non Ban	SALES TAX - NOVEMBER	7,020.45	6187
Total Department 00-00 GENERAL				7,020.45	
Department: 40-40 RECREATION ADMINISTRATION					
200-40-40-420000	Office Supplies	Greenhaven Printing	BUSINESS CARDS	148.89	6067
200-40-40-432000	Transportation	Carrie Anderson	CARRIE MILEAGE 2ND HALF 2025	261.59	6080
200-40-40-432000	Transportation	Deon Haider	MILEAGE	228.55	6082
200-40-40-432000	Transportation	Deon Haider	MILEAGE	172.90	6082
200-40-40-432000	Transportation	Josh Thygesen	MILEAGE	144.90	6079
200-40-40-442000	Memberships & Subscription	MRPA	2026 MRPA MEMBERSHIP	2,045.00	114616
Total Department 40-40 RECREATION ADMINISTRATION				3,001.83	
Department: 40-41 RECREATION FEE PROGRAMS					
200-40-41-424000-PR0212	Operating Supplies	Taho Sportswear, Inc.	ADULT FALL SOFTBALL REGULAR SEASON CH	498.80	6087
200-40-41-424000-PR0212	Operating Supplies	Taho Sportswear, Inc.	ADULT FALL SOFTBALL PLAYOFF CHAMPION	611.60	6087
200-40-41-424000-PR0212	Operating Supplies	Team Sideline, Inc.	ROSEVILLE PARKS & RECREATION TEAMSIDE	749.00	114589
200-40-41-424000-PR0212	Operating Supplies	Universal Athletic, LLC	END OF YEAR SOFTBALL ORDER (COMBINED)	4,613.00	114588
200-40-41-424000-PR0220	Operating Supplies	Taho Sportswear, Inc.	ADULT FALL VOLLEYBALL CHAMPION SHIRT	660.50	6087
200-40-41-424000-PR0250	Operating Supplies	GOPHER SPORT- CC	YOUTH FALL SOCCER BALL ORDER - 2025	1,227.90	114599
200-40-41-424000-PR0250	Operating Supplies	GOPHER SPORT- CC	YOUTH FALL SOCCER POP UP GOALS - 2025	809.08	114583
200-40-41-430000-PR0202	Professional Services	Willie McCray	ADULT MEN'S BASKETBALL REFEREE PAYMEN	1,580.00	6073
200-40-41-430000-PR0220	Professional Services	Metro Volleyball Officials	ADULT VOLLEYBALL REFEREE PAYMENT	3,400.00	6085
200-40-41-430000-PR0270	Professional Services	Elizabeth Fletcher	NOV-DEC THURSDAY YOGA CLASS PAYMENT	595.00	6077
200-40-41-430000-PR0270	Professional Services	Lois Cunningham	NOV-DEC YOGA PAYMENT (THURSDAY)	163.80	6076
200-40-41-430000-PR0290	Professional Services	Anderson Race Management	RUN FOR THE ROSES DEPOSIT	800.00	114643
200-40-41-430000-PR0290	Professional Services	Fulton Productions	DJ - RUN FOR THE ROSES	725.00	114652
Total Department 40-41 RECREATION FEE PROGRAMS				16,433.68	
Department: 40-42 RECREATION NON FEE PROGRAMS					
200-40-42-430000-PR0110	Professional Services	Swank Motion Pictures, Inc	ROLL IN MOVIE	2,618.46	114641
200-40-42-438000	Rental	On Site Companies-OSSTC	ACORN PORTABLE	15.00	114578
200-40-42-438000	Rental	On Site Companies-OSSTC	DECEMBER-JANUARY PORTABLES	885.00	114538
200-40-42-438000	Rental	On Site Companies-OSSTC	BURNT PORTABLE AT EVERGREEN REPLACEME	250.00	114538
Total Department 40-42 RECREATION NON FEE PROGRAMS				3,768.46	
Department: 40-50 NATURE CENTER					
200-40-50-424000-PR0119	Operating Supplies	TERRANCE JOHN VRUNO	REPAIRS MADE TO HANC TAXIDERMY	1,955.00	114565
200-40-50-436000-PR0119	Utilities	Xcel Energy	51-5185470-3	1,031.77	6169
Total Department 40-50 NATURE CENTER				2,986.77	
Department: 40-53 SKATING CENTER					
200-40-53-373200-PR5507	Figure Skating School	ANJALI HARTY	REFUND SKATE SCHOOL	202.00	114662
200-40-53-373500-PR5505	Daily Skating	Action Sports of MN, Inc.	DEPOSIT SKATEBOARD CAMP	1,200.00	114581
200-40-53-412000	Temporary Employees	ALLEN, BRYAN	ANNOUNCING SERVICES-MINOR OFFICIAL	200.00	114597
200-40-53-412000	Temporary Employees	Andrew Knutson	SCORECLOCK SERVICES-MINOR OFFICIAL	560.00	114594

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					
200-40-53-412000	Temporary Employees	Guilder, Joe Van	PAYMENT FOR ANNOUNCING SERVICES	1,000.00	114590
200-40-53-412000	Temporary Employees	Keeley, Lissa	SCORECLOCK SERVICES-MINOR OFFICIAL	245.00	114593
200-40-53-424000	Operating Supplies	Becker Arena Products, Inc	SKATE RACK STORAGE	1,670.00	6161
200-40-53-424000	Operating Supplies	GRAINGER	DOOR HOLDER	327.92	114612
200-40-53-424000	Operating Supplies	GRAINGER	DOOR STOP	195.50	114612
200-40-53-424000	Operating Supplies	GRAINGER	DOOR HOLDER	327.92	114536
200-40-53-424000	Operating Supplies	SHERWIN-WILLIAMS COMPANY	BUTYL ELIMINATOR	237.91	114545
200-40-53-424000	Operating Supplies	Twin City Filter Service,	FILTERS	613.96	114544
200-40-53-424000-PR5507	Operating Supplies	ISI	BADGES	6.00	114619
200-40-53-424000-PR5512	Operating Supplies	Shamrock Group, Inc.	CONCESSSION SUPPLIES	120.09	114637
200-40-53-425000-PR5512	Merchandise for Sale	ST. CROIX COFFEE & TEA COM	COFFEE AND OTHER CONCESSION SUPPLIES	343.70	114563
200-40-53-425000-PR5512	Merchandise for Sale	Watson Company	CONCESSIONS SUPPLIES	467.80	114635
200-40-53-425000-PR5512	Merchandise for Sale	Watson Company	CONCESSION SUPPLIES	397.00	114635
200-40-53-425000-PR5512	Merchandise for Sale	Watson Company	CONCESSION SUPPLIES	703.37	114635
200-40-53-436000	Utilities	DG Minnesota CS 2021, LLC	SOLAR PRODUCTION - NOV 2025	466.72	6078
200-40-53-436000	Utilities	Xcel Energy	51-5185473-6	32,270.07	6062
200-40-53-438000	Rental	Airgas USA, LLC	GAS CYLINDER RENTAL	7.50	6064
200-40-53-442000	Memberships & Subscription	Comcast	CABLE	58.85	114625
200-40-53-442000	Memberships & Subscription	MRPA	2026 MRPA MEMBERSHIP	390.00	114616
Total Department 40-53 SKATING CENTER				42,011.31	
Total Fund 200 Recreation Fund				75,222.50	
Fund: 204 PARK MAINTENANCE					
Department: 40-43 RECREATION MAINTENANCE					
204-40-43-424000	Operating Supplies	Safety Kleen Systems, Inc.	20G PARTS WASHER SERVICE-SOLVENT, FEE	307.95	6165
204-40-43-424000	Operating Supplies	Tessman Company	50# BAG ICE MELT	496.50	6176
204-40-43-424000	Operating Supplies	Uline	72x30" FOLDING TABLE	1,230.39	6178
204-40-43-430000	Professional Services	Brin Glass Service	REPLACE BROKEN WINDOW UNIT AT LEXINGT	1,480.00	114618
204-40-43-430000	Professional Services	Total Tool	2025 ANNUAL CRANE AND HOIST INSPECTIO	260.00	6172
204-40-43-430000-PR0400	Professional Services	PRECISION LANDSCAPE & TREE	TREE PRUNING AND REMOVAL, STUMP GRIND	1,298.00	114626
204-40-43-430000-PR0400	Professional Services	PRECISION LANDSCAPE & TREE	TREE REMOVAL - 2540 LEXINGTON AVE N	411.25	114626
204-40-43-431000	Telephone	Verizon	DATA S NOVEMBER 26 - DECEMBER 26- AC	355.88	114648
204-40-43-431000-PR0627	Telephone	Verizon	DATA S NOVEMBER 26 - DECEMBER 26- AC	35.01	114648
204-40-43-442000	Memberships & Subscription	MRPA	2026 MRPA MEMBERSHIP	195.00	114616
Total Department 40-43 RECREATION MAINTENANCE				6,069.98	
Total Fund 204 PARK MAINTENANCE				6,069.98	
Fund: 221 Municipal Jazz Band					
Department: 40-45 BIG BAND ACTIVITIES					
221-40-45-430000	Professional Services	FREDERICK MELVIN BALLEW IV	BIG BAND DECEMBER DIRECTOR PAYMENT	250.00	6094
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					
260-56-17-322000	Technology Fee	TJB HOMES INC.	SAC FEE REFUND	2,485.00	114663
260-56-17-420000	Office Supplies	Innovative Office Solution	DECEMBER OFFICE SUPPLIES	12.20	6175
260-56-17-423000	Vehicle Supplies & Mainten	License Center-Non Bank	PD AND CD TAB RENEWALS	127.50	6189
260-56-17-430007	Electrical Inspections	Stephen Tokle Inspections,	DEC 2025 TOKLE PAYMENTS	10,389.96	114595
260-56-17-431000	Telephone	Verizon	DATA S NOVEMBER 26 - DECEMBER 26- AC	38.41	114648
260-56-17-448600	Credit Card Fees	US Bank-Non Bank	NOVEMBER CONVERGE CC FEES	3,239.24	6192

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 260 Community Development					
Department: 56-17 BUILDING PERMITS & INSPECTIONS					
260-56-17-448600	Credit Card Fees	US Bank-Non Bank	NOVEMBER CONVERGE CC FEES	220.91	6192
		Total Department 56-17 BUILDING PERMITS & INSPECTIONS		16,513.22	
Department: 56-57 PLANNING DEPARTMENT					
260-56-57-420000	Office Supplies	Greenhaven Printing	BUSINESS CARDS	37.22	6067
260-56-57-420000	Office Supplies	National Awards & Fine Gif	NAME TAGS	32.17	114554
		Total Department 56-57 PLANNING DEPARTMENT		69.39	
		Total Fund 260 Community Development		16,582.61	
Fund: 265 License Center					
Department: 00-00 GENERAL					
265-00-00-209000	Sales Tax Payable	MN Dept of Revenue-Non Ban	SALES TAX - NOVEMBER	2,392.00	6187
		Total Department 00-00 GENERAL		2,392.00	
Department: 05-00 DEPUTY REGISTER					
265-05-00-410008	workers Comp Indemnity	SFM-Non Bank	CLAIMS AND INDEMNITY	2,086.12	6186
265-05-00-420000	Office Supplies	Innovative Office Solution	DECEMBER OFFICE SUPPLIES	239.33	6175
265-05-00-424000	Operating Supplies	Innovative Office Solution	DECEMBER OFFICE SUPPLIES	494.80	6175
265-05-00-430000	Professional Services	McGough Property Managemen	MANAGEMENT FEE	475.56	6179
265-05-00-431000	Telephone	CenturyLink	TELEPHONE	254.08	114540
265-05-00-432000	Transportation	Alex Frederick	MILEAGE REIMBURSEMENT	215.60	6083
265-05-00-432000	Transportation	Amy Kolasa	MILEAGE REIMBURSEMENT	25.90	6072
265-05-00-432000	Transportation	Elsa Barreda	MILEAGE REIMBURSEMENT	46.20	6093
265-05-00-432000	Transportation	Kari Leverty	MILEAGE REIMBURSEMENT	33.60	6081
265-05-00-432000	Transportation	Mary Dracy	MILEAGE REIMBURSEMENT	165.20	6063
265-05-00-432000	Transportation	OLAFSON, JENNIFER	MILEAGE REIMBURSEMENT	280.70	6084
265-05-00-432000	Transportation	Steven Bickel	MILEAGE REIMBURSEMENT	230.30	6091
265-05-00-436000	Utilities	Xcel Energy	51-5185478-1	1,182.81	6170
265-05-00-439000	CONTRACT MAINTENANCE	McGough Property Managemen	TENANT BILLBACKS REPAIR GATE	95.00	6068
265-05-00-442000	Memberships & Subscription	MDRA-MN Deputy Registrars	2026 MEMBERSHIP DUES	1,210.00	114584
265-05-00-443500	Minor Equipment	SHI International Corp	PRINTER	325.12	114620
265-05-00-448000	Miscellaneous	Shred-N-Go, Inc.	LICENSE CENTER SHREDDING THRU DEC	157.30	114650
		Total Department 05-00 DEPUTY REGISTER		7,517.62	
		Total Fund 265 License Center		9,909.62	
Fund: 400 Equipment Revolving					
Department: 10-00 POLICE DEPARTMENT					
400-10-00-453000	Other Improvements	PEPPERBALL.COM-CC	PEPPERBALL LAUNCHER AND SUPPLIES - LE	3,252.00	114534
		Total Department 10-00 POLICE DEPARTMENT		3,252.00	
		Total Fund 400 Equipment Revolving		3,252.00	
Fund: 401 Fire Equipment					
Department: 13-00 FIRE DEPARTMENT					
401-13-00-443500	Minor Equipment	HAIX NORTH AMERICA	BOOTS	1,300.00	114659
401-13-00-453000	Other Improvements	Brothers Fire & Security	NEW STATION KEY PADS	2,780.00	114636
401-13-00-453000	Other Improvements	HAIX NORTH AMERICA	BOOTS	6.00	114659
401-13-00-453000	Other Improvements	MacQueen Equipment	CIP PPE	8,472.00	6061
		Total Department 13-00 FIRE DEPARTMENT		12,558.00	
		Total Fund 401 Fire Equipment		12,558.00	
Fund: 409 CENTRAL SERVICES FUND					

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 409 CENTRAL SERVICES FUND					
Department: 08-00 CENTRAL SERVICES					
409-08-00-438100	Rental-Copier Machines	Definitive Technology	Solu COPIER RENTAL	3,296.52	114649
			Total Department 08-00 CENTRAL SERVICES	3,296.52	
			Total Fund 409 CENTRAL SERVICES FUND	3,296.52	
Fund: 411 Recreation Improvements					
Department: 40-40 RECREATION ADMINISTRATION					
411-40-40-453000-PR2318	Recreation Improvements	Midwest Groundcover	INSTALL WOOD FIBER AT AUTUMN GROVE	2,150.00	114654
			Total Department 40-40 RECREATION ADMINISTRATION	2,150.00	
			Total Fund 411 Recreation Improvements	2,150.00	
Fund: 583 TIF DISTRICT #21 - CPC REDEVELOPMENT					
Department: 57-00 EDA - GENERAL					
583-57-00-448002	Administrative Charge TIF	Ehlers & Associates, Inc.	TIF ADVISING	582.00	114542
583-57-00-448002	Administrative Charge TIF	Ehlers & Associates, Inc.	TIF ADMIN	20.31	114542
			Total Department 57-00 EDA - GENERAL	602.31	
			Total Fund 583 TIF DISTRICT #21 - CPC REDEVELOPMENT	602.31	
Fund: 585 TIF District #17-Twin Lakes					
Department: 57-00 EDA - GENERAL					
585-57-00-448002	ADMINISTRATIVE CHARGE TIF	Ehlers & Associates, Inc.	TIF ADVISING	582.00	114542
585-57-00-448002	ADMINISTRATIVE CHARGE TIF	Ehlers & Associates, Inc.	TIF ADMIN	20.31	114542
			Total Department 57-00 EDA - GENERAL	602.31	
			Total Fund 585 TIF District #17-Twin Lakes	602.31	
Fund: 586 TIF #18 Sienna Green					
Department: 57-00 EDA - GENERAL					
586-57-00-448002	ADMINISTRATIVE CHARGE TIF	Ehlers & Associates, Inc.	TIF ADVISING	582.00	114542
			Total Department 57-00 EDA - GENERAL	582.00	
			Total Fund 586 TIF #18 Sienna Green	582.00	
Fund: 588 TIF District #20: McGough					
Department: 57-00 EDA - GENERAL					
588-57-00-448002	Administrative Charge TIF	Ehlers & Associates, Inc.	TIF ADVISING	582.00	114542
588-57-00-448002	Administrative Charge TIF	Ehlers & Associates, Inc.	TIF ADMIN	20.32	114542
			Total Department 57-00 EDA - GENERAL	602.32	
			Total Fund 588 TIF District #20: McGough	602.32	
Fund: 589 TIF District #22 Twin Lakes II					
Department: 57-00 EDA - GENERAL					
589-57-00-448002	Administrative Charge TIF	Ehlers & Associates, Inc.	TIF ADVISING	582.00	114542
589-57-00-448002	Administrative Charge TIF	Ehlers & Associates, Inc.	TIF ADMIN	20.31	114542
			Total Department 57-00 EDA - GENERAL	602.31	
			Total Fund 589 TIF District #22 Twin Lakes II	602.31	
Fund: 600 Sanitary Sewer					
Department: 00-00 GENERAL					
600-00-00-202000	Accounts Payable	AMY LIEBERMAN	UB refund for account: 014072-000	1.41	114576
600-00-00-202000	Accounts Payable	AMY LIEBERMAN	UB refund for account: 014072-000	5.76	114576
600-00-00-202000	Accounts Payable	BRUCE HILL	UB refund for account: 012753-000	1.08	114574

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	BRUCE HILL	UB refund for account: 012753-000	4.41	114574
600-00-00-202000	Accounts Payable	BUILDERS LOT GROUP LLC	UB refund for account: 026826-000	87.81	114670
600-00-00-202000	Accounts Payable	CARL WULF	UB refund for account: 026048-000	3.67	114669
600-00-00-202000	Accounts Payable	CARL WULF	UB refund for account: 026048-000	11.74	114669
600-00-00-202000	Accounts Payable	D R DAY	UB refund for account: 005707-000	0.50	114572
600-00-00-202000	Accounts Payable	D R DAY	UB refund for account: 005707-000	7.28	114572
600-00-00-202000	Accounts Payable	DARRYL GALLUSH	UB refund for account: 001115-001	12.24	114568
600-00-00-202000	Accounts Payable	DEBRA DANIELSON	UB refund for account: 011995-000	0.52	114607
600-00-00-202000	Accounts Payable	DEBRA DANIELSON	UB refund for account: 011995-000	5.45	114607
600-00-00-202000	Accounts Payable	JOHN RIDLEY	UB refund for account: 003891-000	2.87	114666
600-00-00-202000	Accounts Payable	JOSEPH GLASNOVICH	UB refund for account: 022499-000	4.90	114567
600-00-00-202000	Accounts Payable	JOSEPH GLASNOVICH	UB refund for account: 022499-000	10.01	114567
600-00-00-202000	Accounts Payable	KAREN HITES	UB refund for account: 009236-000	3.16	114571
600-00-00-202000	Accounts Payable	KAREN HITES	UB refund for account: 009236-000	10.66	114571
600-00-00-202000	Accounts Payable	KIM FLYNN	UB refund for account: 013066-000	2.45	114575
600-00-00-202000	Accounts Payable	KIM FLYNN	UB refund for account: 013066-000	7.39	114575
600-00-00-202000	Accounts Payable	MATTHEW BASICH	UB refund for account: 009768-000	13.08	114569
600-00-00-202000	Accounts Payable	MATTHEW BASICH	UB refund for account: 009768-000	41.87	114569
600-00-00-202000	Accounts Payable	MICHAEL & CHELSEY FAVRETTO	UB refund for account: 020079-000	0.91	114573
600-00-00-202000	Accounts Payable	MICHAEL & CHELSEY FAVRETTO	UB refund for account: 020079-000	1.33	114573
600-00-00-202000	Accounts Payable	NEETI NARAYAN & YASHODHARM	UB refund for account: 025236-000	2.18	114665
600-00-00-202000	Accounts Payable	NEETI NARAYAN & YASHODHARM	UB refund for account: 025236-000	6.97	114665
600-00-00-202000	Accounts Payable	PAULETTE KUBESH	UB refund for account: 009717-000	67.16	114608
600-00-00-202000	Accounts Payable	SHIRLEY LENTSCH	UB refund for account: 000474-000	8.11	114667
600-00-00-202000	Accounts Payable	STORMY SORVAAG	UB refund for account: 023966-000	8.72	114664
600-00-00-202000	Accounts Payable	STORMY SORVAAG	UB refund for account: 023966-000	9.96	114664
Total Department 00-00 GENERAL				343.60	
Department: 50-00 SANITARY SEWER					
600-50-00-423000	Vehicle Supplies & Mainten	License Center-Non Bank	PW TAB RENEWALS	106.25	6189
600-50-00-436000	Utilities	Xcel Energy	51-0011038709-9	2,129.93	6171
600-50-00-438000	Rental	Railroad Management Co. II	8" SANITARY SEWER PIPELINE CROSSING 4	458.76	114632
600-50-00-439000	CONTRACT MAINTENANCE	NORTHLAND FENCE	FENCE REPAIR 1716 ST ALBANS	1,580.00	114653
600-50-00-445000	Metro Waste Control Board	City of Lauderdale	YEARLY SEWER REIMBURSEMENT - 2500 COU	3,084.77	114627
600-50-00-445000	Metro Waste Control Board	Metropolitan Council	WASTE WATER SERVICES	311,124.02	6086
600-50-00-448600	Credit Card Fees	AMERICAN EXPRESS - NON-BAN	NOVEMBER AMERICAN EXPRESS CC FEES	1,055.79	6197
600-50-00-448600	Credit Card Fees	CHASE PAYMENTECH - NON-BAN	NOVEMBER PAYMENTECH CC FEES	7,977.03	6196
600-50-00-448600	Credit Card Fees	INVOICE CLOUD	DECEMBER INVOICE AND CC PROCESSING FE	4,493.71	6184
600-50-00-453000	Other Improvements	MILBANK WINWATER WORKS	MUELLER PROJECT MANAGEMENT 1/2 YEAR	7,317.98	114658
600-50-00-453000	Other Improvements	MILBANK WINWATER WORKS	(LABOR-COLLECTOR1)	19,000.02	114658
600-50-00-453000-PW2506	Other Improvements	INSITUFORM TECHNOLOGIES US	2025 SEWER LINING PROJECT 25-06	309,523.46	114553
600-50-00-453000-PW2506	Other Improvements	INSITUFORM TECHNOLOGIES US	2025 SEWER LINING PROJECT 25-06	550,041.48	114553
600-50-00-453000-PW2512	Other Improvements	Bolton & Menk, Inc.	COHANSEY LIFT STATION REHAB	3,485.50	114628
600-50-00-453000-PW2516	Other Improvements	Bolton & Menk, Inc.	10-YEAR CIP LIFT STATION ANALYSIS	4,186.90	114628
Total Department 50-00 SANITARY SEWER				1,225,565.60	
Total Fund 600 Sanitary Sewer				1,225,909.20	
Fund: 610 Water Fund					
Department: 00-00 GENERAL					
610-00-00-202000	Accounts Payable	AMY LIEBERMAN	UB refund for account: 014072-000	0.32	114576
610-00-00-202000	Accounts Payable	AMY LIEBERMAN	UB refund for account: 014072-000	5.84	114576
610-00-00-202000	Accounts Payable	BRUCE HILL	UB refund for account: 012753-000	0.24	114574

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	BRUCE HILL	UB refund for account: 012753-000	4.48	114574
610-00-00-202000	Accounts Payable	BUILDERS LOT GROUP LLC	UB refund for account: 026826-000	89.31	114670
610-00-00-202000	Accounts Payable	BUILDERS LOT GROUP LLC	UB refund for account: 026826-000	4.79	114670
610-00-00-202000	Accounts Payable	CARL WULF	UB refund for account: 026048-000	0.20	114669
610-00-00-202000	Accounts Payable	CARL WULF	UB refund for account: 026048-000	0.15	114669
610-00-00-202000	Accounts Payable	CARL WULF	UB refund for account: 026048-000	0.59	114669
610-00-00-202000	Accounts Payable	CARL WULF	UB refund for account: 026048-000	0.65	114669
610-00-00-202000	Accounts Payable	CARL WULF	UB refund for account: 026048-000	0.03	114669
610-00-00-202000	Accounts Payable	CARL WULF	UB refund for account: 026048-000	0.35	114669
610-00-00-202000	Accounts Payable	CARL WULF	UB refund for account: 026048-000	5.49	114669
610-00-00-202000	Accounts Payable	CARL WULF	UB refund for account: 026048-000	0.22	114669
610-00-00-202000	Accounts Payable	CARL WULF	UB refund for account: 026048-000	11.92	114669
610-00-00-202000	Accounts Payable	CARL WULF	UB refund for account: 026048-000	0.60	114669
610-00-00-202000	Accounts Payable	D R DAY	UB refund for account: 005707-000	0.40	114572
610-00-00-202000	Accounts Payable	D R DAY	UB refund for account: 005707-000	7.40	114572
610-00-00-202000	Accounts Payable	DARRYL GALLUSH	UB refund for account: 001115-001	18.37	114568
610-00-00-202000	Accounts Payable	DEBRA DANIELSON	UB refund for account: 011995-000	0.30	114607
610-00-00-202000	Accounts Payable	DEBRA DANIELSON	UB refund for account: 011995-000	5.54	114607
610-00-00-202000	Accounts Payable	JOHN RIDLEY	UB refund for account: 003891-000	2.92	114666
610-00-00-202000	Accounts Payable	JOSEPH GLASNOVICH	UB refund for account: 022499-000	0.55	114567
610-00-00-202000	Accounts Payable	JOSEPH GLASNOVICH	UB refund for account: 022499-000	10.17	114567
610-00-00-202000	Accounts Payable	KAREN HITES	UB refund for account: 009236-000	0.59	114571
610-00-00-202000	Accounts Payable	KAREN HITES	UB refund for account: 009236-000	10.83	114571
610-00-00-202000	Accounts Payable	KIM FLYNN	UB refund for account: 013066-000	0.41	114575
610-00-00-202000	Accounts Payable	KIM FLYNN	UB refund for account: 013066-000	7.51	114575
610-00-00-202000	Accounts Payable	MATTHEW BASICH	UB refund for account: 009768-000	2.33	114569
610-00-00-202000	Accounts Payable	MATTHEW BASICH	UB refund for account: 009768-000	42.49	114569
610-00-00-202000	Accounts Payable	MAXFIELD ROTERT & HANNAH Z	UB refund for account: 024739-000	24.32	114570
610-00-00-202000	Accounts Payable	MICHAEL & CHELSEY FAVRETTO	UB refund for account: 020079-000	0.07	114573
610-00-00-202000	Accounts Payable	MICHAEL & CHELSEY FAVRETTO	UB refund for account: 020079-000	1.36	114573
610-00-00-202000	Accounts Payable	NEETI NARAYAN & YASHODHARM	UB refund for account: 025236-000	0.38	114665
610-00-00-202000	Accounts Payable	NEETI NARAYAN & YASHODHARM	UB refund for account: 025236-000	7.10	114665
610-00-00-202000	Accounts Payable	PAULETTE KUBESH	UB refund for account: 009717-000	100.37	114608
610-00-00-202000	Accounts Payable	SHIRLEY LENTSCH	UB refund for account: 000474-000	12.62	114667
610-00-00-202000	Accounts Payable	SIBET RENOVATIONS LLC	UB refund for account: 027015-000	12.41	114668
610-00-00-202000	Accounts Payable	STORMY SORVAAG	UB refund for account: 023966-000	0.55	114664
610-00-00-202000	Accounts Payable	STORMY SORVAAG	UB refund for account: 023966-000	13.05	114664
610-00-00-202000	Accounts Payable	STORMY SORVAAG	UB refund for account: 023966-000	10.12	114664
610-00-00-209000	Sales Tax Payable	MN Dept of Revenue-Non Ban	SALES TAX - NOVEMBER	5,086.32	6187
Total Department 00-00 GENERAL				5,503.66	
Department: 51-00 WATER FUND					
610-51-00-370000	Water-Roseville	MN Dept of Revenue-Non Ban	SALES TAX - NOVEMBER	0.00	6187
610-51-00-423000	Vehicle Supplies & Mainten	License Center-Non Bank	PW TAB RENEWALS	191.25	6189
610-51-00-424000	Operating Supplies	AMRIZE MIDWEST INC	AGGREGATE FEE SELECT GRANULAR 1"	4,341.12	114598
610-51-00-424000	Operating Supplies	Cemstone Products Co, Inc.	DIESEL FUEL SURCHARGE CONCRETE	2,495.50	114579
610-51-00-424000	Operating Supplies	MILBANK WINWATER WORKS	MINODE-6 W/25' NICOR (MUELLER RADIO 2	15,489.95	114658
610-51-00-424000	Operating Supplies	SUPERIOR SAND AND GRAVEL I	WATER BREAK SPOILS DISPOSAL	5,460.00	114657
610-51-00-430000	Professional Services	Twin City Water Clinic, In	NOVEMBER DISTRIBUTION SAMPLES	680.00	114539
610-51-00-430000	Professional Services	Water Conservation Service	WATER LEAK LOCATE 1255 ELDRIDGE AVE./	783.40	114548
610-51-00-430000	Professional Services	Water Conservation Service	WATER LEAK LOCATE 241 LARPENTER AVE.	375.60	114633
610-51-00-431000	Telephone	T Mobile	ACCOUNT #967323231, MOBILE # 651-417-	35.99	114560

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 610 Water Fund					
Department: 51-00 WATER FUND					
610-51-00-439000	CONTRACT MAINTENANCE	Valley Rich Co., Inc.	1895 RICE ST/ROSEVILLE WATER MAIN REP	10,065.33	114582
610-51-00-442000	Memberships & Subscription	SUSA	2026 MEMBERSHIP APPLICATION	150.00	114609
610-51-00-443600	Software Operating Charges	Comcast	706 SHRYER ETHERNET	522.45	114624
610-51-00-444000	St.Paul water	St. Paul Regional Water Se	MONTHLY WATER BILL	537,863.02	114629
Total Department 51-00 WATER FUND				578,453.61	
Total Fund 610 Water Fund				583,957.27	
Fund: 620 Golf Course					
Department: 00-00 GENERAL					
620-00-00-209000	Sales Tax Payable	MN Dept of Revenue-Non Ban	SALES TAX - NOVEMBER	2,581.09	6187
620-00-00-209001	Use Tax Payable	MN Dept of Revenue-Non Ban	SALES TAX - NOVEMBER	89.14	6187
620-00-00-209001	Use Tax Payable	Xcel Energy	51-5185467-8	(94.85)	6167
Total Department 00-00 GENERAL				2,575.38	
Department: 52-51 CEDARHOLM GOLF COURSE					
620-52-51-382100	Building Rental	AMY CULP	DAMAGE DEPOSIT REFUND FOR 11/21/25 RE	200.00	114605
620-52-51-382100	Building Rental	ANN MARIE DICKSON	DAMAGE DEPOSIT REFUND FOR CEDARHOLM R	200.00	114600
620-52-51-382100	Building Rental	JOSHUA MUWEMA	DAMAGE DEPOSIT REFUND FOR 12/12/25 RE	200.00	114604
620-52-51-423000	Vehicle Supplies & Mainten	MTI Distributing, Inc.	DECK CHAMBER SVC, BLADE SVC PACK, SEA	1,825.46	6164
620-52-51-424000	Operating Supplies	GRAINGER	SHOP SUPPLIES	458.45	114612
620-52-51-424000	Operating Supplies	Uline	OPERATING SUPPLIES	472.47	6089
620-52-51-436000	Utilities	Xcel Energy	51-5185467-8	1,474.49	6167
620-52-51-439000	CONTRACT MAINTENANCE	CENTRAL MCGOWAN, INC.	REFILL OF BULK CO2 TANK	131.98	114596
620-52-51-439000	CONTRACT MAINTENANCE	CENTRAL MCGOWAN, INC.	BULK CO2 TANK RENTAL	53.00	114596
Total Department 52-51 CEDARHOLM GOLF COURSE				5,015.85	
Total Fund 620 Golf Course				7,591.23	
Fund: 640 Storm Drainage					
Department: 00-00 GENERAL					
640-00-00-202000	Accounts Payable	AMY LIEBERMAN	UB refund for account: 014072-000	3.43	114576
640-00-00-202000	Accounts Payable	BRUCE HILL	UB refund for account: 012753-000	2.63	114574
640-00-00-202000	Accounts Payable	BUILDERS LOT GROUP LLC	UB refund for account: 026826-000	52.45	114670
640-00-00-202000	Accounts Payable	CARL WULF	UB refund for account: 026048-000	7.00	114669
640-00-00-202000	Accounts Payable	D R DAY	UB refund for account: 005707-000	4.34	114572
640-00-00-202000	Accounts Payable	DEBRA DANIELSON	UB refund for account: 011995-000	3.25	114607
640-00-00-202000	Accounts Payable	JOHN RIDLEY	UB refund for account: 003891-000	1.71	114666
640-00-00-202000	Accounts Payable	JOSEPH GLASNOVICH	UB refund for account: 022499-000	5.97	114567
640-00-00-202000	Accounts Payable	KAREN HITES	UB refund for account: 009236-000	6.37	114571
640-00-00-202000	Accounts Payable	KIM FLYNN	UB refund for account: 013066-000	4.41	114575
640-00-00-202000	Accounts Payable	MATTHEW BASICH	UB refund for account: 009768-000	24.93	114569
640-00-00-202000	Accounts Payable	MICHAEL & CHELSEY FAVRETTO	UB refund for account: 020079-000	0.79	114573
640-00-00-202000	Accounts Payable	NEETI NARAYAN & YASHODHARM	UB refund for account: 025236-000	4.15	114665
640-00-00-202000	Accounts Payable	STORMY SORVAAG	UB refund for account: 023966-000	5.94	114664
Total Department 00-00 GENERAL				127.37	
Department: 54-00 STORM WATER					
640-54-00-423000	Vehicle Supplies & Mainten	License Center-Non Bank	PW TAB RENEWALS	191.25	6189
640-54-00-430000	Professional Services	Alliant, Inc.	RCD 4 SOILS STUDY THRU NOV	311.36	114558
640-54-00-430000	Professional Services	League of MN Cities	MN CITIES STORMWATER COALITION CONTRI	1,920.00	114622
640-54-00-438000	Rental	Railroad Management Co. II	6" WATER PIPELINE CROSSING LICENSE FE	458.76	114632
640-54-00-453000-PW2516	Other Improvements	Bolton & Menk, Inc.	10-YEAR CIP LIFT STATION ANALYSIS	2,114.60	114628
640-54-00-490000-PW2508	Payments to Contractors	Ramsey-Washington Metro	2025 POND SURVEY WORK	3,779.50	114546

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 640 Storm Drainage					
Department: 54-00 STORM WATER					
640-54-00-490000-PW2508	Payments to Contractors	WSB & Associates, Inc.	2025-2027 POND MAINTENANCE	4,163.25	6174
			Total Department 54-00 STORM WATER	12,938.72	
			Total Fund 640 Storm Drainage	13,066.09	
Fund: 650 ENVIRONMENTAL					
Department: 00-00 GENERAL					
650-00-00-202000	Accounts Payable	AMY LIEBERMAN	UB refund for account: 014072-000	1.96	114576
650-00-00-202000	Accounts Payable	BRUCE HILL	UB refund for account: 012753-000	1.50	114574
650-00-00-202000	Accounts Payable	CARL WULF	UB refund for account: 026048-000	3.99	114669
650-00-00-202000	Accounts Payable	D R DAY	UB refund for account: 005707-000	2.47	114572
650-00-00-202000	Accounts Payable	DEBRA DANIELSON	UB refund for account: 011995-000	1.85	114607
650-00-00-202000	Accounts Payable	JOSEPH GLASNOVICH	UB refund for account: 022499-000	3.40	114567
650-00-00-202000	Accounts Payable	KAREN HITES	UB refund for account: 009236-000	3.62	114571
650-00-00-202000	Accounts Payable	KIM FLYNN	UB refund for account: 013066-000	2.51	114575
650-00-00-202000	Accounts Payable	MATTHEW BASICH	UB refund for account: 009768-000	14.23	114569
650-00-00-202000	Accounts Payable	MICHAEL & CHELSEY FAVRETTO	UB refund for account: 020079-000	0.45	114573
650-00-00-202000	Accounts Payable	NEETI NARAYAN & YASHODHARM	UB refund for account: 025236-000	2.37	114665
650-00-00-202000	Accounts Payable	STORMY SORVAAG	UB refund for account: 023966-000	3.38	114664
			Total Department 00-00 GENERAL	41.73	
			Total Fund 650 ENVIRONMENTAL	41.73	
Fund: 700 Workers Compensation					
Department: 60-00 WORKERS COMPENSATION					
700-60-00-430000	Professional Services	SFM RISK SOLUTIONS	DECEMBER 25 ADMIN SERVICES	246.00	6088
700-60-00-430009	Administrative Claims	SFM-Non Bank	CLAIMS AND INDEMNITY	183.16	6186
700-60-00-430011	Police Patrol Claims	SFM RISK SOLUTIONS	DECEMBER 25 ADMIN SERVICES	494.00	6088
700-60-00-430011	Police Patrol Claims	SFM-Non Bank	CLAIMS AND INDEMNITY	1,183.34	6186
700-60-00-430015	Fire Department Claims	SFM RISK SOLUTIONS	DECEMBER 25 ADMIN SERVICES	752.00	6088
700-60-00-430015	Fire Department Claims	SFM-Non Bank	CLAIMS AND INDEMNITY	350.78	6186
700-60-00-430025	Motor Vehicle Claims	SFM-Non Bank	CLAIMS AND INDEMNITY	1,410.20	6186
700-60-00-430043	Parks & Recreation Claims	SFM-Non Bank	CLAIMS AND INDEMNITY	3,216.25	6186
			Total Department 60-00 WORKERS COMPENSATION	7,835.73	
			Total Fund 700 Workers Compensation	7,835.73	
Fund: 710 Risk Management					
Department: 61-00 RISK MANAGEMENT					
710-61-00-430000	Professional Services	Stericycle, Inc.	STERI-SAFE BUDGET SUBSCRIPTION	341.68	114580
710-61-00-430010	Police Admin. Claims	MCDONALD HOPKINS LLC	LEGAL SERVICES DATA BREACH	562.95	114564
710-61-00-435000	Insurance	CNA Surety Direct Bill	BOND #61909195, COMPANY 0601, AGENCY	100.00	114587
710-61-00-441000	Training	All Safe Global, Inc.	THE REST OF THE EXTINGUISHER CHECKS	328.37	114557
710-61-00-441000	Training	All Safe Global, Inc.	CITY EXTINGUISHER TESTS	1,608.26	114557
			Total Department 61-00 RISK MANAGEMENT	2,941.26	
			Total Fund 710 Risk Management	2,941.26	
Fund: 721 Comm. Development Block Grant					
Department: 57-00 EDA - GENERAL					
721-57-00-430000-ED9404	Professional Services	Land Title, Inc-Non Bank	1305 SHRYER AVE - HABITAT	80,000.00	6193
			Total Department 57-00 EDA - GENERAL	80,000.00	
			Total Fund 721 Comm. Development Block Grant	80,000.00	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 722 HRA PROPERTY ABATEMENT					
Department: 57-78 EDA - NEIGHBORHOOD ENHANCEMENT PROGRAM					
722-57-78-490000	Contractor Payments	Montgomery Brinkman, LLC	SNOW ABATEMENT	232.50	114644
722-57-78-490000	Contractor Payments	Montgomery Brinkman, LLC	SNOW ABATEMENT	232.50	114644
722-57-78-490000	Contractor Payments	Montgomery Brinkman, LLC	SNOW ABATEMENT	232.50	114644
722-57-78-490000	Contractor Payments	Montgomery Brinkman, LLC	SNOW ABATEMENT	232.50	114644
722-57-78-490000	Contractor Payments	Montgomery Brinkman, LLC	SNOW ABATEMENT	232.50	114644
722-57-78-490000	Contractor Payments	Montgomery Brinkman, LLC	SNOW ABATEMENT	310.00	114644
722-57-78-490000	Contractor Payments	Montgomery Brinkman, LLC	SNOW ABATEMENT	232.50	114644
722-57-78-490000	Contractor Payments	Montgomery Brinkman, LLC	SNOW ABATEMENT	232.50	114644
722-57-78-490000	Contractor Payments	Montgomery Brinkman, LLC	SNOW ABATEMENT	155.00	114644
Total Department 57-78 EDA - NEIGHBORHOOD ENHANCEMENT PROGRAM				2,092.50	
Total Fund 722 HRA PROPERTY ABATEMENT				2,092.50	
Fund: 725 EDA Operating Fund					
Department: 57-73 EDA - OWNERSHIP REHAB PROGRAM					
725-57-73-430000	Professional Services	Center for Energy and Envi	HOME INSPECTION PROGRAM	550.00	6075
725-57-73-490000	Contractor Payments	ANNA FU AND WILL BOCKENKAM	SUSTAINABLE STEWARD AWARD BRONZE 2025	100.00	114602
725-57-73-490000	Contractor Payments	KEVIN KRAUSE	SUSTAINABLE STEWARD AWARD SILVER 2025	250.00	114601
725-57-73-490000	Contractor Payments	KIRSTEN & JAMES MCKONE	SUSTAINABLE STEWARD AWARD GOLD 2025	500.00	114603
Total Department 57-73 EDA - OWNERSHIP REHAB PROGRAM				1,400.00	
Total Fund 725 EDA Operating Fund				1,400.00	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY GL DISTRIBUTION ---					
		100-00-00-210200	Federal Income Tax	189,131.56	
		100-00-00-210300	State Income Tax	90,640.99	
		100-00-00-210400	PERA Employee Ded.	171,347.64	
		100-00-00-210500	Life Ins. Employee	3,303.59	
		100-00-00-210502	Employer Life Insurance	656.00	
		100-00-00-210600	Union Dues Deduction	7,965.75	
		100-00-00-210800	FICA Employee Ded.	86,721.52	
		100-00-00-210900	Long Term Disability	4,122.99	
		100-00-00-211000	MNDP Def Comp	50,638.13	
		100-00-00-211001	MNDP Roth	5,985.91	
		100-00-00-211100	ICMA Def Comp	10,850.78	
		100-00-00-211101	Mission SQ Roth	400.00	
		100-00-00-211200	MN Child Support Payments	3,962.45	
		100-00-00-211202	HRA Employer	10,015.00	
		100-00-00-211400	Medical Insurance Employee	25,624.25	
		100-00-00-211402	Flex Spending Health	11,326.36	
		100-00-00-211404	MN State Retirement	30,302.93	
		100-00-00-211501	Medical Employer	145,619.25	
		100-00-00-211600	PERA Employer Share	234,759.37	
		100-00-00-211700	FICA Employer Share	86,721.52	
		100-01-00-430000	Professional Services	3,095.00	
		100-01-00-442000	Memberships & Subscriptions	30,464.00	
		100-02-00-420000	Office Supplies	261.83	
		100-02-00-430000	Professional Services	484.20	
		100-02-00-430099	Drug Testing	101.84	
		100-02-00-439000	CONTRACT MAINTENANCE	21,563.89	
		100-02-00-441100	Tuition Reimbursement	357.20	
		100-02-00-442000	Memberships & Subscriptions	262.72	
		100-02-00-448000	Miscellaneous	5,400.00	
		100-04-00-420000	Office Supplies	5.00	
		100-04-00-424000	Operating Supplies	324.27	
		100-04-00-430000	Professional Services	823.21	
		100-04-00-448600	Credit Card Fees	270.98	
		100-08-00-424000	Operating Supplies	1,878.95	
		100-10-00-410008	Workers Comp Indemnity	1,802.40	
		100-10-00-415000	Employer Insurance	1,291.64	
		100-10-00-420000	Office Supplies	260.05	
		100-10-00-422000	Clothing	1,410.53	
		100-10-00-423000	Vehicle Supplies & Maintenance	105.50	
		100-10-00-430000	Professional Services	150.00	
		100-10-00-431000	Telephone	40.01	
		100-10-00-439000	CONTRACT MAINTENANCE	3,360.00	
		100-10-00-441000	Training	2,880.00	
		100-13-00-415000	Employer Insurance	645.82	
		100-13-00-422000	Clothing	335.78	
		100-13-00-423000	Vehicle Supplies & Maintenance	542.70	
		100-13-00-424000	Operating Supplies	59.60	
		100-13-00-430000	Professional Services	3,120.12	
		100-13-00-437000	Contract Maint. - Vehicles	471.24	
		100-13-00-439000	CONTRACT MAINTENANCE	13,910.77	
		100-13-00-441000	Training	15,548.95	
		100-13-00-448600	Credit Card Fees	3.16	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		100-13-18-439000	CONTRACT MAINTENANCE	8,384.00	
		100-20-20-420000	Office Supplies	222.82	
		100-20-20-423000	Vehicle Supplies & Maintenance	191.25	
		100-20-21-423000	Vehicle Supplies & Maintenance	403.75	
		100-20-21-424000	Operating Supplies	50,066.09	
		100-20-21-439000	CONTRACT MAINTENANCE	329.00	
		100-20-22-439000	CONTRACT MAINTENANCE	837.50	
		100-20-30-421000	Motor Fuel	18,379.24	
		100-20-30-422000	Clothing	206.28	
		100-20-30-423000	Vehicle Supplies & Maintenance	1,016.93	
		100-20-30-437000	Contract Maint. - Vehicles	4,825.09	
		100-23-00-424000	Op Supplies-City Hall	185.52	
		100-23-00-430000	Professional Services	6,076.80	
		100-23-00-436001	Utilities-City Hall	9,615.08	
		100-23-00-436003	Utilities-City Garage	6,485.03	
		100-23-00-439003	Contract Maint.- City Garage	12,500.00	
		100-23-00-439010	Contract Maint. - HVAC	1,787.00	
		100-23-00-439011	Fiber Maint. & Locates	5,124.39	
		103-20-00-382908	Right of Way Permit	2,188.00	
		103-20-00-420000	Office Supplies	112.50	
		103-20-00-448600	Credit Card Fees	56.88	
		200-00-00-209000	Sales Tax Payable	7,020.45	
		200-40-40-420000	Office Supplies	148.89	
		200-40-40-432000	Transportation	807.94	
		200-40-40-442000	Memberships & Subscriptions	2,045.00	
		200-40-41-424000-PR0212	Operating Supplies	6,472.40	
		200-40-41-424000-PR0220	Operating Supplies	660.50	
		200-40-41-424000-PR0250	Operating Supplies	2,036.98	
		200-40-41-430000-PR0202	Professional Services	1,580.00	
		200-40-41-430000-PR0220	Professional Services	3,400.00	
		200-40-41-430000-PR0270	Professional Services	758.80	
		200-40-41-430000-PR0290	Professional Services	1,525.00	
		200-40-42-430000-PR0110	Professional Services	2,618.46	
		200-40-42-438000	Rental	1,150.00	
		200-40-50-424000-PR0119	Operating Supplies	1,955.00	
		200-40-50-436000-PR0119	Utilities	1,031.77	
		200-40-53-373200-PR5507	Figure Skating School	202.00	
		200-40-53-373500-PR5505	Daily Skating	1,200.00	
		200-40-53-412000	Temporary Employees	2,005.00	
		200-40-53-424000	Operating Supplies	3,373.21	
		200-40-53-424000-PR5507	Operating Supplies	6.00	
		200-40-53-424000-PR5512	Operating Supplies	120.09	
		200-40-53-425000-PR5512	Merchandise for Sale	1,911.87	
		200-40-53-436000	Utilities	32,736.79	
		200-40-53-438000	Rental	7.50	
		200-40-53-442000	Memberships & Subscriptions	448.85	
		204-40-43-424000	Operating Supplies	2,034.84	
		204-40-43-430000	Professional Services	1,740.00	
		204-40-43-430000-PR0400	Professional Services	1,709.25	
		204-40-43-431000	Telephone	355.88	
		204-40-43-431000-PR0627	Telephone	35.01	
		204-40-43-442000	Memberships & Subscriptions	195.00	
		221-40-45-430000	Professional Services	250.00	
		260-56-17-322000	Technology Fee	2,485.00	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		260-56-17-420000	Office Supplies	12.20	
		260-56-17-423000	Vehicle Supplies & Maintenance	127.50	
		260-56-17-430007	Electrical Inspections	10,389.96	
		260-56-17-431000	Telephone	38.41	
		260-56-17-448600	Credit Card Fees	3,460.15	
		260-56-57-420000	Office Supplies	69.39	
		265-00-00-209000	Sales Tax Payable	2,392.00	
		265-05-00-410008	Workers Comp Indemnity	2,086.12	
		265-05-00-420000	Office Supplies	239.33	
		265-05-00-424000	Operating Supplies	494.80	
		265-05-00-430000	Professional Services	475.56	
		265-05-00-431000	Telephone	254.08	
		265-05-00-432000	Transportation	997.50	
		265-05-00-436000	Utilities	1,182.81	
		265-05-00-439000	CONTRACT MAINTENANCE	95.00	
		265-05-00-442000	Memberships & Subscriptions	1,210.00	
		265-05-00-443500	Minor Equipment	325.12	
		265-05-00-448000	Miscellaneous	157.30	
		400-10-00-453000	Other Improvements	3,252.00	
		401-13-00-443500	Minor Equipment	1,300.00	
		401-13-00-453000	Other Improvements	11,258.00	
		409-08-00-438100	Rental-Copier Machines	3,296.52	
		411-40-40-453000-PR2318	Recreation Improvements	2,150.00	
		583-57-00-448002	Administrative Charge TIF	602.31	
		585-57-00-448002	ADMINISTRATIVE CHARGE TIF	602.31	
		586-57-00-448002	ADMINISTRATIVE CHARGE TIF	582.00	
		588-57-00-448002	Administrative Charge TIF	602.32	
		589-57-00-448002	Administrative Charge TIF	602.31	
		600-00-00-202000	Accounts Payable	343.60	
		600-50-00-423000	Vehicle Supplies & Maintenance	106.25	
		600-50-00-436000	Utilities	2,129.93	
		600-50-00-438000	Rental	458.76	
		600-50-00-439000	CONTRACT MAINTENANCE	1,580.00	
		600-50-00-445000	Metro Waste Control Board	314,208.79	
		600-50-00-448600	Credit Card Fees	13,526.53	
		600-50-00-453000	Other Improvements	26,318.00	
		600-50-00-453000-PW2506	Other Improvements	859,564.94	
		600-50-00-453000-PW2512	Other Improvements	3,485.50	
		600-50-00-453000-PW2516	Other Improvements	4,186.90	
		610-00-00-202000	Accounts Payable	417.34	
		610-00-00-209000	Sales Tax Payable	5,086.32	
		610-51-00-370000	Water-Roseville	0.00	
		610-51-00-423000	Vehicle Supplies & Maintenance	191.25	
		610-51-00-424000	Operating Supplies	27,786.57	
		610-51-00-430000	Professional Services	1,839.00	
		610-51-00-431000	Telephone	35.99	
		610-51-00-439000	CONTRACT MAINTENANCE	10,065.33	
		610-51-00-442000	Memberships & Subscriptions	150.00	
		610-51-00-443600	Software Operating Charges	522.45	
		610-51-00-444000	St.Paul Water	537,863.02	
		620-00-00-209000	Sales Tax Payable	2,581.09	
		620-00-00-209001	Use Tax Payable	(5.71)	
		620-52-51-382100	Building Rental	600.00	
		620-52-51-423000	Vehicle Supplies & Maintenance	1,825.46	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		620-52-51-424000	Operating Supplies	930.92	
		620-52-51-436000	Utilities	1,474.49	
		620-52-51-439000	CONTRACT MAINTENANCE	184.98	
		640-00-00-202000	Accounts Payable	127.37	
		640-54-00-423000	Vehicle Supplies & Maintenance	191.25	
		640-54-00-430000	Professional Services	2,231.36	
		640-54-00-438000	Rental	458.76	
		640-54-00-453000-PW2516	Other Improvements	2,114.60	
		640-54-00-490000-PW2508	Payments to Contractors	7,942.75	
		650-00-00-202000	Accounts Payable	41.73	
		700-60-00-430000	Professional Services	246.00	
		700-60-00-430009	Administrative Claims	183.16	
		700-60-00-430011	Police Patrol Claims	1,677.34	
		700-60-00-430015	Fire Department Claims	1,102.78	
		700-60-00-430025	Motor Vehicle Claims	1,410.20	
		700-60-00-430043	Parks & Recreation Claims	3,216.25	
		710-61-00-430000	Professional Services	341.68	
		710-61-00-430010	Police Admin. Claims	562.95	
		710-61-00-435000	Insurance	100.00	
		710-61-00-441000	Training	1,936.63	
		721-57-00-430000-ED9404	Professional Services	80,000.00	
		722-57-78-490000	Contractor Payments	2,092.50	
		725-57-73-430000	Professional Services	550.00	
		725-57-73-490000	Contractor Payments	850.00	
--- TOTALS BY FUND ---					
	100	General Fund		1,407,963.12	
	103	Contracted Engineering Svcs		2,357.38	
	200	Recreation Fund		75,222.50	
	204	PARK MAINTENANCE		6,069.98	
	221	Municipal Jazz Band		250.00	
	260	Community Development		16,582.61	
	265	License Center		9,909.62	
	400	Equipment Revolving		3,252.00	
	401	Fire Equipment		12,558.00	
	409	CENTRAL SERVICES FUND		3,296.52	
	411	Recreation Improvements		2,150.00	
	583	TIF DISTRICT #21 - CPC REDEVELOPMENT		602.31	
	585	TIF District #17-Twin Lakes		602.31	
	586	TIF #18 Sienna Green		582.00	
	588	TIF District #20: McGough		602.32	
	589	TIF District #22 Twin Lakes II		602.31	
	600	Sanitary Sewer		1,225,909.20	
	610	Water Fund		583,957.27	
	620	Golf Course		7,591.23	
	640	Storm Drainage		13,066.09	
	650	ENVIRONMENTAL		41.73	
	700	Workers Compensation		7,835.73	
	710	Risk Management		2,941.26	
	721	Comm. Development Block Grant		80,000.00	
	722	HRA PROPERTY ABATEMENT		2,092.50	
	725	EDA Operating Fund		1,400.00	
	Total For All Funds:			3,467,437.99	

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1/26/2026

Item No.: 10.b.

Department Approval



City Manager Approval



Item Description: Approve 1 Temporary Liquor License and 1 Temporary Gambling Permit

Background

Chapter 301 of the City Code requires all applications for business and other licenses to be submitted to the City Council for approval. The following applications are submitted for consideration:

Temporary Liquor License

St. Rose of Lima Catholic Church & School
2048 Hamline Ave N
Roseville, MN 55113

St. Rose of Lima is hosting a bean bag social event for school parents indoors on March 21, 2026. This is their first event in 2026. Their total number of days is 1 out of the limit of 12 for the calendar year.

Temporary Gambling Permit

Whitetails Unlimited Twin Cities Deer Camp
17725 Nine Oaks Drive
Spring Grove, MN 55974

Whitetails Unlimited is holding a raffle on March 21, 2026 at the DoubleTree by Hilton located at 2540 N Cleveland Ave.

Policy Objectives

Required by City Code

Equity Impact Summary

There is no anticipated racial equity impact.

Budget Implications

The correct fees were paid to the City at the time the application(s) were made.

Staff Recommendations

Staff has reviewed the application(s) and has determined that the applicant(s) meet all City requirements. Staff recommends approval of the license(s).

Requested Council Action

Motion to approve the Temporary Liquor License for St. Rose of Lima Catholic Church and School.

Prepared by: Allie Sertich

Attachments:

1. St Rose of Lima Temp Liquor 03162026
2. Whitetails Unlimited Temp Gambling Permt 3-21-26



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization Saint Rose of Lima Catholic Church		Date organized 9/1/1941	Tax exempt number 8570281
Address 2048 Hamline Ave. No.	City Roseville	State Minnesota	Zip Code 55113
Name of person making application Joseph Juaire jjuaire@saintroseoflima.net		Business phone 651-357-1204	Home phone
Date(s) of event March 21, 2026	Type of organization ☐ Microdistillery ☐ Small Brewer ☐ Club ☐ Charitable ☒ Religious ☐ Other non-profit		
Organization officer's name Father Marc Paveglio	City Roseville	State Minnesota	Zip Code 55113
Organization officer's name	City	State Minnesota	Zip Code
Organization officer's name	City	State Minnesota	Zip Code

Location where permit will be used. If an outdoor area, describe.
School Cafeteria

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
Catholic Mutual Insurance, \$1,000,000

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number
Signature City Clerk or County Official	Please Print Name of City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Whitetails Unlimited
Twin Cities Deer Camp

Previous Gambling Permit Number: X- 93888-25-609

Minnesota Tax ID Number, if any: _____

Federal Employer ID Number (FEIN), if any: _____

Mailing Address: 17725 Nine Oaks Dr

City: Spring Grove State: MN Zip: 55974 County: Houston

Name of Chief Executive Officer (CEO): Chris Petersen

CEO Daytime Phone: (507) 450-6256 CEO Email: cpetersen@whitetailsunlimited.com
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☒ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Doubletree by Hilton

Physical Address (do not use P.O. box): 2540 N Cleveland Ave

Check one:

☒ City: Roseville Zip: 55113 County: Ramsey

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): Saturday, March 21, 2026

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**CITY APPROVAL
for a gambling premises
located within city limits**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

**The city or county must sign before
submitting application to the
Gambling Control Board.**

**COUNTY APPROVAL
for a gambling premises
located in a township**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Chris Petersen Date: 1/15/2025
(Signature must be CEO's signature; designee may not sign)

Print Name: Chris Petersen**REQUIREMENTS****Complete a separate application for:**

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS**Mail application with:**

- ☒ a copy of your proof of nonprofit status; and
- ☒ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer



WHITETAILS UNLIMITED

Working for an American Tradition
Education • Habitat Conservation • Hunting Tradition

Internal Revenue Service

Date: September 2, 2004

Whitetails Unlimited Inc. National Headquarters
% Jeffrey Schinkten
P.O. Box 720
Sturgeon Bay, WI 54235-0720

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Yvette Davis 31-07751
Customer Service Representative
Toll Free Telephone Number:
8:00 a.m. to 6:30 p.m. EST
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
39-1415070
Group Exemption Number:
9362

Dear Sir or Madam:

This is in response to your request of September 2, 2004, regarding your organization's tax-exempt status.

In June 1986 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under section 509(a)(2) of the Internal Revenue Code.

Based on the information supplied, we recognized the subordinates named on the list your organization submitted as exempt from federal income tax under section 501(c)(3) of the Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

Janna K. Skufca, Director, TE/GE
Customer Account Services

National Headquarters
PO Box 720
2100 Michigan St.
Sturgeon Bay, WI 54235

Phone: (920) 743-6777
Fax: (920) 743-4658
www.whitetailsunlimited.com
nh@whitetailsunlimited.com

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1/26/2026

Item No.: 10.c.

Department Approval



City Manager Approval



Item Description: Approve General Purchases Exceeding \$10,000 or Sale of Surplus Items

Background

City Code section 103.05 establishes the requirement that all general purchases or contracts in excess of \$10,000 be separately approved by the City Council, independent of the budget process or other statutory purchasing requirements. In addition, State Statutes generally require the Council to authorize the sale of surplus vehicles and equipment. *Attachment 1* includes a list of items submitted for Council review and approval.

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

Policy Objectives

Required under City Code 103.05.

Equity Impact Summary

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

Budget Implications

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

35 **Staff Recommendations**

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

39 **Requested Council Action**

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

45 **Prepared by:** Phil Weix - Assistant Finance Director

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

General Purchases or Contracts

Division	Vendor	Description	Key	Budget Amount	P.O. Amount	Budget / CIP
Public Works (Storm Water)	Dulcet Fountains & Aeration, Inc	Frog Pond Fountain Pump	(a)	\$ 55,080	\$ 15,149	2026 Operating
Public Works (Environmental)	Toter, LLC	96 Gallon Recycling Carts	(b)	\$ 879,298	\$ 32,429	2026 Operating
Public Works (Storm Water)	DLT Solutions, LLC	Storm Water Management Model Subscription	(c)	\$ 39,931	\$ 19,494	2026 Operating

Key

- (a) The pump in the Frog Pond was removed late summer 2025 for repairs. However during the repairs by the manufacturer, it was found the motor and pump were past or nearing the runtime limits. The fountain and pump were originally installed in the summer of 2020 to help increase the amount of dissolved oxygen in the pond and have not needed to be replaced since. With the specific types of parts, the City was not able to get multiple quotes for replacement parts. Dulcet Fountains is our local dealer and can obtain the parts needed. They have also been available over the past 5 years and provided assistance with technical issues at no additional cost to they City.
- (b) Residents are continuing to upsize their recycling carts to 96 gallons. The City currently has 44 in stock and this will be the second order for 96 gallon carts after the initial order. This order will be for 500 additional carts to meet the demand and to keep more in stock.
- (c) The XPSWMM software will help the City to better understand the movement of stormwater through our infrastructure and help guide decisions to where improvements are needed to reduce local drainage and flooding issues. This is a 3 year subscription with an estimated annual cost of \$6,498.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1/26/2026

Item No.: 10.d.

Department Approval



City Manager Approval



Item Description: Receive City Grant Applications Update

Background

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

Grant dollars awarded (not including city contribution) in 2026 have so far totaled \$63,000.00

Grant dollars awarded (not including city contribution) in 2025 totaled \$4,870,033.00

Policy Objectives

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

Equity Impact Summary

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

Budget Implications

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

Staff Recommendations

Receive the report.

Requested Council Action

Receive the report.

Prepared by: Allie Sertich, Deputy City Clerk

Attachments:

1. 260126 Grant Report 2026
2. 260126 Grant Report 2025
3. Resolution 10711

2026

Organization/Agency	Purpose	Date of Application	Department	City Requirement	Amount Requested	Amount Awarded in 2026	Amount Awarded in a Previous Year	Total Amount of Project
Ramsey County	SCORE- Recycling Funds	11/15/2025	PW	\$0	\$134,152	TBD		\$1,201,370
Metropolitan Council	I&I Repair for Private Homeowners	11/26/2025	PW	0	\$225,000	\$63,000		\$63,000
Metropolitan Council	2024-26 Water Efficiency Grant	3/1/2024	PW	20%	\$32,000.00		\$22,000.00	\$27,500.00
Metropolitan Council	2025-26 Equity-Focused Water Efficiency Grant	3/28/2025	PW	0%	\$9,000.00		\$9,000.00	\$9,000.00
Federal Emergency Management Administration (FEMA)	Firefighter Staffing (SAFER Grant)	Summer 2025	Fire	25% in Year 1, 25% in Year 2, 65% in Year 3	\$6,373,035	No dollars yet, after April 15th	\$0	\$6,373,035
New Information					Total amount awarded	\$63,000.00		

Organization/Agency	Purpose	Date of Application	Department	City Requirement	Amount Requested	Amount Awarded in 2025	Amount Awarded in a Previous Year	Total Amount of Project
Ramsey County	SCORE- Recycling Funds	11/14/2024	PW	\$0	\$118,699	\$118,699		\$976,816
Ramsey County	Recycling Grant - Cart Purchase	11/14/2024	PW	50%	\$322,024	\$322,024		\$644,047
MN Pollution Control Agency	Local Climate Action Planning grant	1/9/2025	PW	50%	\$49,975	\$49,975		\$74,962.50
MN Department of Commerce	Solar on Public Buildings	12/2/2024	PW	40%	\$61,739.00	\$61,739.00		\$102,898.00
Metropolitan Council	I&I Repair for Private Homeowners	11/25/2024	PW	0	\$175,000	\$53,000		\$53,000
Metropolitan Council	2024-26 Water Efficiency Grant	3/1/2024	PW	20%	\$32,000.00	\$22,000.00		\$27,500.00
Metropolitan Council	2025-26 Equity-Focused Water Efficiency Grant Pilot Program	3/28/2025	PW	0%	\$9,000.00			
Metropolitan Council	2024-25 I&I Repair for City Sanitary Sewer	1/25/2024	PW	\$1,537,500	\$675,000		\$212,500	\$1,750,000
MN Pollution Control Agency	Clean Heavy Duty Off-Road Vehicles	12/12/2024	Fire	55%	\$500,000.00	TBD		\$1,800,000.00
Federal Emergency Management Administration	Staffing for Adequate Fire and Emergency Response (SAFER)	6/1/2025	Fire		\$3,930,038.22			\$3,930,038.22
MN Dep of Public Safety	Pathways to Policing	1/31/2024	PD	50% Match (CSO/Cadet Salary Costs)	\$50,000		\$50,000	\$100,000
MN Dep of Public Safety	Intensive Comprehensive Peace Officer Education and Training (ICPOET) for two trainees (one additional trainee awarded 1/27/2025)	1/31/2024	PD	none	\$100,000	\$50,000	\$100,000	\$150,000
MN Dep of Public Safety	Intensive Comprehensive Peace Officer Education and Training (ICPOET) for one trainee (FY26)	7/31/2025	PD	none	\$50,000			\$50,000
MN Dep of Public Safety	Firearms Storage Grant	1/31/2024	PD	none	\$33,683		\$12,805	\$33,683
MN Dep of Public Safety	ARMER Equipment (radios)	6/18/2024	PD	5% Match	\$71,082.40		\$50,000.00	\$52,631.58
Department of Justice	Supporting LE Agencies Seeking Accreditation	6/3/2024	PD	none	\$250,000.00		\$250,000.00	\$250,000.00
Department of Justice Community Oriented Policing Services (COPS)	Advancing Innovative Community Policing and Addressing Critical Personnel Needs Through Hiring Four Entry-Level Roseville Police Officers	6/25/2025	PD	Personnel costs over the max fed share per officer (\$125k) over the three-year grant period, training and equipment	\$500,000			1,453,888
Office of Justice Programs	Bulletproof Vest Replacement Program	6/7/2024	PD	50% Match	\$21,900.00		\$21,629.19	\$43,258.00
MN Dep of Public Safety	Crisis Response (21 months)	8/19/2024	PD	none	\$200,000.00	\$200,000.00		\$200,000.00
Ramsey County	North Central High Intensity Drug Trafficking Area (HIDTA) overtime reimbursement	Quarterly	PD	None- reimbursement	TBD	TBD	\$7,494.78	TBD
MN Dep of Public Safety	Toward Zero Deaths Traffic Safety Initiative (2024-25)	Annual	PD	none	\$26,428		\$26,428	\$26,428
Minnesota Department of Commerce	Auto Theft Prevention: Investigator 2023-2025	2/23/2023	PD	Annual personnel costs over the \$100k covered by the grant, training and equipment	\$300,000		\$309,000	\$309,000
BCA MN Auto Theft Prevention Program (Previously MN Dept of Commerce)	Auto Theft Prevention: General (specialized equipment for investigations)	3/27/2025	PD	none	\$64,625	\$19,950		\$64,625
MN OJP Community Crime Intervention and Prevention Grant	Expanding Housing Navigator Services 2024-2025	9/25/2023	PD	Office space and equipment	\$301,458.00		\$301,400.00	\$301,458.00
MN OJP Community Crime Intervention and Prevention Grant	Enhancing Crime Prevention and Intervention Through Expanded Homeless Outreach 2026-2027	6/30/2025	PD	Office space and equipment	\$496,886			496,886
MPCA	Climate Resilience Implementation - Rosebrook Park	12/1/2025	P&R	\$579,000	\$213,000.00	\$213,000.00		\$792,000.00
DNR	CPL Natural Resources Grant	2/18/2025	P&R	200,000	\$500,000	\$500,000		\$750,000
Metropolitan Council	Community Tree Planting	4/17/2025	P&R	Administration, Long-term maintenance	\$277,600.00	\$251,796.00	\$0.00	\$251,796.00
Ramsey County	Land Trust Partnership w/TCHF	5/29/2025	CD	none	\$620,000.00	\$620,000.00	n/a	\$620,000.00
Hyde Development via Roseville EDA	DEED Contamination Clean Up	12/19/2025	CD	None	\$2,090,850.00	\$2,090,850.00	n/a	\$26 million
Oyate Ota via Roseville EDA	Metropolitan Council Livable Communities	9/12/2025	CD	None	\$297,000	\$297,000	n/a	TBD
New Information					Total amount awarded	\$4,870,033.00		

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 18th day of May, 2009, at 6:00 p.m.

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

and the following were absent: none.

Mayor Klausing introduced the following resolution and moved its adoption:

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

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

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

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

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

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

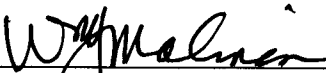
The motion for the adoption of the foregoing resolution was duly seconded by Member Roe, and upon a vote being taken thereon, the following voted in favor thereof: Roe, Johnson, Ihlan, Pust and Klausing
and the following voted against the same: none.

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 18th day of May, 2009 with the original thereof on file in my office.

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



William J Malinen, City Manager

(Seal)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1/26/2026

Item No.: 10.e.

Department Approval

Janice Gundlach

City Manager Approval

Sam F. Truog

Item Description: Approve the renewal of a Short-Term Rental License for 329 South Owasso Blvd

Background

Chapter 313 of City Code requires the licensing of non-owner occupied short term rentals of dwelling units, subject to certain exemptions. On January 6, 2026, an application for renewal of a short-term rental license was submitted by the property owner (Attachment 1). The current license is valid through February 10, 2026. The property is a two-bedroom, single family home. The property owner has certified and attested to the requirement of lodging tax payment, as well as, the maximum occupancy of four or less unrelated adults or one family. There have been no nuisance or property maintenance violations in the last five years that impact the ability of the license to be issued. Monthly payments of the required lodging tax have been submitted to the City. Short term rental licenses include the requirement of minimum stays based on on-season (10 days) and off-season (7 days) times of the year.

Upon issuance, the license will be valid for 365 days from the approval date and will be one of ten properties with a current short term rental license. A current copy of the license must be posted in the rental unit, along with current copies of City Code Sections 404, 405 and 602. A draft of the license is provided as Attachment 2.

The applicant has supplied all required license information and paid the license fee. In accordance with Section 313.03, the process for licensure is outlined in Chapter 301, which requires presentation to the City Council. If approved, the number of properties with an active short-term rental license will remain at 11. Based upon the requirements outlined in ordinance, the property owner is entitled to the license.

Policy Objectives

Licensing required by Section 909, effective as of February 8, 2021.

Equity Impact Summary

Equity impacts were not evaluated.

Budget Implications

The correct fees were paid to the City at the time of application submittal.

35
36
37
38
39
40
41
42

36
37

39

40

42

Menu Reports Help

File Date: [01/06/2026](#)

Application Status: [In Review](#)

Application Detail: [Detail](#)

Application Type: [Short-Term Rental License Renewal](#)

Address: [329 South Owasso Blvd W Roseville MN 55113](#)

Custom Fields: **UNIT DETAILS**

Unit Type	Number of Bedrooms
Single-Family Home	2

CERTIFICATION AND ATTESTATION

Attestation to Occupancy Limits	Attestation to Payment of Lodging Tax
1	1

Contact Info:	Contact Type	Organization Name	Contact Primary Address	Status	Name
	License Holder		Mailing, 329 S OWASSO ...	Active	Dave Rustad

Owner Name:

Owner Address:

DBA Name:

Total Fee Assessed: [\\$556.20](#)

Total Fee Invoiced: [\\$556.20](#)

Balance: [\\$0.00](#)

Workflow Status:	Task	Assigned To	Status	Status Date	Action By
	License Issuance				

Initiated by Product: ACA

City of Roseville Short-Term Rental License
This certificate must be posted in the rental unit

This rental dwelling unit is hereby licensed in accordance with Chapter 313 of Roseville City Code.

- The Property Owner must comply with all requirements set forth in Roseville City Code. This license may be suspended or revoked for violations of that code.
- Property owners must notify the City of any changes in ownership or type of occupancy.
- Licenses are non-transferable; new owners must apply for a new license.

License Number: STR-XXX

Owner: Dave Rustad

Phone: 651-XXX-XXXX

Email: daverustad@comcast.net

Address:

329 South Owasso Blvd.

Expiration: 2/1/2027

The City, its designees, the City Council, or its officers, agents, or employees do not warrant or guarantee the safety, fitness, or suitability of any dwelling in the City. Owners or occupants should take whatever steps they deem appropriate to protect their interests, health, safety, and welfare.

MINIMUM STANDARDS AND CODES FOR RENTAL UNITS including but not limited to:

In the Unit:

Carbon Monoxide (CO) Detectors must be within 10 feet of bedrooms; **Smoke Detectors** must be in each sleeping room, each hallway outside sleeping rooms, and on each story, including the basement but not uninhabitable attics/crawl spaces. **CO and Smoke Detectors must NOT be disabled.**

Exits must be free from obstruction inside and out and **Exterior Doors** should open and close easily, be weather tight, and lock/unlock from the inside without a key or special knowledge.

The **Water Heater and Furnace** must be clear (by at least 3 feet) of boxes, junk, or flammable materials; the **Water Heater must have a TPR valve and relief valve discharge pipe.**

Toilets must flush and **Bathrooms** must have an exhaust fan or window.

Taps must have working hot and cold water; no leaking pipes or dripping **Faucets**.

Outlets, Switches, and Panel Boxes must have covers; kitchens and bathrooms should have grounded **GFCI Outlets**.

Rooms used for sleeping should have 1 window or 2 approved means of egress.

Interior Walls, Ceilings, and Window Sills must be clean and free of peeling paint.

Floors must be structurally sound and **Flooring** in good condition with no trip hazards such as ripped carpet or missing tiles.

Working Light Fixtures must be in all halls, stairways, laundry rooms, and furnace rooms.

Handrails must be on all stairs with more than 4 steps and be firmly attached with no missing or loose spindles.

Extension Cords may be used only for portable appliances.

Address Numbers must be clearly visible from the street.

Occupancy:

Rental Units may house 4 unrelated adults or 1 family.

Storage/Waste:

Rubbish must be stored in appropriate containers and removed regularly. Containers must be stored out of public view except on the day of collection and cannot remain at the curb for more than 24 hours. Outdoor Storage of junk is prohibited.

Vehicles/Driveway/Parking:

All Vehicles parked outside must be parked on an approved hard surface (not grass), street operable, and display current registration and proper license plates.

Please observe all No Parking signs. **Parking is not allowed on City streets after a snowfall of more than 2 inches until the streets have been plowed.** Do not put Snow into the street or onto neighboring properties.

Yard:

Grass/Weeds exceeding 8 inches are prohibited on any property.

Noise:

Prohibited Music is any music audible at the property line or from the adjacent apartment, common hallway, or 50 ft away from the

source between 10 PM and 7 AM. **Additionally, any Events (like parties) that disturb others are prohibited.**

Power Lawn Mowers or other Power Equipment may be operated outside only between 7 AM and 9 PM on weekdays or between the hours of 9 AM and 9 PM on weekends or legal holidays. Snow removal equipment is exempt.

Pets:

Keeping more than 2 Dogs requires a kennel license from the Police Department. Animal Waste must be removed regularly.

WHEN ISSUES ARISE

For an emergency, call 9-1-1

- For maintenance issues, contact the property owner (see contact information in box above).
- For legal matters (such as leases), contact the Minnesota Attorney General's Office at 651-296-3353 or www.ag.state.mn.us
- If the property owner is not maintaining the property, call Roseville Code Enforcement at 651-792-7014.

Minnesota Statute 504B.181, subd.2(b) requires landlords to notify residential tenants that the handbook Landlords and Tenants: Rights and Responsibilities is available to them. Published by the Office of the Minnesota Attorney General, the handbook can be accessed at www.ag.state.mn.us

REQUEST FOR COUNCIL ACTION

Date: 1/26/2026

Item No.: 10.f.

Department Approval



City Manager Approval



Item Description: Approve the renewal of a Short-Term Rental License for 770 Heinel Drive

Background

Chapter 313 of City Code requires the licensing of non-owner occupied short term rentals of dwelling units, subject to certain exemptions. On December 16, 2025, an application (Attachment 1) for renewal of this short-term rental license was submitted by the property owner. The property is a four bedroom, single family home. The property owner has certified and attested to the requirement of lodging tax payment, as well as, the maximum occupancy of four or less unrelated adults or one family. The subject property's current short term rental license is valid through February 1, 2026. There have been no nuisance or property maintenance violations in the last five years that impact the ability of the license to be issued. Monthly payments of the required lodging tax have been submitted to the City. Short term rental licenses include the requirement of minimum stays based on on-season (10 days) and off-season (7 days) times of the year.

Upon renewal, the license will be valid for 365 days from the expiration date of the current license and will be one of nine properties with a current short term rental license. A current copy of the license must be posted in the rental unit, along with current copies of City Code Sections 404, 405 and 602. A draft of the license is provided as Attachment 2.

The applicant has supplied all required license information and paid the license fee. In accordance with Section 313.03, the process for licensure is outlined in Chapter 301, which requires presentation to the City Council. If approved, the number of properties with active short-term rental licenses will remain at 11. Based upon the requirements outlined in ordinance, the property owner is entitled to the license.

Policy Objectives

Licensing required by Section 909, effective as of February 8, 2021.

Equity Impact Summary

Equity impacts were not evaluated.

Budget Implications

The correct fees were paid to the City at the time of application submittal.

Staff Recommendations

Staff recommends approval of a one-year renewal of a Short-Term Rental License for 770 Heinel Drive.

Requested Council Action

By motion, approve the renewal of the Short-Term Rental License for 770 Heinel Drive.

Prepared by: David Englund, Building Official

Attachments:

1. Application
2. Draft License

Menu Reports Help

File Date: [12/16/2025](#)

Application Status: [In Review](#)

Application Detail: [Detail](#)

Application Type: [Short-Term Rental License Renewal](#)

Address: [770 Heinel Dr W Roseville MN 55113](#)

Custom Fields: **UNIT DETAILS**

Unit Type	Number of Bedrooms
Single-Family Home	4

CERTIFICATION AND ATTESTATION

Attestation to Occupancy Limits	Attestation to Payment of Lodging Tax
1	1

Contact Info:	Contact Type	Organization Name	Contact Primary Address	Status	Name
	License Holder		Mailing_3093 Avon St...	Active	Tim Nguyen
	Agent		Mailing_3093 Avon St...	Active	Tim Nguyen

Owner Name:

Owner Address:

DBA Name:

Total Fee Assessed: [\\$556.20](#)

Total Fee Invoiced: [\\$556.20](#)

Balance: [\\$0.00](#)

Workflow Status:	Task	Assigned To	Status	Status Date	Action By
	License Issuance				

Initiated by Product: ACA

City of Roseville Short-Term Rental License This certificate must be posted in the rental unit

This rental dwelling unit is hereby licensed in accordance with Chapter 313 of Roseville City Code.

- The Property Owner must comply with all requirements set forth in Roseville City Code. This license may be suspended or revoked for violations of that code.
- Property owners must notify the City of any changes in ownership or type of occupancy.
- Licenses are non-transferable; new owners must apply for a new license.

License Number: STR-XXX

Owner: Tim Nguyen

Phone: 651-XXX-XXXX

Email: tbnguye@gmail.com

Address: 770 Heinel Dr. W

Expiration: 2/1/2027

The City, its designees, the City Council, or its officers, agents, or employees do not warrant or guarantee the safety, fitness, or suitability of any dwelling in the City. Owners or occupants should take whatever steps they deem appropriate to protect their interests, health, safety, and welfare.

MINIMUM STANDARDS AND CODES FOR RENTAL UNITS including but not limited to:

In the Unit:

Carbon Monoxide (CO) Detectors must be within 10 feet of bedrooms; **Smoke Detectors** must be in each sleeping room, each hallway outside sleeping rooms, and on each story, including the basement but not uninhabitable attics/crawl spaces. **CO and Smoke Detectors must NOT be disabled.**

Exits must be free from obstruction inside and out and **Exterior Doors** should open and close easily, be weather tight, and lock/unlock from the inside without a key or special knowledge.

The **Water Heater and Furnace** must be clear (by at least 3 feet) of boxes, junk, or flammable materials; the **Water Heater must have a TPR valve and relief valve discharge pipe.**

Toilets must flush and **Bathrooms** must have an exhaust fan or window.

Taps must have working hot and cold water; no leaking pipes or dripping **Faucets**.

Outlets, Switches, and Panel Boxes must have covers; kitchens and bathrooms should have grounded **GFCI Outlets**.

Rooms used for sleeping should have 1 window or 2 approved means of egress.

Interior Walls, Ceilings, and Window Sills must be clean and free of peeling paint.

Floors must be structurally sound and **Flooring** in good condition with no trip hazards such as ripped carpet or missing tiles.

Working Light Fixtures must be in all halls, stairways, laundry rooms, and furnace rooms.

Handrails must be on all stairs with more than 4 steps and be firmly attached with no missing or loose spindles.

Extension Cords may be used only for portable appliances.

Address Numbers must be clearly visible from the street.

Occupancy:

Rental Units may house 4 unrelated adults or 1 family.

Storage/Waste:

Rubbish must be stored in appropriate containers and removed regularly. Containers must be stored out of public view except on the day of collection and cannot remain at the curb for more than 24 hours. Outdoor Storage of junk is prohibited.

Vehicles/Driveway/Parking:

All Vehicles parked outside must be parked on an approved hard surface (not grass), street operable, and display current registration and proper license plates.

Please observe all No Parking signs. **Parking is not allowed on City streets after a snowfall of more than 2 inches until the streets have been plowed.** Do not put Snow into the street or onto neighboring properties.

Yard:

Grass/Weeds exceeding 8 inches are prohibited on any property.

Noise:

Prohibited Music is any music audible at the property line or from the adjacent apartment, common hallway, or 50 ft away from the

source between 10 PM and 7 AM. **Additionally, any Events (like parties) that disturb others are prohibited.**

Power Lawn Mowers or other Power Equipment may be operated outside only between 7 AM and 9 PM on weekdays or between the hours of 9 AM and 9 PM on weekends or legal holidays. Snow removal equipment is exempt.

Pets:

Keeping more than 2 Dogs requires a kennel license from the Police Department. Animal Waste must be removed regularly.

WHEN ISSUES ARISE

For an emergency, call 9-1-1

- For maintenance issues, contact the property owner (see contact information in box above).
- For legal matters (such as leases), contact the Minnesota Attorney General's Office at 651-296-3353 or www.ag.state.mn.us
- If the property owner is not maintaining the property, call Roseville Code Enforcement at 651-792-7014.

Minnesota Statute 504B.181, subd.2(b) requires landlords to notify residential tenants that the handbook Landlords and Tenants: Rights and Responsibilities is available to them. Published by the Office of the Minnesota Attorney General, the handbook can be accessed at www.ag.state.mn.us

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1/26/2026
Item No.: 10.g.

Department Approval

Janice Gundlach

City Manager Approval

Samir P. Trivedi

Item Description: Approve the renewal of a Short-Term Rental License for 1901 Ryan Avenue

Background

Chapter 313 of City Code requires the licensing of non-owner occupied short term rentals of dwelling units, subject to certain exemptions. The original short term rental license for 1901 Ryan Avenue was issued on February 14, 2023. On January 2, 2026, an application (Attachment 1) for renewal of the short term rental license was submitted by the property owner. The property is a three bedroom, single family home. The property owner has certified and attested to the requirement of lodging tax payment, as well as, the maximum occupancy of four or less unrelated adults or one family. The subject property's current short term rental license is valid through February 14, 2026. There have been no nuisance or property maintenance violations in the last five years that impact the ability of the license to be issued. Monthly payments of the required lodging tax have been submitted to the City. Short term rental licenses include the requirement of minimum stays based on on-season (10 days) and off-season (7 days) times of the year.

Upon renewal, the license will be valid for 365 days from the expiration date of the current license and will be one of eleven properties with a current short term rental license. A current copy of the license must be posted in the rental unit, along with current copies of City Code Sections 404, 405 and 602. A draft of the license is provided as Attachment 2.

The applicant has supplied all required license information and paid the license fee of \$540. In accordance with Section 313.03, the process for licensure is outlined in Chapter 301, which requires presentation to the City Council. If approved, the number of properties with an active short-term rental license will remain at 11. Based upon the requirements outlined in the ordinance, the property owner is entitled to the license.

Policy Objectives

Licensing required by Section 909, effective as of February 8, 2021.

Equity Impact Summary

Equity impacts were not evaluated.

Budget Implications

The correct fees were paid to the City at the time of application submittal.

36 **Staff Recommendations**

37 Staff recommends the approval of a one year renewal of a Short-Term Rental License for
38 1901 Ryan Avenue.

39
40 **Requested Council Action**

41 By motion, approve the renewal of the Short-Term Rental License for 1901 Ryan Avenue.

42

43

Prepared by: David Englund, Building Official

Attachments: 1. Application
2. Draft License

44

Menu Reports Help

File Date: [01/02/2026](#)

Application Status: [In Review](#)

Application Detail: [Detail](#)

Application Type: [Short-Term Rental License Application](#)

Address: [1901 Ryan Ave W Roseville MN 55113](#)

Custom Fields: **UNIT DETAILS**

Unit Type	Number of Bedrooms
Single-Family Home	3

CERTIFICATION AND ATTESTATION

Attestation to Occupancy Limits	Attestation to Payment of Lodging Tax
1	1

Contact Info:	Contact Type	Organization Name	Contact Primary Address	Status	Name
	Property Owner			Active	Katie Haferman

Owner Name:

Owner Address:

DBA Name:

Total Fee Assessed: [\\$556.20](#)

Total Fee Invoiced: [\\$556.20](#)

Balance: [\\$0.00](#)

Workflow Status:	Task	Assigned To	Status	Status Date	Action By
	License Issuance				

Initiated by Product: ACA

City of Roseville Short-Term Rental License This certificate must be posted in the rental unit

This rental dwelling unit is hereby licensed in accordance with Chapter 313 of Roseville City Code.

- The Property Owner must comply with all requirements set forth in Roseville City Code. This license may be suspended or revoked for violations of that code.
- Property owners must notify the City of any changes in ownership or type of occupancy.
- Licenses are non-transferable; new owners must apply for a new license.

License Number: STR-XXX

Owner: Katie Haferman

Phone: 412-XXX-XXXX

Email:
kthaferman@gmail.com

Address: 1901 Ryan Ave.

Expiration: 2/14/2027

The City, its designees, the City Council, or its officers, agents, or employees do not warrant or guarantee the safety, fitness, or suitability of any dwelling in the City. Owners or occupants should take whatever steps they deem appropriate to protect their interests, health, safety, and welfare.

MINIMUM STANDARDS AND CODES FOR RENTAL UNITS including but not limited to:

In the Unit:

Carbon Monoxide (CO) Detectors must be within 10 feet of bedrooms; **Smoke Detectors** must be in each sleeping room, each hallway outside sleeping rooms, and on each story, including the basement but not uninhabitable attics/crawl spaces. **CO and Smoke Detectors must NOT be disabled.**

Exits must be free from obstruction inside and out and **Exterior Doors** should open and close easily, be weather tight, and lock/unlock from the inside without a key or special knowledge.

The **Water Heater and Furnace** must be clear (by at least 3 feet) of boxes, junk, or flammable materials; the **Water Heater must have a TPR valve and relief valve discharge pipe.**

Toilets must flush and **Bathrooms** must have an exhaust fan or window.

Taps must have working hot and cold water; no leaking pipes or dripping **Faucets**.

Outlets, Switches, and Panel Boxes must have covers; kitchens and bathrooms should have grounded **GFCI Outlets**.

Rooms used for sleeping should have 1 window or 2 approved means of egress.

Interior Walls, Ceilings, and Window Sills must be clean and free of peeling paint.

Floors must be structurally sound and **Flooring** in good condition with no trip hazards such as ripped carpet or missing tiles.

Working Light Fixtures must be in all halls, stairways, laundry rooms, and furnace rooms.

Handrails must be on all stairs with more than 4 steps and be firmly attached with no missing or loose spindles.

Extension Cords may be used only for portable appliances.

Address Numbers must be clearly visible from the street.

Occupancy:

Rental Units may house 4 unrelated adults or 1 family.

Storage/Waste:

Rubbish must be stored in appropriate containers and removed regularly. Containers must be stored out of public view except on the day of collection and cannot remain at the curb for more than 24 hours. Outdoor Storage of junk is prohibited.

Vehicles/Driveway/Parking:

All Vehicles parked outside must be parked on an approved hard surface (not grass), street operable, and display current registration and proper license plates.

Please observe all No Parking signs. **Parking is not allowed on City streets after a snowfall of more than 2 inches until the streets have been plowed.**

Do not put Snow into the street or onto neighboring properties.

Yard:

Grass/Weeds exceeding 8 inches are prohibited on any property.

Noise:

Prohibited Music is any music audible at the property line or from the adjacent apartment, common hallway, or 50 ft away from the

source between 10 PM and 7 AM. **Additionally, any Events (like parties) that disturb others are prohibited.**

Power Lawn Mowers or other Power Equipment may be operated outside only between 7 AM and 9 PM on weekdays or between the hours of 9 AM and 9 PM on weekends or legal holidays. Snow removal equipment is exempt.

Pets:

Keeping more than 2 Dogs requires a kennel license from the Police Department. Animal Waste must be removed regularly.

WHEN ISSUES ARISE

For an emergency, call 9-1-1

- For maintenance issues, contact the property owner (see contact information in box above).
- For legal matters (such as leases), contact the Minnesota Attorney General's Office at 651-296-3353 or www.ag.state.mn.us
- If the property owner is not maintaining the property, call Roseville Code Enforcement at 651-792-7014.

Minnesota Statute 504B.181, subd.2(b) requires landlords to notify residential tenants that the handbook Landlords and Tenants: Rights and Responsibilities is available to them. Published by the Office of the Minnesota Attorney General, the handbook can be accessed at www.ag.state.mn.us

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1/26/2026

Item No.: 10.h.

Department Approval



City Manager Approval



Item Description: Award Willow Pond Environmental Assessment Worksheet (EAW)
Project Agreement

1
2 **Background**

3 Citywide, there are 200+ public storm ponds that were installed since the 1950's to meet
4 water quality goals, reduce stormwater rate, and help manage localized flooding issues.
5 Over time, the ponds fill with sediment and the design functionality diminishes. Staff is
6 currently prioritizing ponds to have preliminary engineering completed to quantify the
7 material that needs to be removed, determine potential water quality improvements, and
8 estimate costs based on removals.

9
10 Staff is working towards acquiring pertinent permits to dredge the accumulated sediment
11 from Willow Pond. The Department of Natural Resources (DNR) is requiring an
12 Environmental Assessment Worksheet (EAW) as part of their permit application. With
13 Roseville being the responsible government unit (RGU) for the EAW review, staff sent out a
14 request for quotes (RFQ) for consulting services to prepare the EAW on the City's behalf.
15 By having a consultant prepare the EAW, Roseville would remove any bias from the review
16 process.

17
18 **Policy Objectives**

19 It is City policy to improve and maintain drainage to reduce the risk of localized flooding,
20 and to keep infrastructure in good working condition.

21
22 **Equity Impact Summary**

23 There should be no equity impacts associated with this agreement as maintaining our
24 storm sewer infrastructure benefits all residents and property owners.

25
26 **Budget Implications**

27 Staff sent out the RFQ to five consultants, and four proposals were submitted for the
28 preparation of the EAW:
29

Consultant	Cost
EOR	\$20,808.00
HR Green	\$38,130.00
Kimley-Horn	\$19,000.00
WSB	\$26,300.00

After reviewing the proposals, all were deemed complete and all the respondents are fully capable of completing the EAW. With that, the staff selected Kimley-Horn to prepare the EAW for the Willow Pond project in the amount of \$19,000.

The funding for this work will come from the Water Quality Device Rehabilitation budget item through the Storm Fund CIP which has an overall budget of \$585,000 in 2026.

The City's standard Professional Services Agreement was sent to Kimley-Horn for review, and they did provide some comments. The City Attorney has reviewed the modified agreement and is comfortable with the language.

Staff Recommendations

Staff recommend the City Council award the Willow Pond EAW Project to Kimley-Horn and Associates, Inc.

Requested Council Action

Motion to approve awarding the Willow Pond EAW Project to Kimley-Horn and Associates, Inc.

Prepared by: Ryan Johnson, Environmental Manager

Attachments: 1. Willow Pond EAW Project Agreement

**CITY OF ROSEVILLE
PROFESSIONAL SERVICES AGREEMENT**

This Professional Services Agreement (“Agreement”) is made on the 26th day of January 2026, between the City of Roseville, a Minnesota municipal corporation (the “City”), and Kimley-Horn and Associates, 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 in the same location.

2. Term and Termination. The term of this Agreement will commence on January 26, 2026. Unless extended by written agreement of the Parties, this Agreement will terminate no later than December 31, 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. The Consultant shall have the right to terminate this Agreement upon thirty (30) days notice to the City upon breach by City of any of its obligations under this Agreement. In the event of such termination, the Consultant shall be paid for all services performed up to the effective date of the termination and all damages, if any, resulting from the City’s breach of this Agreement.

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: Ryan Johnson, Environmental Mgr.
2660 Civic Center Drive
Roseville, MN 55113

To Consultant:

Kimley-Horn
Attn: Leila Bunge
767 Eustis St, Suite 100
Saint Paul, MN 55114

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, upon receipt of payment by the city, 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 published 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 indemnify and hold the City, and its mayor, councilmembers, officers, and employees, harmless from and against all liability, claims, damages, costs, judgments, losses and expenses, including but not limited to reasonable attorney’s fees, to the extent caused by any negligent or intentionally 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 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, and employees, 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 once final payment has been made, but the Contractor may retain copies of such documents as records of the services provided. Any modifications made by the City to any of the Consultant's documents, or any use, partial use or reuse of the documents without written authorization or adaptation by the Consultant will be at the City's sole risk and without liability to the Consultant, and the City shall indemnify, defend and hold the Consultant harmless from all claims, damages, losses and expenses, including but not limited to attorneys' fees, resulting therefrom. 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. Force Majeure. Notwithstanding any other provision of this Agreement, the Consultant shall not have liability for or be deemed in breach because of delays caused by any factor outside of its reasonable control, including but not limited to natural disasters, adverse weather, or acts of the Client, third parties, or governmental agencies.

22. 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.

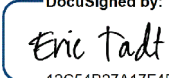
(The remainder of this page has intentionally been left blank.)

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

CITY OF ROSEVILLE

Kimley-Horn and Associates, Inc.

By: _____
Daniel J. Roe, Mayor

DocuSigned by:
By: 
12C54B27A17F4D5...
Its: Eric Tadt Associate

By: _____
Patrick Trudgeon, City Manager

By: _____
Its: _____

EXHIBIT A
WORK & COMPENSATION
(SEE THE FOLLOWING 11 PAGES)



December 11, 2025

Ryan Johnson
City of Roseville
2660 Civic Center Dr.
Roseville, MN 55113

**Re: Professional Services Agreement – Environmental
Willow Pond EAW
Roseville, MN**

Dear Mr. Johnson,

Kimley-Horn and Associates, Inc. (“Kimley-Horn” or “Consultant”) is pleased to submit this letter agreement (the “Agreement”) to City of Roseville (“Client”) for providing environmental study services. The proposed services will be provided in accordance with the terms and conditions set forth herein.

PROJECT UNDERSTANDING

The City of Roseville is looking to make stormwater infrastructure improvements and dredge approximately 11 acres of Willow Pond in 2026/2027. Willow Pond is a Public Waters Wetland and through coordination with the DNR, the city has determined this project is triggering a mandatory EAW per Minnesota Rules 4410.4300, Subpart 27. The DNR has confirmed that the City will be the Responsible Governmental Unit (RGU) and oversee the preparation of the EAW. The development and acceptance process of the EAW documentation is described in the Minnesota Environmental Quality Board’s (EQB) EAW Guidelines: Preparing Environmental Assessment Worksheets. Kimley-Horn will prepare the EAW for the proposed project following the procedures specified by Minnesota Statute and the Minnesota EQB.

SCOPE OF SERVICES

Kimley-Horn will provide the services specifically set forth below.

TASK 1 – ENVIRONMENTAL ASSESSMENT WORKSHEET

Task 1.1 Meetings and Coordination

This subtask assumes up to 25 hours of meetings and coordination with the project team members and the City. One (1) kick-off meeting with the City to discuss the EAW process and schedule and up to 3 progress meetings or calls with the City (and DNR as applicable) are included.

Task 1.2 Complete Environmental Assessment Worksheet

This will consist of the analysis required to complete the EAW for the proposed project. The analysis to be completed is described below:

- **Basic Project Information** - The basic project information such as project title, proposer, RGU (City of Roseville), reason for EAW preparation, project location, and project description. A County map, U.S. Geological Survey topographic map, and project site map will be included in the EAW. This scope of work assumes that the existing project site conditions are available through existing sources or obtained from the city.
- **Permits and Approvals Required** - This section will list all required permits, approvals, and governmental agency reviews required prior to commencement of the project. Any relevant permits previously obtained that are relevant to the review of the proposed project will also be documented.
- **Land Use and Cover Types** - These sections will document current land uses and zoning and discuss any potential conflicts between the project and existing surrounding land uses as well as planned land use. Aerial photos will be used to estimate the existing percentages of cover types

versus the anticipated percentages of cover types after the proposed project is completed. It is anticipated that the city will provide a project plan to document any changes to proposed cover types.

- **Parks and Trails** – Existing and future parks and trails within the project vicinity will be discussed.
- **Prime Farmlands** – Since the project is located within the city limits, no farmlands have been identified within the project site.
- **Geologic Hazards and Soil Conditions** - Data on the geology and groundwater resources of the area will be secured from USGS, MGS, and other appropriate agencies regarding the potential for such resources and the potential for significant impacts to them. This data will also be used to classify soils and potential geological hazards adjacent to Willow Pond. Mitigation measures to minimize environmental problems due to hazards or to prevent groundwater contamination will be discussed.
- **Water Resources**
 - Wetlands - Proposed alteration of any surface water including modifications to Willow Pond will be documented, if applicable.
 - Surface Waters – Any adjacent (within 1 mile) surface waters including streams, rivers, lakes, or other waterbodies will be reviewed for potential impacts.
 - Wells - This will include the identification of any existing wells through a search of the County Well Index Online which was developed by the Minnesota Geological Survey and the Minnesota Department of Health.
 - Wastewater – This section is assumed to be not applicable.
 - Stormwater Runoff - Information for this section will be provided by the City for the description of the quantity and quality of site runoff before and after the project. Any permanent controls to manage and treat runoff will be described as well as items that should be addressed in the stormwater pollution prevention plan that will be required as part of the construction process.
 - Dewatering – Potential dewatering activities during construction will be described.
- **Hazardous Wastes and Storage Tanks** – To determine if there is or is likely to be significant soil or groundwater contamination adjacent to Willow Pond, we will reference the MPCA “What’s in my neighborhood” database and any data provided by the City. Information from any previous environmental work completed by the City will be used to complete this section.
- **Fish, Wildlife and Ecologically Sensitive Resources** – Any existing fish and wildlife habitat areas located on or near Willow Pond will be documented. A DNR Natural Heritage Information System (NHIS) database search will be conducted for the project and this information will be included in the EAW. If any sensitive resources or State species of concern are determined to be present, mitigation measures for any potential impacts will be identified.
- **Traffic/Transportation** – This section is assumed to be not applicable.
- **Air Emissions** – Air quality impact due the stormwater improvements are not anticipated. A brief discussion of dust and odors during construction will be provided in this section.
- **Noise** – A brief discussion on construction noise will be included in this section.
- **Visual Impacts** – Potential visual impact will be addressed.
- **Historic Properties** – A database review from SHPO’s MnSHIP database and OSA’s mapper will be conducted and findings will be incorporated into this section for any potential historical or archeological resources nearby. Both agencies will receive a copy of the EAW during the comment period for review.
- **Greenhouse Gas Emissions (GHG/Carbon Footprint)** – Kimley-Horn will complete the GHG Emissions analysis for construction of the project using the tool developed by the Minnesota EQB.
- **Cumulative Potential Effects** - A review of potential cumulative impacts of the proposed development will be documented in this section of the EAW. This assumes coordination with City staff to identify any known future development adjacent to this project.

This task assumes two (2) revisions of the EAW based on City comments. Additional reviews and revisions to the document would be considered an additional service. Once approved by the City, documents will be prepared for final distribution.

Task 1.3 EAW Distribution and Final Documentation

Kimley-Horn will provide final electronic copies (Word document and .pdf) of the EAW to the City for signature and Kimley-Horn will distribute the EAW and all supporting documentation to all entities listed on the most current version of the MnEQB EAW Distribution List and submission to the EQB for publication in the EQB Monitor. It is assumed that Kimley-Horn will prepare and the City will distribute the required public notice of the availability of the EAW for distribution to at least one local newspaper and on the city's website for notices in the project area.

Comments on the EAW will be collected by the City, and Kimley-Horn will assist with response to comments. Kimley-Horn will present results of the public comment period and any response to comments to the City Council. Kimley-Horn will also prepare the Adequacy Determination and Finding of Fact and Conclusions (FOFC) for adoption and ultimate distribution and will present to the City Council for final approval. The City will review and provide input to the Adequacy Determination and FOFC, as needed.

SERVICES NOT INCLUDED

Other services not included in this Agreement:

- Preparation of materials for and/or attendance at public meetings.

ADDITIONAL SERVICES

Any services not specifically provided for in the above scope will be billed as additional services and performed at our then current hourly rates following receipt of written approval from City staff.

INFORMATION PROVIDED BY CLIENT

We shall be entitled to rely on the completeness and accuracy of all information provided by the City or the City's consultants or representatives. The City shall provide all information requested by Kimley-Horn during the project, including but not limited to the following:

- An executed copy of this agreement
- Project information and proposed project plans
- Prior environmental studies for the area (if available)
- All metrics to be included in the EAW. The metrics will be finalized prior to drafting the EAW. Changes to metrics after Kimley-Horn begins to prepare the draft the EAW could result in a delay in submittal or out of scope work.

SCHEDULE

Kimley-Horn will provide services as expeditiously as practicable to meet a mutually agreed upon schedule as outlined below.

The following is a generalized timeline for the EAW process based upon our experience:

- EAW coordination with City: 1 week
- Draft EAW preparation, including data collection: 4 weeks
- City review of EAW: Variable
- EAW revisions: 1 week
- City review of EAW: Variable
- Finalize EAW: 1 week



- EQB submission: 1 week
- Comment period: 30 days
- Response to comments/draft FOFC: 2 weeks
- City review of draft FOFC and revisions: 1 week
- Finalize FOFC / Negative Declaration: 1 week
- City Council approval: Variable

FEE AND EXPENSES

Kimley-Horn will perform the services in Task 1 for the total lump sum fee below. Individual task amounts are informational only. All permitting, application, and similar project fees will be paid directly by the Client.

Task 1 Environmental Assessment Worksheet **\$19,000**

Total Lump Sum Fee **\$19,000**

Lump sum fees will be invoiced monthly based upon the overall percentage of services performed. Payment will be due within 25 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.

CLOSURE

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the attached Standard Provisions, which are incorporated by reference. As used in the Standard Provisions, "Kimley-Horn" shall refer to Kimley-Horn and Associates, Inc., and "Client" shall refer to City of Roseville.

Kimley-Horn, in an effort to expedite invoices and reduce paper waste, submits invoices via email in a PDF. We can also provide a paper copy via regular mail if requested. Please include the invoice number and Kimley-Horn project number with all payments. Please provide the following information:

____ Please email all invoices to _____

____ Please copy _____

To proceed with the services, please have an authorized person sign this Agreement below and return to us. We will commence services only after we have received a fully-executed agreement. Fees and times stated in this Agreement are valid for sixty (60) days after the date of this letter.

To ensure proper set up of your projects so that we can get started, please complete and return with the signed copy of this Agreement the attached Request for Information. Failure to supply this information could result in delay in starting work on this project.

We appreciate the opportunity to provide these services. Please contact me if you have any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

Signed:

Printed Name: Leila Bunge, AICP

Title: Project Manager

Signed:

Printed Name: Trish Sieh, PE

Title: Vice President

CITY OF ROSEVILLE

SIGNED: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____

Client's Federal Tax ID: _____

Client's Business License No.: _____

Client's Street Address: _____

Attachment – Standard Provisions

**KIMLEY-HORN AND ASSOCIATES, INC.
STANDARD PROVISIONS**

- 1) **Kimley-Horn's Scope of Services and Additional Services.** Kimley-Horn will perform only the services specifically described in this Agreement ("Services"). Any services that are not set forth in the scope of Services described herein will constitute additional services ("Additional Services"). If requested by the Client and agreed to by Kimley-Horn, Kimley-Horn will perform Additional Services, which shall be governed by these provisions. Unless otherwise agreed to in writing, the Client shall pay Kimley-Horn for any Additional Services an amount based upon Kimley-Horn's then-current hourly rates plus an amount to cover certain direct expenses including telecommunications, in-house reproduction, postage, supplies, project related computer time, and local mileage. Other direct expenses will be billed at 1.15 times cost.
- 2) **Client's Responsibilities.** In addition to other responsibilities herein or imposed by law, the Client shall:
 - a. Designate in writing a person to act as its representative, such person having complete authority to transmit instructions, receive information, and make or interpret the Client's decisions.
 - b. Provide all information and criteria as to the Client's requirements, objectives, and expectations for the project and all standards of development, design, or construction.
 - c. Provide Kimley-Horn all available studies, plans, or other documents pertaining to the project, such as surveys, engineering data, environmental information, etc., all of which Kimley-Horn may rely upon.
 - d. Arrange for access to the site and other property as required for Kimley-Horn to provide its services.
 - e. Review all documents or reports presented by Kimley-Horn and communicate decisions pertaining thereto within a reasonable time so as not to delay Kimley-Horn.
 - f. Furnish approvals and permits from governmental authorities having jurisdiction over the project and approvals and consents from other parties as may be necessary.
 - g. Obtain any independent accounting, legal, insurance, cost estimating, and feasibility services required by Client.
 - h. Give prompt written notice to Kimley-Horn whenever the Client becomes aware of any development that affects Kimley-Horn's services or any defect or noncompliance in any aspect of the project.
- 3) **Period of Services.** Unless otherwise stated herein, Kimley-Horn will begin work after receipt of a properly executed copy of this Agreement. This Agreement assumes conditions permitting continuous and orderly progress through completion of the services. Times for performance shall be extended as necessary for delays or suspensions due to circumstances that Kimley-Horn does not control. If such delay or suspension extends for more than six months, Kimley-Horn's compensation shall be renegotiated.
- 4) **Method of Payment.** Client shall pay Kimley-Horn as follows:
 - a. Invoices will be submitted periodically for services performed and expenses incurred. Payment of each invoice will be due within 25 days of receipt. The Client shall also pay any applicable sales tax. All retainers will be held by Kimley-Horn and applied against the final invoice. Interest will be added to accounts not paid within 25 days at the maximum rate allowed by law. If the Client fails to make any payment due under this or any other agreement within 30 days after Kimley-Horn's transmittal of its invoice, Kimley-Horn may, after giving notice to the Client, suspend services and withhold deliverables until all amounts due are paid.
 - b. The Client will remit all payments electronically to:

Account Name: KIMLEY-HORN AND ASSOCIATES, INC.
 Bank Name and Address: WELLS FARGO BANK, N.A., SAN FRANCISCO, CA 94104
 Account Number: 2073089159554
 ABA#: 121000248
 - c. The Client will send the project number, invoice number and other remittance information by e-mail to payments@kimley-horn.com at the time of payment.
 - d. If the Client relies on payment or proceeds from a third party to pay Kimley-Horn and Client does not pay Kimley-Horn's invoice within 60 days of receipt, Kimley-Horn may communicate directly with such third party to secure payment.
 - e. If the Client objects to an invoice, it must advise Kimley-Horn in writing giving its reasons within 14 days of receipt of the invoice or the Client's objections will be waived, and the invoice shall conclusively be deemed due and owing. If the Client objects to only a portion of the invoice, payment for all other portions remains due.
 - f. If Kimley-Horn initiates legal proceedings to collect payment, it shall recover, in addition to all amounts due, its reasonable attorneys' fees, reasonable experts' fees, and other expenses related to the proceedings.

Such expenses shall include the cost, at Kimley-Horn's normal hourly billing rates, of the time devoted to such proceedings by its employees.

- g. The Client agrees that the payment to Kimley-Horn is not subject to any contingency or condition. Kimley-Horn may negotiate payment of any check tendered by the Client, even if the words "in full satisfaction" or words intended to have similar effect appear on the check without such negotiation being an accord and satisfaction of any disputed debt and without prejudicing any right of Kimley-Horn to collect additional amounts from the Client.
- 5) **Use of Deliverables.** All documents, data, and other deliverables prepared by Kimley-Horn are related exclusively to the services described in this Agreement and may be used only if the Client has satisfied all of its obligations under this Agreement. They are not intended or represented to be suitable for use or reuse by the Client or others on extensions of this project or on any other project. Any modifications by the Client to any of Kimley-Horn's deliverables, or any reuse of the deliverables without written authorization by Kimley-Horn will be at the Client's sole risk and without liability to Kimley-Horn, and the Client shall indemnify, defend and hold Kimley-Horn harmless from all claims, damages, losses and expenses, including but not limited to attorneys' fees, resulting therefrom. Kimley-Horn's electronic files and source code remain the property of Kimley-Horn and shall be provided to the Client only if expressly provided for in this Agreement. Any electronic files not containing an electronic seal are provided only for the convenience of the Client and use of them is at the Client's sole risk. In the case of any defects in the electronic files or any discrepancies between them and the hardcopy of the deliverables prepared by Kimley-Horn, the hardcopy shall govern.
- 6) **Intellectual Property.** Kimley-Horn may use or develop its proprietary software, patents, copyrights, trademarks, trade secrets, and other intellectual property owned by Kimley-Horn or its affiliates ("Intellectual Property") in the performance of this Agreement. Intellectual Property, for purposes of this section, does not include deliverables specifically created for Client pursuant to the Agreement and use of such deliverables is governed by section 5 of this Agreement. Unless explicitly agreed to in writing by both parties to the contrary, Kimley-Horn maintains all interest in and ownership of its Intellectual Property and conveys no interest, ownership, license to use, or any other rights in the Intellectual Property to Client. Any enhancements of Intellectual Property made during the performance of this Agreement are solely owned by Kimley-Horn and its affiliates. If Kimley-Horn's services include providing Client with access to or a license for Kimley-Horn's (or its affiliates') proprietary software or technology, Client agrees to the terms of the Software License Agreement set forth at <https://www.kimley-horn.com/khts-software-license-agreement> ("the License Agreement") which terms are incorporated herein by reference.
- 7) **Opinions of Cost.** Because Kimley-Horn does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to the costs of construction and materials, are made solely based on its judgment as a professional familiar with the industry. Kimley-Horn cannot and does not guarantee that proposals, bids or actual costs will not vary from its opinions of cost. If the Client wishes greater assurance as to the amount of any cost, it shall employ an independent cost estimator. Kimley-Horn's services required to bring costs within any limitation established by the Client will be paid for as Additional Services.
- 8) **Termination.** The obligation to provide further services under this Agreement may be terminated by either party upon seven days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof, or upon thirty days' written notice for the convenience of the terminating party. Kimley-Horn shall be paid for all services rendered and expenses incurred to the effective date of termination, and other reasonable expenses incurred by Kimley-Horn as a result of such termination.
- 9) **Standard of Care.** The standard of care applicable to Kimley-Horn's services will be the degree of care and skill ordinarily exercised by consultants performing the same or similar services in the same locality at the time the services are provided. No warranty, express or implied, is made or intended by Kimley-Horn's performance of services, and it is agreed that Kimley-Horn is not a fiduciary with respect to the Client.
- 10) **LIMITATION OF LIABILITY.** In recognition of the relative risks and benefits of the Project to the Client and Kimley-Horn, the risks are allocated such that, to the fullest extent allowed by law, and notwithstanding any other provisions of this Agreement or the existence of applicable insurance coverage, that the total liability, in the aggregate, of Kimley-Horn and Kimley-Horn's officers, directors, employees, agents, and subconsultants to the Client or to anyone claiming by, through or under the Client, for any and all claims,

losses, costs, attorneys' fees, or damages whatsoever arising out of or in any way related to the services under this Agreement from any causes, including but not limited to, the negligence, professional errors or omissions, strict liability or breach of contract or any warranty, express or implied, of Kimley-Horn or Kimley-Horn's officers, directors, employees, agents, and subconsultants, shall not exceed twice the total compensation received by Kimley-Horn under this Agreement or \$50,000, whichever is greater. Higher limits of liability may be negotiated for additional fee. This Section is intended solely to limit the remedies available to the Client or those claiming by or through the Client, and nothing in this Section shall require the Client to indemnify Kimley-Horn.

- 11) **Mutual Waiver of Consequential Damages.** In no event shall either party be liable to the other for any consequential, incidental, punitive, or indirect damages including but not limited to loss of income or loss of profits.
- 12) **Construction Costs.** Under no circumstances shall Kimley-Horn be liable for extra costs or other consequences due to changed or unknown conditions or related to the failure of contractors to perform work in accordance with the plans and specifications. Kimley-Horn shall have no liability whatsoever for any costs arising out of the Client's decision to obtain bids or proceed with construction before Kimley-Horn has issued final, fully approved plans and specifications. The Client acknowledges that all preliminary plans are subject to substantial revision until plans are fully approved and all permits obtained.
- 13) **Certifications.** All requests for Kimley-Horn to execute certificates, lender consents, or other third-party reliance letters must be submitted to Kimley-Horn at least 14 days prior to the requested date of execution. Kimley-Horn shall not be required to execute certificates, consents, or third-party reliance letters that are inaccurate, that relate to facts of which Kimley-Horn does not have actual knowledge, or that would cause Kimley-Horn to violate applicable rules of professional responsibility.
- 14) **Dispute Resolution.** All claims arising out of this Agreement or its breach shall be submitted first to mediation in accordance with the American Arbitration Association as a condition precedent to litigation. Any mediation or civil action by Client must be commenced within one year of the accrual of the cause of action asserted but in no event later than allowed by applicable statutes.
- 15) **Hazardous Substances and Conditions.** Kimley-Horn shall not be a custodian, transporter, handler, arranger, contractor, or remediator with respect to hazardous substances and conditions. Kimley-Horn's services will be limited to analysis, recommendations, and reporting, including, when agreed to, plans and specifications for isolation, removal, or remediation. Kimley-Horn will notify the Client of unanticipated hazardous substances or conditions of which Kimley-Horn actually becomes aware. Kimley-Horn may stop affected portions of its services until the hazardous substance or condition is eliminated.
- 16) **Construction Phase Services.**
 - a. If Kimley-Horn prepares construction documents and Kimley-Horn is not retained to make periodic site visits, the Client assumes all responsibility for interpretation of the documents and for construction observation, and the Client waives any claims against Kimley-Horn in any way connected thereto.
 - b. Kimley-Horn shall have no responsibility for any contractor's means, methods, techniques, equipment choice and usage, equipment maintenance and inspection, sequence, schedule, safety programs, or safety practices, nor shall Kimley-Horn have any authority or responsibility to stop or direct the work of any contractor. Kimley-Horn's visits will be for the purpose of observing construction and reporting to the Client whether the contractors' work generally conforms to the construction documents prepared by Kimley-Horn. Kimley-Horn neither guarantees the performance of contractors, nor assumes responsibility for any contractor's failure to perform its work in accordance with the contract documents.
 - c. Kimley-Horn is not responsible for any duties assigned to it in the construction contract that are not expressly provided for in this Agreement. The Client agrees that each contract with any contractor shall state that the contractor shall be solely responsible for job site safety and its means and methods; that the contractor shall indemnify the Client and Kimley-Horn for all claims and liability arising out of job site accidents; and that the Client and Kimley-Horn shall be made additional insureds under the contractor's general liability insurance policy.
- 17) **No Third-Party Beneficiaries; Assignment and Subcontracting.** This Agreement gives no rights or benefits to anyone other than the Client and Kimley-Horn, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole benefit of the Client and Kimley-Horn. The Client shall not assign or transfer any rights under or interest in this Agreement, or any claim arising out of the performance

of services by Kimley-Horn, without the written consent of Kimley-Horn. Kimley-Horn reserves the right to augment its staff with subconsultants as it deems appropriate due to project logistics, schedules, or market conditions. If Kimley-Horn exercises this right, Kimley-Horn will maintain the agreed-upon billing rates for services identified in the contract, regardless of whether the services are provided by in-house employees, contract employees, or independent subconsultants.

18) **Preliminary Notice – Liens.**

(A) ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.

(B) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.

19) **Confidentiality.** The Client consents to the use and dissemination by Kimley-Horn of photographs of the project and to the use by Kimley-Horn of facts, data and information obtained by Kimley-Horn in the performance of its services. If, however, any facts, data or information are specifically identified in writing by the Client as confidential, Kimley-Horn shall use reasonable care to maintain the confidentiality of that material.

20) **Miscellaneous Provisions.** This Agreement is to be governed by the law of the State of Minnesota. This Agreement contains the entire and fully integrated agreement between the parties and supersedes all prior and contemporaneous negotiations, representations, agreements, or understandings, whether written or oral. Except as provided in Section 1, this Agreement can be supplemented or amended only by a written document executed by both parties. Any conflicting or additional terms on any purchase order issued by the Client shall be void and are hereby expressly rejected by Kimley-Horn. If Client requires Kimley-Horn to register with or use an online vendor portal for payment or any other purpose, any terms included in the registration or use of the online vendor portal that are inconsistent or in addition to these terms shall be void and shall have no effect on Kimley-Horn or this Agreement. Any provision in this Agreement that is unenforceable shall be ineffective to the extent of such unenforceability without invalidating the remaining provisions. The non-enforcement of any provision by either party shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

Leila Bunge, AICP

Environmental Planning / Project Manager

Leila is a planner with over 10 years of experience in federal and state level environmental documentation for city, county, and state projects in Minnesota. As part of the review process, Leila coordinates with agency and project staff to address questions related to project impacts and mitigation needed. Leila has recently managed the state level environmental documentation process through adoption of multiple EAWs and AUARs including the City of Brooklyn Park NorthPark AUAR update, City of St. Louis Park West End Office Park Development EAW, and City of Rosemount Rich Valley East AUAR. Leila also assisted the City of Maplewood with the EAW petition review of 1136/1160 Frost Avenue East Development in 2023.

Professional Licensure, Education, and Professional Affiliations:

- Master of Urban and Regional Planning, University of Minnesota-Twin Cities
- Bachelor of Arts, Architecture, University of Minnesota- Twin Cities
- American Institute of Certified Planners

Relevant Experience

EAW Review for Century Ponds Development, Maplewood, MN – Environmental Planner/Project Manager

EAW Petition Review for 1136/1160 Frost Avenue East Development, Maplewood, MN – Environmental Planner/Project Manager

West End Office Park Development EAW, St. Louis Park, MN – Environmental Planner/Project Manager

900 Marquette EAW, Minneapolis, MN – Environmental Planner

325 Blake Road EAW, Hopkins, MN – Environmental Planner/Project Manager

Launch Park AUAR Update, Lakeville, MN – Environmental Planner

TCAAP AUAR Update, Arden Hills, MN– Environmental Planner

NorthPark AUAR Update, Brooklyn Park, MN– Environmental Planner/Project Manager

Rich Valley East AUAR, Rosemount, MN – Environmental Planner

Burnsville Center AUAR, Burnsville, MN – Environmental Planner

Prudential Campus AUAR, Plymouth, MN – Environmental Planner

East Gateway AUAR, Minneapolis, MN – Environmental Planner

Aaron Stolte, CMWP

Species Review

Aaron has 10 years of experience in environmental planning and natural resources evaluation. He has assisted a wide variety of both public and private clients through project planning, design, construction oversight, and long-term monitoring. He is known for his ability to work in a multidisciplinary planning and design environment and values collaborative decision-making. As a Certified Minnesota Wetland Professional, his expertise is in wetland science including developing restoration plans. He also has extensive experience with state and local natural resource regulations, having worked closely with relevant agencies on project development throughout his career. Other relevant project experience includes assisting with several comprehensive stormwater management plans, protected species evaluations, and community engagement.

Professional Licensure, Education, and Professional Affiliations:

- Bachelor of Arts, Biology, Saint John's University
- Bachelor of Arts, Environmental Studies, Saint John's University
- Certified Minnesota Wetland Professional

Relevant Experience

Blatnik Bridge Preliminary Engineering, Duluth, MN – Environmental Scientist

Rice Creek Remeander, Ramsey County/Arden Hills, MN – Environmental Scientist

Wetland Restoration Consultant for Southwest Light Rail Transit (SWLRT), Minneapolis, MN – Project Manager

Ole Olson -26th Construction Assistance, Le Sueur, MN – Environmental Scientist

26th Avenue North Overlook - Final Design, Minneapolis, MN – Environmental Scientist

179th Street Bridge at North Creek Preliminary Engineering, Lakeville, MN – Environmental Scientist

Douglas Road, Lee's Summit, MO – Environmental Scientist

N. Oak Trafficway, Kansas City, MO – Environmental Scientist

Winner Road, Independence, MO – Environmental Scientist

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 1/26/2026

Item No.: 10.i.

Department Approval

Janice Gundlach

City Manager Approval

Samuel Truog

Item Description: Adopt a Resolution approving motor vehicle repair as a Conditional Use for Roseville Automotive, 2150 Hamline Avenue

Background

Legislative Authority

When considering Conditional Use 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 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 Conditional Use 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.

Background

On January 29, 2024, the City Council approved a Zoning Code text change in support of allowing "motor vehicle repair, auto body shop" as a Conditional Use (CU) in the Neighborhood Mixed-Use (MU-1) district. This text amendment to Table 1005-2 changed "motor vehicle repair, auto body shop" from a prohibited use to a CU in the MU-1 district.

Scott Beitz is a prospective buyer of Roseville Automotive located at 2150 Hamline Avenue and has filed an application for CU consideration. The property, located at the southeast corner of Hamline and County Road B, was originally constructed in 1954 and has always been an automobile service station and is therefore permitted to operate given the use was established prior to current CU requirement.

However, Mr. Beitz intends to grow the business by constructing additional service bays to keep pace with the growth of his business. Given the current CU requirement, this addition/business expansion requires consideration and approval of a CU. The proposed 52-foot by 30-foot addition to the south side of the existing service station required a 17.5-foot variance to the 20-foot minimum side yard setback. The variance was approved by the Variance Board (2-1) on December 3, 2025, and has gone into effect since no appeal of the approval was received. The CU request, including plans for the proposed addition, are detailed in the Request for Planning Commission Action provided as Attachment 1.

This request mirrors a similar request made by another automotive repair business located on the opposite corner of this same intersection of County Road B and Hamline Avenue.

Policy Objectives

The regulations provided in the Zoning Code intend to govern the use of all land and structures within the City.

Equity Impact Summary

40 Equity impacts were not evaluated for this request.

41

42 **Budget Implications**

43 Not Applicable

44

45 **Staff Recommendations**

46 On December 3, 2025, the Roseville Planning Commission held the duly noticed public hearing on the
47 request by Scott Beitzr for a Conditional Use in support of motor vehicle repair (see meeting minutes in
48 Attachment 2). At the hearing, no individuals were present to address the Commission other than the
49 applicant. Planning Commissioners did not have any substantive questions for staff or the applicant,
50 noting support of Mr. Beitz's plans to expand the business and agreement with the staff
51 recommendation.

52

53 During the public hearing on the variance request, held at the Variance Board meeting the same
54 evening, Variance Board Member Barstad asked City Planner Paschke whether the 17.5-foot variance
55 would set a precedent and whether variances had been approved in the past. Paschke indicated the
56 setback variance would not automatically set a precedent given each request is unique, but noted that
57 past variance approvals can influence current/future requests if circumstances are similar. This point is
58 tangentially relevant to the CU request because the Variance was not unanimously approved, with Chair
59 Aspnes voicing concerns that the setback encroachment was too great. Variance Board meeting
60 minutes are provided as Attachment 3.

61

62 The Planning Commission voted 6-0, with one abstention (Commissioner Aspnes) to recommend to the
63 City Council approval of a CU supporting the motor vehicle repair at 2150 Hamline Avenue, based on
64 the comments and findings outlined in the Request for Planning Commission Action dated December 3,
65 2025, public input, and Commission deliberation.

66

67 **Requested Council Action**

68 Adopt the Resolution provided as Attachment 4, approving a Conditional Use pursuant to §1009.02.C of
69 the Roseville City Code in support of motor vehicle repair at 2150 Hamline Avenue based on the stated
70 comments and findings.

71

72

Prepared by: Thomas Paschke, City Planner

Attachments:

1. December 3, 2025 Request for Planning Commission Action
2. Planning Commission Meeting Minutes
3. Variance Board Meeting Minutes
4. Resolution

73

ROSEVILLE
REQUEST FOR COMMISSION ACTION

Date: **12/3/2025**Item No.: **7.a.**

Department Approval

Agenda Section

Janice Gundlach

Public Hearing

Item Description: PF25-018: Consider a request by Scott Beitz of Roseville Automotive for motor vehicle repair, auto body shop as a CONDITIONAL USE at 2150 Hamline Avenue

Application Information

Applicant: Scott Beitz

Location: 2150 Hamline Avenue

Application Submission: November 7, 2025

City Action Deadline: January 6, 2026

Zoning: Neighborhood Mixed-Use (MU-1)

Background

On January 29, 2024, the City Council approved a Zoning Code text change in support of allowing "motor vehicle repair, auto body shop" as a Conditional Use (CU) in the Neighborhood Mixed-Use (MU-1) district. This text amendment to Table 1005-2 changed "motor vehicle repair, auto body shop" from a prohibited use to a CU in the MU-1 district.

Scott Beitz is the future owner of Roseville Automotive located at 2150 Hamline Avenue. The property, located at the southeast corner of Hamline and County Road B, was originally constructed in 1954 and has always been a motor fuel and automobile service station.

The CU is necessary for the existing uses of the property to conform to the Zoning Code and to allow Mr. Beitz the ability to grow his business by constructing additional service bays to keep pace with the growth of his business. The proposed 52-foot by 30-foot addition to the south side of the existing service station requires a 17.5-foot variance to the 20-foot minimum side yard setback. Said Variance request will be considered by the Variance Board on December 3 prior to the Planning Commission meeting and the Board's decision on the variance will be forwarded to the Commission.

Review of General Conditional Use Criteria:

Zoning Code §1009.02.C sets the criteria for reviewing general conditional use requests. These established general standards and criteria have been developed to assist the Planning Commission and City Council in determining whether a request complies with those stated findings. Given the motor vehicle repair use has existed on this site for over sixty years, staff's analysis of compliance with the CU findings is based on that historical use. The Planning Division's review of these criteria was also based on the attached project development plans to build an addition and the project narrative provided by the applicant. Please note, while the existing use and proposal to expand service bays has been analyzed against the general CU criteria provided in the Zoning Code and outlined below, many other requirements will apply to the proposed addition that are not a component of the CU review. Therefore, not every required Code standard is outlined herein or discussed as part of the conditional use process. Rather, staff will conduct a thorough Code review at the time of building permit when more detailed plans and specifications are provided.

The general code standards and criteria that must be considered with a conditional use are outlined in §1009.02.C and are as follows:

1. ***The proposed use is not in conflict with the Comprehensive Plan.*** While an addition to a motor vehicle repair business doesn't appreciably advance land use goals of the Comprehensive Plan, aside from facilitating continued investment in a property, the Planning Division has concluded the proposed use does not conflict with land use goals outlined within the Comprehensive Plan either. More specifically, the General and Commercial Area Goals and Policies sections of the Comprehensive Plan include a number of policies related to reinvestment, redevelopment, quality development, and scale. Therefore, the Planning Division has determined that the proposed addition to Roseville Automotive would align with the related goals and policies of the Comprehensive Plan.
2. ***The proposed use is not in conflict with a Regulating Map or other adopted plan.*** The proposed use is not in conflict with such plans because none apply to the property.
3. ***The proposed use is not in conflict with any City Code requirements.*** Assuming the Variance to the side yard minimum setback requirement is approved, the site and use have been determined to not conflict with any other Code regulation. If the CU is approved, at the time of building permit a full Code analysis will be completed and if the applicant is unable to meet a required standard the permit will not be issued until compliance has been achieved.
4. ***The proposed use will not create an excessive burden on parks, streets, and other public facilities.*** The Planning Division does not anticipate the proposal will intensify any practical impacts on parks, streets, or public infrastructure. The pre-existing use as a motor vehicle repair business has been in place for over six decades and in that time, there has not been any impacts on parks, streets, or public infrastructure. The proposed two-stall service bay addition presumably could increase traffic, but that has been determined to be an insignificant increase given the two adjacent County roads and the traffic levels those roads already carry. Sanitary sewer and water in the area have acceptable capacity if there is a need for additional services.
5. ***The proposed use will not be injurious to the surrounding neighborhood, will not negatively impact traffic or property values, and will not otherwise harm the public health, safety, and general welfare*** The Planning Division does not anticipate the proposal will be injurious to the surrounding neighborhood or negatively impact traffic, property values, or harm the public health, safety, or general welfare. The existing motor vehicle repair business has existed at the subject address for over six decades and, to staff's knowledge, has been a good neighbor to the area, with little or no impact. The proposed addition of two service stalls will have negligible additional impacts. Staff would further argue that the visual impacts to the surrounding neighborhood will be lessened as the area proposed for the addition is an area that is currently used for outdoor parking and/or storage of items and increasing building square footage represents investment in the property. Therefore, the Planning Division has determined the use will not be injurious to the surrounding neighborhood, will not negatively impact traffic or property values, and will not otherwise harm public health, safety, and general welfare.

Public Comment

At the time this report was prepared, Planning Division staff had not received any comments or questions about the proposed CU.

Staff Recommendation

Planning Division staff recommends approval of a CU supporting the motor vehicle repair, auto body shop use at 2150 Hamline Avenue, based on the submitted plans and comments and findings of this report.

Requested Planning Commission Action

By motion, recommend approval of a CU supporting the motor vehicle repair, auto body shop use at 2150 Hamline Avenue, based on the submitted plans, comments and findings of this report, public input,

and Planning Commission deliberation.

Alternative Actions

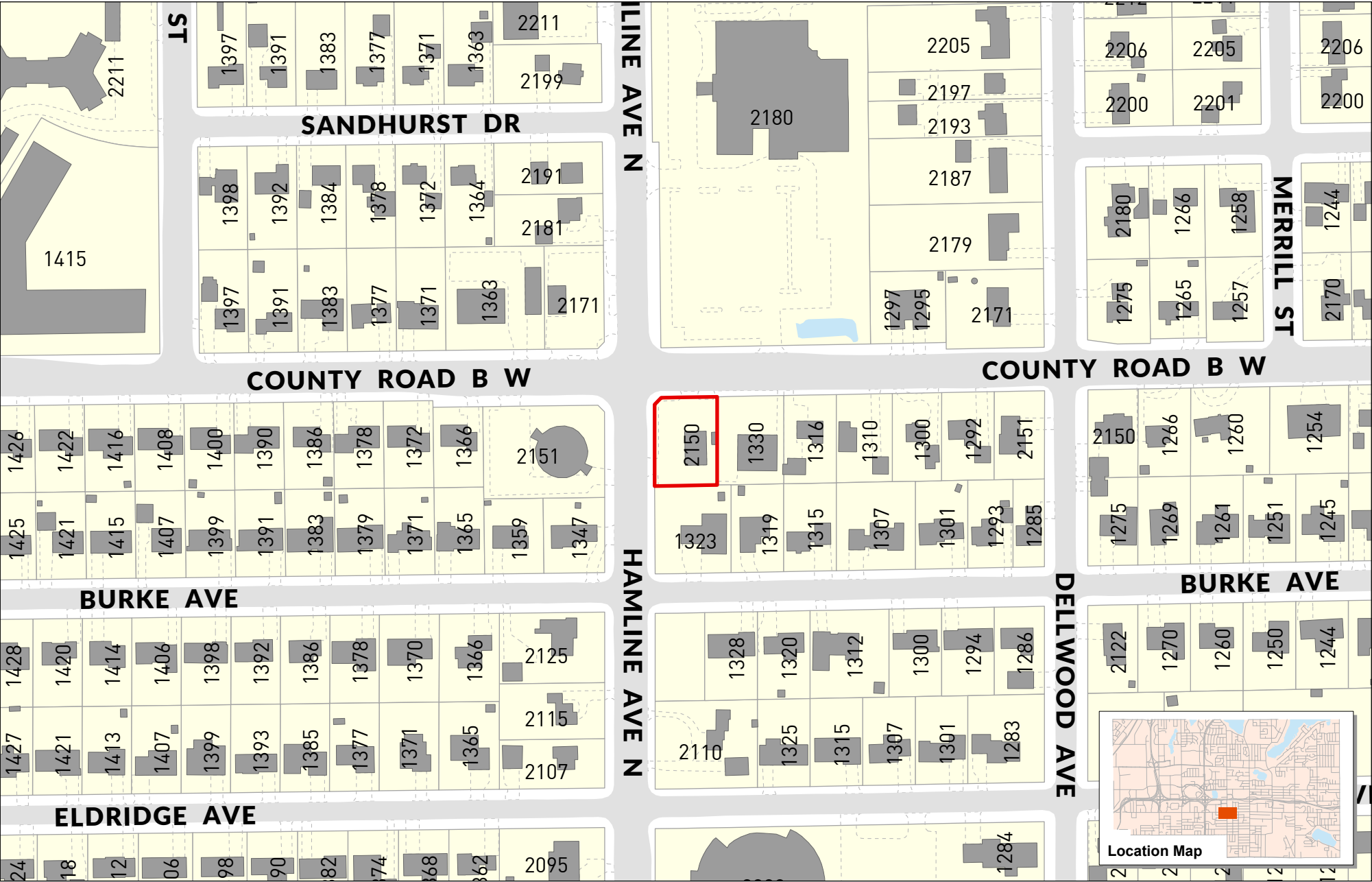
Pass a motion to table the item for future action. An action to table consideration of the requested CU must be based on the need for additional information or further analysis to reach a decision on one or both requests. Tabling may require extension of the 60-day action deadline established in Minn. Stat. 15.99 to avoid statutory approval.

Adopt a resolution denying the requested CU. A denial must be supported by specific findings of fact based on the Planning Commission's review of the application, applicable zoning regulations, and the public record.

Prepared by: Thomas Paschke, City Planner

Attachments:

1. Base Map
2. Aerial Photo
3. Narrative and Proposed Development Plans



Attachment 2: Planning File 25-018



Prepared by:

Community Development Department

Printed: November 24, 2025

Data Sources

* Ramsey County GIS Base Map (11/4/2025)

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



0 50 100 Feet



Variance/Addition Narrative

Applicant: *Scott Beitz*

Subject Property: *Roseville Automotive*

2150 Hamline Ave N Roseville, MN 55113

To whom it may concern,

We are acquiring the property located at 2150 Hamline Ave N in the City of Roseville and are requesting approval for an addition on the South side of the existing structure. We have put extensive time and consideration into the location, layout, and purpose of this proposed expansion.

Roseville Automotive has served the community for more than 20 years, building a strong reputation and loyal customer base. The business has grown to a point where the current space no longer supports the volume of work. Adding service bays will allow for faster turnaround times, smoother vehicle flow, and a reduction in parking and access congestion that can occur during peak hours. The goal is to create a more efficient and functional operation, for both customers and the community.

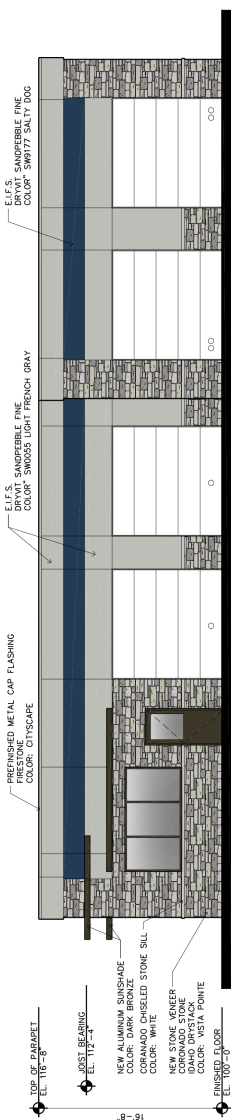
The current business owner resides in the home to the south along the proposed variance. He is fully supportive of the project and is enthusiastic about improving the view, and buffering the sight line and noise from the main road. There have been conversations with the other neighboring properties, also in support of the proposed addition.

We understand the prominence of this corner, and the importance of maintaining a clean, favorable curb appeal. As part of this project, we plan to fully update and modernize the complete exterior, with stone veneer finishes and painted E.I.F.S with a scored pattern. We would also intend to remodel the lobby to better reflect the quality and character of the neighborhood.

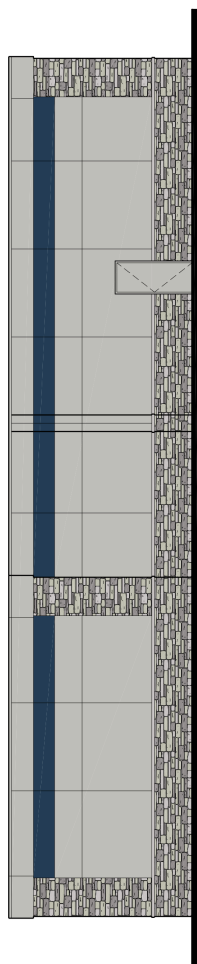
The proposed design is the result of considerable evaluation. After studying multiple configurations, we determined that the south-side addition is the most practical and beneficial. This layout maximizes parking, supports the best internal and external traffic flow, and preserves essential access to the east side of the site, where the gas main, sewer trap, and staging areas are located. Building elsewhere on the site would create operational challenges and reduce overall site efficiency.

We appreciate your consideration for this proposal. Our operators grew up in this community and are committed to being long-term partners with the City of Roseville. This project not only creates more jobs, but additional tax base. We look forward to continuing to serve the area with the highest standards of service and professionalism.

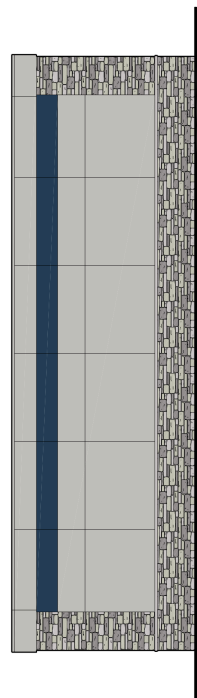




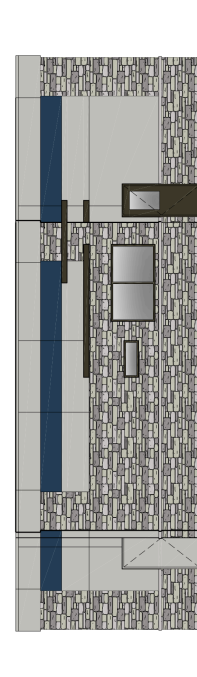
2 WEST ELEVATION
A2 SCALE: 3/16" = 1'-0"



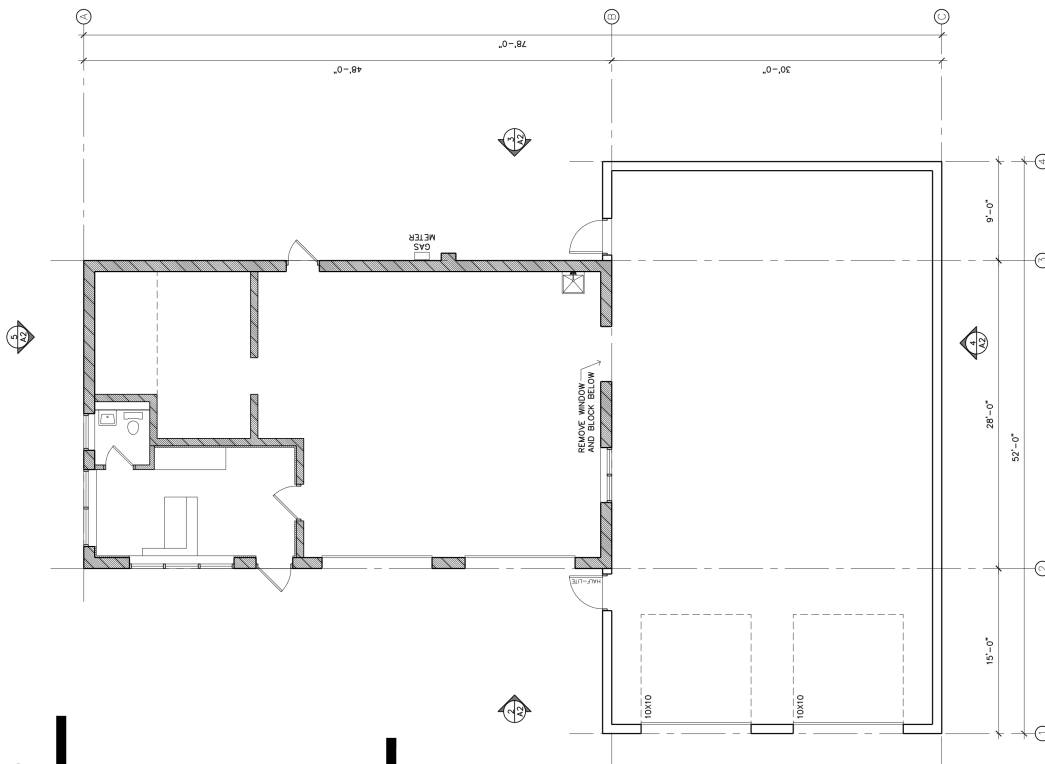
3 EAST ELEVATION
A2 SCALE: 3/16" = 1'-0"



4 SOUTH ELEVATION
A2 SCALE: 3/16" = 1'-0"



5 NORTH ELEVATION
A2 SCALE: 3/16" = 1'-0"



1 FLOOR PLAN
A2 SCALE: 3/16" = 1'-0"

EXTRACT FROM THE DRAFT DECEMBER 3, 2025, PLANNING COMMISSION MEETING MINUTES

a. Consider a Request by Scott Beitz of Roseville Automotive for Motor Vehicle Repair, Auto Body Shop as a Conditional Use at 2150 Hamline Avenue (PF25-018)

Chair Bjorum opened the public hearing for PF25-018 at approximately 6:34 p.m. and reported on the purpose and process of a public hearing. He advised that this item will be before the City Council on January 12, 2026.

City Planner Paschke detailed the request by Scott Beitz for conditional use at 2150 Hamline Avenue for Roseville Automotive. The request includes expanding the business and meeting certain code requirements. The property is owned by the current Roseville Automotive owner, who is selling it. The proposal meets the criteria for conditional use as outlined in the zoning ordinance.

Mr. Scott Beitz, the applicant, clarified that the business will be an auto repair shop, not an auto body shop. He explained he planned to update the building with stone veneer and stucco and address code violations. The addition aims to improve the flow and address parking issues.

Member McGehee asked about a house next to the property and meetings with adjacent property owners.

Mr. Paschke confirmed that the applicant met with adjacent property owners and received no opposition.

Public Comment

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

Chair Bjorum asked the applicant if he would like to speak further on the subject.

Mr. Beitz reiterated the need for the addition and the updates planned for the business.

MOTION

Member McGehee moved, seconded by Member Lynch, to recommend to the City Council approval of a CU Supporting the Motor Vehicle Repair, Auto Body Shop use at 2150 Hamline Avenue, based on the Submitted Plans and Comments and Findings of this Report (PF25-000).

Ayes: 6

Nays: 0

Abstain: 1 (Aspnes)

Motion carried.

EXTRACT FROM DECEMBER 3, 2025, VARIANCE BOARD MINUTES

c. PLANNING FILE 25-018

Consider a Request by Scott Beitz of Roseville Automotive to Allow a Proposed Addition to Encroach into the Minimum Required Side Yard Setback at 2150 Hamline Avenue.

City Planner Thomas Paschke reviewed the variance request for this property, as detailed in the staff report dated December 3, 2025.

Mr. Paschke presented the request by Mr. Scott Beitz to allow a proposed addition to encroach into the minimum required side yard setback at 2150 Hamline Avenue. The addition would include two new stalls and provide more storage and better access for the business, encroaching approximately 17.5 feet into the south side yard setback. The variance is recommended given the site's unique circumstances and the need to support a thriving business.

Member Barstad inquired about the risks of proximity to the property line.

Mr. Paschke discussed the distance separation from the adjacent property line and the main purpose of required setbacks being for addressing site drainage. He further indicated site drainage for the proposal could be resolved in a number of ways.

Chair Aspnes voiced concerns regarding doubling the size of the building on the small lot size, parking issues, and closeness to residential properties.

Mr. Scott Beitz, the applicant, addressed the Board to explain the need for more parking bays to improve efficiency. He mentioned efforts to resolve drainage issues by working with Xcel Energy and the neighboring property owner on a legal parking easement.

Mr. Troy Miller, owner of Troy's Corner, supported the variance, stressing the significance of providing reliable transportation options for the community.

Ms. Karen Olson, a resident and customer of Roseville Auto Repair, supported the variance but expressed concerns about possible effects on property values.

Mr. Perry Nolan, owner of Roseville Auto Repair, addressed the Board about his business needs and shared his expectations regarding what Mr. Beitz can do to help keep his business operating.

Chair Aspnes closed the public hearing at 6:10 p.m.

Member Barstad inquired about precedents for similar variances.

Mr. Paschke confirmed that such variances have been granted in the past.

MOTION

Member Campbell Jensen moved, seconded by Member Barstad, to recommend approval of a 2.5-foot side yard setback when 20 feet is normally required for a proposed 52-foot by 30-foot vehicle service addition to the existing building, based on the submitted plans and the comments and findings of the report.

Ayes: 2

Nays: 1 (Aspnes)

Motion carried.

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 26th day of January 2026, at 6:00 p.m.

The following Council Members were present: _____;
and _____ were absent.

Council Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. ____ A RESOLUTION APPROVING A CONDITIONAL USE FOR MOTOR VEHICLE REPAIR AT 2150 HAMLINE AVENUE (PF25-018).

WHEREAS, motor vehicle repair is a use in the Neighborhood Mixed-Use (MU-1) district requiring an approved Conditional Use, and

WHEREAS, City Code §1009.02.C establishes general CU criteria that is required to be met by a CU proposal; and

WHEREAS, the Roseville Planning Commission held the public hearing regarding the proposed CU for motor vehicle repair at 2150 Hamline Avenue on December 3, 2025, voting 6-0 (with one abstention) to recommend approval of the CU for Scott Beitz (Roseville Automotive); and

WHEREAS, the property at 2150 Hamline Avenue is legally described as:

Parcel ID: 152923120088

requires legal description

WHEREAS, the City Council considered the request and determined that approval of motor vehicle repair at 2150 Hamline Avenue pursuant to 1009.02.C of the City Code will not result in adverse impacts on the surrounding properties based on the following findings:

GENERAL CONDITIONAL USE CRITERIA §1009.02.C:

- a. The proposed use is not in conflict with the Comprehensive Plan.* While an addition to a motor vehicle repair business doesn't appreciably advance land use goals of the Comprehensive Plan, aside from facilitating continued investment in a property, the City Council has concluded the proposed use does not conflict with land use goals outlined within the Comprehensive Plan either. More specifically, the General and Commercial Area Goals and Policies sections of the Comprehensive Plan include a number of policies related to reinvestment, redevelopment, quality development, and scale. Therefore, the City Council has determined that the proposed addition to Roseville Automotive would align with the related goals and policies of the Comprehensive Plan.
- b. The proposed use is not in conflict with a Regulating Map or other adopted plan.* The City Council has determined the proposed uses are not in conflict with such plans because none apply to the property.
- c. The proposed use is not in conflict with any City Code requirements.* The City Council has determined the site and use of the property has been determined to not conflict with any other

Code regulation.

- d. *The proposed use will not create an excessive burden on parks, streets, and other public facilities.*** The City Council does not anticipate the proposal will intensify any practical impacts on parks, streets, or public infrastructure. The pre-existing use as a motor vehicle repair business has been in place for over six decades and in that time, there has not been any impacts on parks, streets, or public infrastructure. The proposed two stall service bay addition presumably could increase traffic, but that has been determined to be an insignificant increase given the two adjacent County roads and the traffic levels those roads already carry. Sanitary sewer and water in the area have acceptable capacity if there is a need for additional services
- e. *The proposed use will not be injurious to the surrounding neighborhood, will not negatively impact traffic or property values, and will not otherwise harm the public health, safety, and general welfare.*** The City Council does not anticipate the Conditional Use will be injurious to the surrounding neighborhood or negatively impact traffic, property values, or harm the public health, safety, or general welfare. The existing motor vehicle repair business has existed at the subject address for over six decades and, to staff's knowledge, has been a good neighbor to the area, with little or no impact. The proposed addition of two service stalls will have negligible additional impacts. The City Council further determined the visual impacts to the surrounding neighborhood will be lessened as the area proposed for the addition is an area that is currently used for outdoor parking and/or storage of items and increasing building square footage represents investment in the property. Therefore, the City Council has determined the use will not be injurious to the surrounding neighborhood, will not negatively impact traffic or property values, and will not otherwise harm public health, safety, and general welfare.
- f.** NOW THEREFORE BE IT RESOLVED, by the Roseville City Council to APPROVE the requested Conditional Use for motor vehicle repair at 2150 Hamline Avenue, based on the submitted plans and information attached to the Request for Planning Commission Action dated December 3, 2025.

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

WHEREUPON said resolution was declared duly passed and adopted.

Need signature page.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1/26/2026

Item No.: 10.j.

Department Approval

City Manager Approval



Item Description: Approve Agreement for Financial Personnel Services and Data Center Lease with Metro-INET

Background

On December 5, 2022, the Roseville City Council approved entering into a Financial Professional Services agreement with Metro-INET. Under the agreement, the City would provide Fiscal Agent Services to the Metro-INET Board and Financial Services to the Metro-INET organization. The agreement expired at the end of 2025 and both parties wish to renew the agreement. The proposed agreement would be for one year and Metro-INET would pay the City of Roseville \$46,493.40 for providing financial services.

At the start of 2026, Metro-INET moved their offices to the Maplewood City Campus, which has freed up space on the lower level of City Hall that can be used for city purposes. However, the data center for Metro-INET will remain in the lower level of City Hall. The data center occupies 375 square feet. A License Agreement (lease) for the data center and a Memorandum of Understanding between the City and Metro-INET have been drafted by the City Attorney to cover the continued presence of the Metro-INET data center at City Hall. The license agreement will be for 10 years, and the City will charge Metro-INET \$7,536 annually with a 3% cost increase factored in each year to cover the use of the space and electricity costs.

Policy Objectives

Roseville has long valued shared partnerships with other local government entities to provide cost-effective and efficient services to the community. Since its creation, Metro I-Net has been a model of partnership of providing local government IT services in the Twin Cities metro efficiently and in a cost-effective manner.

Equity Impact Summary

Not applicable.

Budget Implications

Entering into this amendment will provide the City \$46,493 in revenue for providing financial services and \$7,536 in revenue for the use of the space at City Hall for the Metro-INET data center.

Staff Recommendations

Staff recommends approving the Financial Personnel Services Agreement with Metro-INET

36 for 2026, the License Agreement for the Metro-INET Data Center Space and the
37 Memorandum of Understanding regarding the Data Center.
38

39 **Requested Council Action**

40 Motion to approve the Financial Personnel Services Agreement with Metro-INET for 2026,
41 the License Agreement for the Metro-INET Data Center Space and the Memorandum of
42 Understanding regarding the Data Center.
43

44 **Prepared by:** Patrick Trudgeon, City Manager

Attachments:

1. Agreement for Financial Personnel Services with Metro-INET
2. License Agreement for Metro-INET Data Center Space
3. MOU regarding Metro-INET Data Center

45

Agreement for Financial Personnel Services

This Agreement (“Agreement”) is made by and between the City of Roseville, a municipal corporation (hereinafter “City”), and the North East Metropolitan Area Municipal Internet Working Collaborative, an intergovernmental unit organized under a joint powers agreement pursuant to Minnesota Statutes section 471.59 (hereinafter “Metro-INET”) (collectively, the “Parties”).

Recitals

WHEREAS, beginning in 1999, the City provided Information Technology services and personnel to up to 44 local governmental units through a collaboration known as Metro-INET;

WHEREAS, beginning in 2021, Metro-INET became an independent organization providing IT services to the local governmental units in the previous collaboration;

WHEREAS, through 2022, Metro-INET utilized City personnel to perform IT services, as well as administrative services in Human Resources, Finance, and Legal services;

WHEREAS, beginning in 2023, Metro-INET is able to fully employ a workforce to perform such services except those related to financial services;

WHEREAS, the City is agreeable to continue to make financial services personnel available to Metro-INET on a contract basis; and,

WHEREAS, the parties wish to memorialize in writing their respective duties and obligations upon which their contractual agreement is premised.

NOW, THEREFORE, in consideration of the promises and covenants hereinafter contained, and intending to be legally bound thereby, the City and Metro-INET agree as follows:

1. ***Scope of Work Proposal.*** The City agrees to provide the professional services described in Exhibit “A” attached hereto (“Work”) in consideration for the compensation set forth in Provision 3 below. .
2. ***Term; Renewal.*** The term of this Agreement shall be from January 1, 2026, through December 31, 2026, the date of signature by the Parties notwithstanding.
3. ***Compensation for Services.*** Metro-INET agrees to pay the City the compensation described in Exhibit B attached hereto for the Work, subject to the following:

- A. Any changes in the Work which may result in an increase to the compensation due the City shall require prior written approval of Metro-INET. Metro-INET will not pay additional compensation for Work that does not have such prior written approval.
- B. Third party independent contractors and/or subcontractors may be retained by the City when required by the complex or specialized nature of the Work and when authorized in writing by Metro-INET. Metro-INET shall be responsible for and shall pay all costs and expenses payable to such third party contractors unless otherwise agreed to by the Parties in writing.

4. ***Metro-INET Representative and Special Requirements:***

- A. The Executive Director shall act as Metro-INET's representative with respect to the Work to be performed under this Agreement. Such representative shall have authority to transmit instructions, receive information and interpret and define Metro-INET's policies and decisions with respect to the Work to be performed under this Agreement. Metro-INET may change the its representative at any time after prior notification to the City of such change in writing.

5. ***Method of Payment.*** The City shall submit to Metro-INET on a monthly basis an itemized written invoice for Work performed under this Agreement during the previous month. Invoices submitted shall be paid in the same manner as other claims made to Metro-INET. Invoices shall contain the following:

- A. , The City shall provide a description of the Work performed and the period to which the invoice applies. For reimbursable expenses, if provided for in Exhibit A, the City shall provide an itemized listing and such documentation of such expenses as is reasonably required by Metro-INET.
- B. To receive any payment pursuant to this Agreement, the invoice must include the following statement dated and signed by the City: "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."

The payment of invoices shall be subject to the following provisions:

- A. Metro-INET shall have the right to suspend the Work to be performed by the City under this Agreement when it deems necessary to protect Metro-INET, the residents of Metro-INET's governmental units, or others who are affected by the Work. If any Work to be performed by the City is suspended in whole or in part by Metro-INET, the City shall be paid for any services performed prior to the delivery upon the City of the written notice from Metro-INET of such suspension.

- B. The City shall be reimbursed for services performed by any third-party independent contractors and/or subcontractors only if Metro-INET has authorized the retention of and has agreed to pay such persons or entities pursuant to Section 3B above.
6. **City Management and Staffing.** The City has designated its City Manager and Finance Director (“Project Contacts”) to perform and/or supervise the Work, and as the persons for Metro-INET to contact and communicate with regarding the performance of the Work. The Project Contacts shall be assisted by other employees of the City as necessary to facilitate the completion of the Work in accordance with the terms and conditions of this Agreement. The City may not remove or replace the Project Contacts without the prior approval of Metro-INET.
 7. **Standard of Care.** All Work performed by the City under this Agreement shall be in accordance with the normal standard of care in Ramsey County, Minnesota, for professional services of like kind to the Work being performed under this Agreement.
 8. **Audit Disclosure.** Any reports, information, data and other written documents given to, or prepared or assembled by either Party under this Agreement which is requested to be kept confidential shall not be made available by the other Party to any individual or organization without the requesting Party’s prior written approval. The books, records, documents and accounting procedures and practices of either Party to this Agreement are subject to examination by the other and either the Legislative Auditor or the State Auditor for a period of six (6) years after the effective date of this Agreement. The Parties shall at all times abide by Minn. Stat. § 13.01 et seq. and the Minnesota Government Data Practices Act, to the extent the Act is applicable to data, documents, and other information in the possession of either Party.
 9. **Termination.** This Agreement may be terminated at any time by either Party, with or without cause, by delivering to the other Party at the address set forth in Provision 25 below, a written notice at least ten (10) days prior to the date of such termination. The date of termination shall be stated in the notice. Upon termination the City shall be paid for services rendered (and reimbursable expenses incurred if required to be paid by the Metro-INET under this Agreement) by the City through and until the date of termination.
 10. **Subcontractor.** The City shall not enter into subcontracts for services provided under this Agreement without the express written consent of Metro-INET. If subcontracts are approved and entered into, the City shall promptly pay any subcontractor involved in the performance of this Agreement as required by the State Prompt Payment Act.
 11. **Independent Contractor.** At all times and for all purposes herein, the City and its employees are independent contractors to and not employees of Metro-INET.
 12. **Non-Discrimination.** During the performance of this Agreement, the Parties 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 Parties 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 Parties shall incorporate the foregoing requirements of this Provision 12 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 Parties further agree 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.

13. **Assignment.** The Parties shall not assign this Agreement, nor its rights and/or obligations hereunder, without the prior written consent of the other Party.
14. **Services Not Provided For.** Metro-INET shall not be required to pay for any claim for services furnished by the City not specifically provided for herein.
15. **Compliance with Laws and Regulations.** The City shall abide with all federal, state and local laws, statutes, ordinances, rules and regulations in the performance of the Work. The City and Metro-INET, together with their respective agents and employees, agree to abide by the provisions of the Minnesota Data Practices Act, Minnesota Statutes Section 13, as amended, and Minnesota Rules promulgated pursuant to Chapter 13.
16. **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 Party's ability to enforce a subsequent breach.
17. **Indemnification.** To the fullest extent permitted by law, each party agrees to defend, indemnify and hold harmless the other and their elected officials, members, board members, executive director, officers, agents, employees and representatives 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 of their own negligent or wrongful act or omission, its officers, agents, employees, contractors and/or subcontractors, pertaining to the performance or failure to perform the Work and against all losses resulting from their own failure to fully perform all of their respective obligations under this Agreement.
18. **Insurance; Liability Limitation.** The parties acknowledge that the City is a self-insured entity and shall remain sufficiently self-insured to cover any and all liabilities and/or judgments potentially arising out of the performance of this Agreement. Nothing in this Agreement constitutes, nor shall be construed to constitute, a waiver of any liability limitation contained in Minnesota Statutes Chapter 466 or any other limitation of liability contained in statute, at law, in equity, or elsewhere.
19. **Ownership of Documents.** All plans, diagrams, analysis, reports and information generated in connection with the performance of this Agreement ("Information") shall become the property of Metro-INET, but the City may retain copies of such documents as records of the services provided. Metro-INET may use the Information for any reasons it

deems appropriate without being liable to the City for such use. The City shall not use or disclose the Information for purposes other than performing the Work contemplated by this Agreement without the prior consent of Metro-INET.

20. **Annual Review.** Metro-INET shall have the right to conduct an annual review of the performance of the Work performed by the City under this Agreement. The City agrees to cooperate in such review and to provide such information as Metro-INET may reasonably request. Following each performance review the Parties shall, if requested by Metro-INET, meet and discuss the performance of the City relative to the remaining Work to be performed by the City under this Agreement.
21. **Conflicts.** No salaried officer or employee of either Party and no elected official of the City shall have a financial interest, direct or indirect, in this Agreement. The violation of this provision shall render this Agreement void.
22. **Governing Law.** This Agreement shall be controlled by the laws of the State of Minnesota.
23. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be considered an original.
24. **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.
25. **Notices.** Any notice to be given by either party upon the other under this Agreement shall be properly given: a) if delivered personally to the City Manager if such notice is to be given to the City, or if delivered personally to the Executive Director if such notice is to be given to Metro-INET, b) if mailed to the other Party by United States registered or certified mail, return receipt requested, postage prepaid, addressed in the manner set forth below, or c) if given to a nationally, recognized, reputable overnight courier for overnight delivery to the other Party addressed as follows:

If to City: City of Roseville
 Roseville City Hall
 2660 Civic Center Drive
 Roseville, MN 55113
 Attn: City Manager

If to Metro-INET: Metro-INET
 1902 County Road B E
 Maplewood, MN 55109
 Attn: Executive Director

Notices shall be deemed effective on the date of receipt if given personally, on the date of deposit in the U.S. mails if mailed, or on the date of delivery to an overnight courier if so delivered; provided, however, if notice is given by deposit in the U.S. mails or delivery to

an overnight courier, the time for response to any notice by the other Party shall commence to run one business day after the date of mailing or delivery to the courier. Any Party may change its address for the service of notice by giving written notice of such change to the other Party, in any manner above specified, 10 days prior to the effective date of such change.

26. ***Entire Agreement.*** Unless stated otherwise in this Provision 26, the entire agreement of the Parties is contained in this Agreement and its Exhibits. 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

Date: _____

By: _____
Mayor

Date: _____

By: _____
City Manager

Metro-INET

Date: _____

By: _____
Executive Director

EXHIBIT A

WORK

The City shall perform the following Work

Fiscal Agent Services

Per the Metro-INET Joint Powers Agreement, Article VII FISCAL AND OPERATIONAL SERVICES, Section 7.1, the City of Roseville Finance Director shall serve as the fiscal and operations agent of Metro-INET ("Fiscal Agent"). The Fiscal Agent shall provide services as set forth in the JPA and on additional matters as may be determined by the Board through authorization for services by contract with Metro-INET. The Fiscal Agent shall be responsible for management of all of Metro-INET's funds, for the keeping and storing of Metro-INET's financial records, recommending to the Board and maintaining adequate insurance coverage of Metro-INET consistent with municipal liability limitations under Minnesota law, and to provide for the annual financial audit and accounting of all Metro-INET related activities. The Fiscal Agent shall be responsible for collecting and preserving all Metro-INET records and data pursuant to the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13. The Fiscal Agent shall post a fidelity bond or other insurance against loss of organization funds in an amount approved by the Board, at the expense of Metro-INET.

The City shall provide personnel sufficient to fulfill all financial services duties on behalf of Metro-INET's operations, as generally described here:

General Cash Receipts

- Process cash & checks into financial software
- Run end-of-day reports & balance cash drawer
- Prepare bank deposit

Accounts Payable

- Process invoices / mail distribution
- Process purchasing card transactions
- Process non-bank transactions
- Process payroll-related items
- Manage accounts: Setup, ACH forms, 1099's, etc.
- Prepare City Council reports
- Purchasing card: card issuance, account changes
- Purchasing card support

Accounts Receivable/Billings

- Manage customer accounts and database
- Process late penalties and delinquent certifications
- Prepare AR billings for mailing

Payroll Accounting

- Process payroll for full-time employees
- Process payroll for part-time/seasonal employees
- Process payroll-related deductions and payments
- Reconcile payroll-related G/L accounts

- Manage flex-spending accounts
- Manage database: adds, changes, and deletes
- Employee / HR assistance: reports and information
- Non-recurring: 941's, W2's, PCORI Fee/Form 721
- Distribute paycheck stubs (folding, stuffing, stapling)

Purchase Orders

- Process Purchase Orders

General Accounting

- Manage fixed asset database; adds, changes, and deletes
- Manage fixed assets; calculations & reports
- Journal entries
- Review bank deposits & reconcile daily cash report
- Petty cash and investments tracking

General Accounting Reconciliation

Accounting & Financial Reporting

- Monthly & Quarterly JE's / JE review for internal controls
- Account reconciliations (escrows, forfeitures, donations)
- Manage Purchasing Card program
- Interest allocation
- Audit preparation (schedules, reconciliations, Notes)
- Coordinate annual audit
- Annual reporting (ACFR)
- Financial software reports & maintenance

Banking & Investing

- Investments & cash management
- Bank/Cash reconciliation
- Coordinate banking services/relations

Risk Management & Insurance

- Report & manage claims (all)
- Update quarterly claims worksheet
- Issue Accord certificates & vehicle insurance cards
- Register vehicles with License Center
- Drivers' license checks for employees & volunteers
- Coordinate with Third Party Administrators/services
- Policy renewal process

Budget/Capital Planning & Financial Analysis

- Data assembly, analysis & communications
- General financial analysis
- Attendance at meetings/discussions (internal)

Metro I-Net Board Meetings Support

- Agenda preparation (including research & analysis)
- Attendance at meetings

Mail Duties

- Sort incoming mail
- Process outgoing mail/affix postage

EXHIBIT B
COMPENSATION

Metro-INET shall pay the City the amount of \$3,874.45 per month for the Work to be performed as described in Exhibit A:

LICENSE AGREEMENT DATA CENTER SPACE

THIS LICENSE AGREEMENT (this “Agreement”), effective this ____ day of _____, 2026 (the “Effective Date”), by and between the City of Roseville, a Minnesota municipal corporation, located at: 2660 Civic Center Dr, Roseville, MN 55113 (the “City”) and Metro-INET, a Minnesota joint powers entity located at: 2660 Civic Center Dr, Roseville, MN 55113 (the “Licensee”).

WITNESSETH:

1. City Hall Property. The City is the fee owner of certain real property, located at 2660 Civic Center Dr, Roseville, MN 55113 which contains City Hall (the “City Hall Property”). The City Hall Property contains a data center that is utilized by the City (the “Data Center”).

2. Data Center. That for and in consideration of the payments hereinafter described and the mutual promises contained in this Agreement, the City hereby grants to the Licensee a non-exclusive license to have rack space to store equipment in the Data Center (the “Data Center”), together with a right of ingress and egress over, upon, under and through the City Hall Property in order to access the Data Center. The Licensee shall exercise this right in a manner so as not to unduly interfere with the City’s use of the City Hall Property or damage the City Hall Property. The Licensee shall have access to the Data Center 24 hours a day/seven days a week/365 days a year. The City shall provide the Licensee with access cards or keys to the City Hall Property and the Data Center so that the Licensee may access the Data Center during hours that City Hall is not open. The City may change the location of the Data Center within the City Hall Property by providing the Licensee with at least 120 days’ prior written notice.

3. Term. The term of this Agreement shall be for 10 years, from the Effective Date to December 31, 2035. The Licensee shall have the right to terminate this Agreement early upon giving at least 30 days’ prior written notice to the City. The City may terminate this Agreement by providing the Licensee with at least 120 days’ prior written notice to the Licensee.

4. License Fee. The Licensee shall pay the City the sum of \$7,536.00 per year for the use of the Data Center as well as the right of ingress and egress pursuant to Paragraph 2 above (the “License Fee”). The License Fee will be increased by 3% (rounded to the nearest dollar) each year starting in 2027. The License Fee shall be payable yearly in advance, commencing with the first payment on the date of execution of this Agreement, and on the first day of each subsequent month thereafter. Payments shall be prorated for the first and last year of the term of this Agreement, as applicable.

5. Property Ownership and Removal. The title to the City Hall Property shall remain in the City at all times during this License. The Licensee shall not cause any liens to be placed upon or otherwise encumber the City Hall Property, whether arising out of any work performed, materials furnished, or obligations incurred while using the Data Center pursuant to this Agreement. Upon termination of this Agreement, the Licensee shall remove all of its equipment and other personal property from the Data Center by the effective termination date. If the items

are not removed from the Data Center by the effective termination date, the City shall have the right to dispose of and sell and transfer any remaining equipment or personal property left in the Data Center by the Licensee. The Licensee shall be responsible for any removal and disposal costs.

6. Condition of the Data Center. At the end of the term of this Agreement, the Licensee shall return its rack space in the Data Center in generally the same condition as it existed when it received possession of it, ordinary and reasonable wear and tear excepted. The City shall be responsible for air conditioning and heating the Data Center so that it remains a consistent temperature that is safe for electronic equipment. The parties shall enter into a separate memorandum of understanding regarding particular specifications for the Data Center that may change over time such as the temperature range and humidity level of the Data Center along with any physical access controls that are required by the Bureau of Criminal of Apprehension.

7. Insurance. The Licensee at its expense, during the term of this Agreement, shall keep in full force and effect a policy or policies of "occurrence" based general liability insurance, providing coverage for personal property damage, personal injury, and contractual liability. The Licensee shall provide the City with a certificate of liability insurance, effective at the commencement of its use of the Data Center, with a minimum coverage of \$1,500,000. The sufficiency of the certificate of liability insurance is subject to the review and approval of the City. The Licensee shall also be responsible for insuring any of its equipment and personal property that it stores in the Data Center as the City is not responsible for any loss or damage to Licensee's equipment or personal property.

8. Indemnification. The Licensee shall indemnify, defend, and hold harmless the City, its officials, agents, contractors, and employees, for any damages of any nature caused to persons or property by the use of the Licensee's access to the City Hall Property and use of the Data Center, including the negligence of the Licensee, or its agents, contractors, agents, and employees.

9. Default. It is agreed that if the Licensee should be in default in performing any of the terms or provisions of this Agreement, and such default continues for a period of 30 days after written notice of the same is given to the Licensee by the City, then the City may, at its option, terminate this Agreement and take possession of the Licensee's space in the Data Center and no longer allow Licensee access to the City Hall Property or the Data Center.

10. Notices. All notices given by any party to the other party hereunder shall be in writing, and sent to the parties at the following addresses:

City:	City of Roseville Attn: City Manager 2660 Civic Center Dr Roseville, MN 55113
-------	--

Licensee: Metro-INET
 1902 County Road B E
 Maplewood, MN 55109
 Attn: Executive Director

The parties shall keep each other informed in writing of any change in address.

11. Entire Agreement; Amendment. The parties agree that this Agreement constitutes the entire agreement of the parties hereto and shall supersede all prior offers, negotiations, and agreements. This Agreement may only be modified, altered, or amended by an agreement in writing signed by the parties hereto.

12. Binding Effect; Counterparts. The terms of this Agreement shall be binding on the parties and their successors, and assigns. This Agreement may be executed in duplicate counterparts, each of which shall be deemed an original.

13. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the state of Minnesota.

14. No Partnership or Joint Venture. This Agreement does not create the relationship of principal and agent or of partnership or of joint venture or of any association between the City and Metro-Inet, the sole relationships of the parties hereto being that of Licensor and Licensee under this Agreement.

15. Severability. If any portion of this Agreement is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and conditions shall not be affected and the rights and obligations of the parties under this Agreement shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

LICENSOR:

THE CITY OF ROSEVILLE

By: _____
Dan Roe

Its: Mayor

By: _____
Pat Trudgeon

Its: City Manager

LICENSEE:

Metro-INET

By: _____

Its: _____

By: _____

Its: _____

MEMORANDUM OF UNDERSTANDING REGARDING DATA CENTER

THIS MEMORANDUM OF UNDERSTANDING (this “MOU”) is made and entered into this day of _____, 2026 between the City of Roseville, a Minnesota municipal corporation (the “City”) and Metro-INET, a Minnesota joint powers entity (the “Licensee”).

WHEREAS, on _____, 2026, the City and the Licensee entered into that certain License Agreement – Data Center Space (the “License Agreement”), whereby the City provided Licensee with a license to have rack space to store equipment in the City’s data center, located within the Roseville City Hall, 2660 Civic Center Dr. Roseville, Minnesota (the “Data Center”); and

WHEREAS, in the License Agreement, the parties agreed to enter into a separate memorandum of understanding regarding particular specifications for the Data Center that may change over time such as the temperature range and humidity level of the Data Center along with any physical access controls required by the Bureau of Criminal Apprehension; and

NOW THEREFORE, in consideration of the foregoing and for other good and valuable consideration, the receipt of which is hereby acknowledged by the Licensee and the City, the parties mutually agree as follows:

1. The City will be responsible for controlling the access to the Data Center. The City will provide Licensee with keys and cards so that Licensee’s authorized employees may access the Data Center seven days a week, 24 hours a day, 365 days of the year.
2. The City will maintain a list of persons employed by the City who have physical access to the Data Center. If requested by Licensee, the City will provide Licensee with physical access logs.
3. The City will ensure that anyone employed by the City with physical access to the Data Center has been successfully background checked by the Bureau of Criminal Apprehension (the “BCA”). Individuals who do not have a valid BCA background check must be escorted by an individual who has a valid BCA background check when access is needed. The City is not responsible for tracking or backgrounding anyone whose access is granted by Metro-INET.
4. The City will grant Metro-INET staff with access to the Data Center seven days a week, 24 hours a day, 365 days of the year.
5. The City will provide and maintain AC power to the data racks in the Data Center.

6. The City will provide and maintain an Uninterruptible Power Supply (UPS) for emergency power to the Data Center.
7. The City will provide and maintain a fire suppression system for the Data Center and City Hall.
8. The City will provide and maintain temperature and humidity controls for the Data Center. The City will maintain the Data Center's temperature between 65-80 degrees Fahrenheit. The City will maintain the Data Center's humidity level between 40-60 percent.
9. The City will use its best efforts to ensure that the power, safety and climate control standards outlined in sections 5 through 8 above are met, but consistent with section 7 of the License Agreement, the City is not responsible for any loss or damage to Licensee's equipment or personal property because of failure to do so.

METRO-INET

By: _____

Its: _____

By: _____

Its: _____

CITY OF ROSEVILLE

By: _____

Its: Mayor

By: _____

Its: City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1/26/2026

Item No.: 10.k.

Department Approval



City Manager Approval



Item Description: Accept Donation From Midway Speedskating Club for Travel Expenses for Staff

Background

The Midway Speedskating club was recently awarded its bid to host the 2028 Junior World Speedskating Championships, which will be held at the John Rose MN OVAL. This is a large, worldwide event that hasn't been hosted in Roseville for more than 20 years.

To prepare for the event, the Midway Speedskating Club has offered to pay the travel expenses for two City staff, Kevin Elm (Skating Center Superintendent) and Taylor Driesen (Ice Maintenance Tech), to attend the 2026 event in Inzell, Germany to learn about the event from February 25 through March 1, 2026, and begin to make preparations for when the event will be hosted in Roseville in two years. This would be beneficial for staff to learn about strategies and expectations for the host site, and ice maintenance technician expectations and techniques for an international-level event.

Midway Speedskating will directly pay travel costs for the employees (estimated at \$5,000 to \$7,000). No City funds will be expended for travel, per diem, or any other expense related to the trip. Staff will be compensated for their typical work hours while they are on the trip.

Policy Objectives

Per City policy and state law, all donations must be officially accepted by the City Council. Additionally, out of state travel must be approved by the City Manager.

Equity Impact Summary

None

Budget Implications

None

Staff Recommendations

Approve the resolution to authorize the acceptance of travel expenses for Kevin Elm and Taylor Driesen to attend the 2026 Junior World Speedskating Championships in Inzell, Germany.

35 **Requested Council Action**

36 Approve the resolution to authorize the acceptance of travel expenses for Kevin Elm and
37 Taylor Driesen to attend the 2026 Junior World Speedskating Championships in Inzell,
38 Germany.

39

40

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

Attachments: 1. Resolution Accepting Donation of Travel Expenses to 2026 World Jr. Speedskating Event

41

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 _26 day of January 2026, at 6:00
9 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 **FOR TRAVEL EXPENSES RELATED TO THE 2026 JUNIOR WORLD**
20 **SPEEDSKATING CHAMPIONSHIPS**

21
22 WHEREAS, the Midway Speedskating Club has been awarded the bid to host the 2028 Junior
23 World Speedskating Championships at the Guidant John Rose MN OVAL; and

24
25 WHEREAS, hosting an international championship of this scale requires advanced planning,
26 coordination, and technical preparation by City staff, including facility operations and ice
27 maintenance; and

28
29 WHEREAS, the 2026 Junior World Speedskating Championships will be held in Inzell, Germany,
30 providing an opportunity for staff to observe event operations, host site expectations, and
31 international-level ice preparation techniques; and

32
33 WHEREAS, the Midway Speedskating Club has offered to pay the travel expenses for two City
34 of Roseville employees—Kevin Elm, Skating Center Superintendent, and Taylor Driesen, Ice
35 Maintenance Technician—to attend the 2026 event from February 25 through March 1, 2026; and

36
37 WHEREAS, the Midway Speedskating Club will directly pay all travel-related costs associated
38 with this trip, with an estimated value of \$5,000 to \$7,000, and no City funds will be expended for
39 travel, per diem, or other related expenses; and

40
41 WHEREAS, the City of Roseville will benefit from this travel through improved preparedness,
42 staff training, and operational knowledge to ensure the successful hosting of the 2028 Junior World
43 Speedskating Championships; now, therefore, be it
44

45 RESOLVED, that the City Council of the City of Roseville hereby accepts the donation from the
46 Midway Speedskating Club for travel expenses related to this trip on behalf of the City.
47 The motion for the adoption of the foregoing resolution was duly seconded by Member ,
48 and upon a vote being taken thereon, the following voted in favor thereof: , , ,
49 , and Mayor .
50 and the following voted against the same: .

51
52 WHEREUPON said resolution was declared duly passed and adopted.
53
54
55
56

57 STATE OF MINNESOTA)
58) SS
59 COUNTY OF RAMSEY)
60
61

62 I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of
63 Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and
64 foregoing extract of minutes of a regular meeting of said City Council held on the day of,
65 , 20 with the original thereof on file in my office.

66
67 WITNESS MY HAND officially as such Manager this day of , 20
68
69
70

71 SEAL
72
73
74

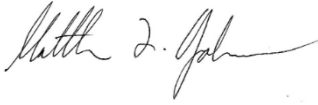
Patrick J. Trudgeon, City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1/26/2026

Item No.: 10.I.

Department Approval



City Manager Approval



Item Description: Authorize Staff to Execute a Professional Services Agreement with Toltz, King, Duvall, Anderson, and Associates (TKDA) for the Pathway Feasibility Study of the Right-of-Way at Aldine St.

Background

As part of its ongoing conversation regarding the possible vacation of the City right-of-way at Aldine Street between Ryan Avenue W. and Roselawn Avenue W., the City Council directed staff to engage a consultant to evaluate the potential feasibility of a natural-surface pedestrian pathway within the right-of-way (Attachment 3). Specifically, the Council sought to:

- Identify and map potential route options for an unpaved pedestrian pathway
- Evaluate potential impacts to significant trees, including both intentional and long-term unintentional impacts
- Assess whether an Americans with Disabilities Act (ADA)-compliant route is feasible within the corridor
- Evaluate drainage and stormwater considerations, with particular attention to potential impacts to adjacent private properties
- Develop concept-level cost estimates for each viable alignment option

On November 5, 2025, staff issued an informal Request for Quotation (RFQ) for professional services to complete the Aldine Street Right-of-Way Trail Connection Feasibility Study.

Four quotations were received:

- WSB – \$27,424
- LHB – \$13,785
- HKGI – \$9,940
- TKDA – \$8,800

All proposals included relatively similar scopes of work and met the requirements outlined in the RFQ, allowing staff to focus on qualifications, experience, and cost.

Because this work constitutes professional services and is of relatively low dollar value, City policy does not require the selection of the lowest-cost proposal. However, staff remained mindful of the City's fiduciary responsibility and evaluated proposals based on qualifications, experience, project understanding, and cost.

Staff interviewed two proposers and ultimately selected TKDA, which demonstrated a strong understanding of the project, relevant experience with ADA-accessible unpaved trail systems, and the lowest cost among qualified respondents.

In addition to the base proposal, staff have accepted a bid alternate for one City Council presentation to present study findings, at an additional cost of \$1,000.

To supplement the feasibility study, staff will contract directly with an independent, qualified arborist to provide expertise related to tree health, root systems, and potential impacts of pathway construction. Preliminary quotations indicate this work is expected to cost approximately \$2,000. Staff have received one formal quotation and have solicited several others to ensure pricing is reasonable and competitive.

Work is expected to begin once snow conditions allow for adequate on-site evaluation, likely in early spring. The feasibility study is anticipated to be completed within approximately three months following the initial site visit, subject to weather conditions.

Policy Objectives

As directed by the City Council, staff are seeking to provide a study that evaluates the feasibility of a natural-surface pathway within the Aldine Street right-of-way, including cost, ADA feasibility, and potential tree impacts.

Equity Impact Summary

None. This item authorizes a feasibility study only and does not result in construction or changes to public access.

Budget Implications

The total estimated cost of the study is approximately \$11,800, consisting of \$9,800 for TKDA services and an estimated \$2,000 for arborist consulting. The cost will be split between Parks and Recreation and Public Works planning dollars.

Staff Recommendations

Authorize staff to execute the enclosed professional services agreement with TKDA.

Requested Council Action

Authorize staff to execute the enclosed professional services agreement with TKDA.

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

Attachments:

1. Professional Service Agreement with TKDA
2. TKDA Proposal for Aldine Feasibility Study
3. Meeting Minutes - City Council, October 27, 2025
4. Aldine ROW Map

CITY OF ROSEVILLE PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“Agreement”) is made on the 26th day of January 2026, between the City of Roseville, a Minnesota municipal corporation (the “City”), and Toltz, King, Duvall, Anderson and Associates, Inc. (dba TKDA), a Minnesota corporation (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 January, 26, 2026. Unless extended by written agreement of the Parties, this Agreement will terminate no later than June 1, 2026 or upon completion of the Work, whichever occurs first. 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 Contractor. 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 the Contractor in accordance with **Exhibit B** attached hereto for the Work, in an amount not to exceed \$9,800. 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.

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:

TKDA
3311 E Old Shakopee Road, Suite 300
Bloomington, MN 55425
Attn: DJ Heinle
Vice President, Architecture

6. Assignment or Subcontracting. Unless noted otherwise in Exhibit A, 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. 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.

9. 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.

10. 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.

11. 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.

12. Indemnification. The Contractor agrees to 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, to the extent caused by 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.

13. 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 must be in accordance with Minnesota law. 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 claim
- \$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. 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.

d. 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.
- 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.

14. Ownership of Documents. Upon payment of all amounts due and owing Contractor, 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. To the extent the Information consists of instruments of professional service, the City acknowledges that such Information is intended for a specific purpose or project. The City may use the Information for any reasons it deems appropriate, however, reuse or modification of any such Information by or on behalf of the City, without Contractor’s written permission, shall be at the City’s sole risk. 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.

15. 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.

16. 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.

17. 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.

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

19. 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.

20. 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.

(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

TKDA

By: _____
Mayor

By: _____
Its: _____

By: _____
City Manager

By: _____
Its: _____

EXHIBIT A

WORK

The Contractor shall perform work as outlined in their proposal, Exhibit C for an amount not to exceed \$8,800, and provide a presentation to the Roseville City Council for an additional \$1,000, for a total not to exceed amount of \$9,800.

In addition, the Contractor shall collaborate with an independent arborist provided by the City.

EXHIBIT B
COMPENSATION

The Contractor shall perform work as outlined in their proposal, Exhibit C for an amount not to exceed \$8,800, and provide a presentation to the City Council for an additional \$1,000, for a total not to exceed amount of \$9,800.

EXHIBIT C
TKDA PROPOSAL



November 21, 2025

Mr. Matthew Johnson
Matthew.johnson@cityofroseville.com (651) 792-7101

Re: Informal Request for Quotation for Aldine Street Right of Way Trail Connection Feasibility Study

Dear Mr. Johnson:

In response to your request, we are pleased to submit our informal proposal to conduct a feasibility study for a possible unpaved trail that complies with accessibility requirements within the Aldine Street right of way, located between Roselawn Street and Ryan Avenue in Roseville, MN, hereinafter referred to as the Project.

PROJECT APPROACH AND METHODOLOGY. The Project aims to assess if an ADA-accessible public pathway can be built in the corridor with minimal impact to significant trees and neighborhood drainage patterns. TKDA will review city survey documents and conduct on-site analyses to locate a suitable path alignment. Up to 2 path alignments are included with this fee. The feasibility study will include a concept-level cost estimate for the preferred option.

RELEVANT EXPERIENCE AND EXPERTISE OF STAFF. Landscape Architect, Dana Schumacher, has been with TKDA for over 3 years and has been practicing for over 20 years, mostly in Minnesota and Wisconsin. She has extensive experience designing memorable trails, foot bridges, and seating areas. Her design approach focuses on taking advantage of the natural topography and existing woods, creating spaces to stop and enjoy broader scenic views but also close-up appreciation of nature. One of her favorite projects included designing a stabilized gravel (ADA-accessible) walking trail system with seating areas around the Conservancy for Healing and Heritage's public healing garden in Franklin, WI. TKDA also has experienced civil engineers and skilled surveyors for any potential stormwater runoff concerns and/or additional survey work.

TIMELINE. The timeline for this project is weather dependent. If little to no snow, TKDA will conduct a site visit in December and complete the study by the end of February. In the case of excessive snow, TKDA would plan to conduct the site visit in mid-March, or when the snow is cleared, and complete the study within 2 months thereafter.

SERVICES TO BE PROVIDED BY TKDA. Based on TKDA's understanding of the Project, we propose to provide the following services:

- | | |
|---|---|
| A. FEASIBILITY STUDY <ol style="list-style-type: none">1. Site Visit and kick-off meeting2. Site Analyses, path layout (up to 2, if feasible), and cost estimate(s)3. Feasibility report | B. Additional Services <ol style="list-style-type: none">1. Resurvey of site with certification2. City Council meeting presentation |
|---|---|

ASSUMPTIONS. The City will provide digital CAD files of recent survey work included in this RFQ, and will provide property corner markers prior to the site visit.

COMPENSATION. Compensation to TKDA for base Feasibility Study services provided as described above shall be on an Hourly Time and Materials basis, including reimbursable expenses, in an amount not to exceed \$8,800. The Additional Services listed above can be provided for an additional fee of \$6,800.

If this proposal is accepted, please advise on the next steps for negotiating a mutually agreeable contract. Feel free to contact Dana Schumacher directly at (651) 221.4670 or dana.schumacher@tkda.com if you have any questions.

Sincerely,

Dana Schumacher, PLA, ASLA
Project Manager

DJ Heinle, AIA
Vice President, Architecture

DKS:DJH:dad

Regular City Council Meeting
Monday, October 27, 2025
Page 2

7. Business Items

a. Consider Adopting a Revised Debt Policy

Finance Director Michelle Pietrick briefly highlighted this item as detailed in the Request For Council Action and related attachments dated October 27, 2025.

Ms. Pietrick explained the need for the update, including changes to the statutory debt limit and the removal of maintaining credit ratings from the purpose statement.

Mayor Roe and Councilmember Strahan discussed the importance of avoiding financing terms longer than the project's expected life.

Strahan moved, Groff seconded, adoption of Resolution No.12183 (Attachment 1) entitled, "Resolution Amending the Debt Policy for the City of Roseville."

Roll Call

Ayes: Groff, Bauer, Strahan, and Roe.

Nays: None

b. Consider Action Based on Parks and Recreation Commission Recommendation Regarding Aldine Street Right-of-Way

Parks and Recreation Director Matthew Johnson briefly highlighted this item as detailed in the Request For Council Action and related attachments dated October 27, 2025.

Mayor Roe introduced the Parks and Rec Commission's recommendation regarding the Aldine Street right-of-way.

Mr. Trudgeon explained the commission's recommendation to engage a consultant for a feasibility study.

The council discussed the potential costs, funding sources, and the need for a comprehensive study.

Public Comment

Mayor Roe invited public comment.

Mr. Timothy Brown, 93 Mid Oaks Lane

Mr. Brown explained that he is a nearby property owner and has a long career as a civil engineer. He mentioned he had some comments on the recommendation from the parks commission. First, there was no crossing cost estimate included in what public works provided early on. Given all this, adding a crossing to your study might be a good idea. As a civil engineer, he considered it a critical issue. Additionally, he pointed out to both the council and staff that one of his main

Regular City Council Meeting
Monday, October 27, 2025
Page 3

concerns was the drainage there. Anecdotally, many neighbors have reported experiencing drainage problems, such as water in their basements, before the current storm sewer was installed. He thought the city did an excellent job scoping that out, installing the storm sewer line along the edge of the right of way at an elevation that functions as a drain for surface and surficial groundwater, so it drains below the basements. For example, the closest catch basin to his house was very low, almost in a hole, intentionally placed to lower the groundwater surface below the basements. He mentioned this to the staff, and they said they would add another drainage pipe if needed. However, it's not a matter of pipe capacity or discharge—those are solvable by adding a pipe if it's too small. The real issue is the elevation of the structures along the right-of-way. If you grade the area so these can be raised — perhaps just by adding a ring — the pipe with a grate on top would be higher, or it could be lowered. This affects the surficial groundwater level in the area. As an adjacent property owner, he found this very important and would hate to deal with water in his basement again.

Ms. Rachel Brown, 1705 Roselawn Avenue West

Ms. Brown explained that sometimes a minor issue near the right-of-way can escalate out of control. One problem leads to another, and despite good intentions and creative efforts, that minor issue often becomes unnecessarily complicated. In such cases, someone should say 'stop' or 'no'. That's where we are with this issue now. She asked the council to say no to this. No more studies on a potential trail. No more money, staff time, or volunteer effort from you, the councilmembers, or park and rec commissioners. You already know many reasons to stop. If you care about trees along that 30-foot strip of land, you know the damage will happen, not if, but how much. If you care about making trails accessible for those with mobility issues, you see the trail won't be accessible in snow and ice, especially with the no-plow plan to protect trees. If you care about maintaining the character of the right-of-way, you know six and a half foot fences will change the feel of that small urban woodland forever. If you've studied park access for residents of Mid Oaks, you know Falcon Heights Community Park, less than a mile away, is a great resource used by many. If you care about equity and inclusion and have looked at data on households and park access, you know some neighborhoods are in greater need than ours. If you care about city staff, you know they're busy with meaningful projects you've already prioritized and budgeted for. If you value fiscal responsibility, you recognize that more city time and money shouldn't be spent on this. Please say stop. Please say no and return to the simple core issue. This is just a small patch of land that the city once considered for a road, which should now be returned to the property owners. So, please support bringing this issue to an end. At your next meeting, say no to the vacation process, or say yes—bring it back. It's been since April — now in our third and approaching fourth season — that we've been dealing with this. Please put this matter to rest. Thank you.

Mr. Oscar Anderson, 90 Mid Oaks Lane

Regular City Council Meeting
Monday, October 27, 2025
Page 4

Mr. Anderson explained that he was in sixth grade and went to Brimhall Elementary, which he believed was a bit north of his house. Basically, the path mentioned in this subject leads to a road that then leads to his school. Last year, he used it all the time.

Ms. Anne Lottie, 90 Mid Oaks Lane

Ms. Lottie asked the council to consider voting yes tonight and to explore creating a non-traditional path so our kids can use it again—not just her kids—but in the future. In a few years, they will be in middle school and away, and she was thinking of all the children for decades to come. This path has been in use for a very long time, and we've missed it since it was closed. We appreciate people's love of trees. Of course, we love them as well and believe it's essential to protect them as much as possible. Unfortunately, trees are falling all over our neighborhood due to drought, climate change, and disease. She hoped that this non-traditional path would be just a very minor stress on the trees. She noted they have a few neighborhood kids, and about two more are expected to join soon. They will also go to Brimhall, and they haven't used the path yet. There is a kindergartener who just started school at Brimhall this year, and he hasn't used the path since it was closed last year. She planned to walk the path with the neighborhood kids because it's a meaningful way to get to school and friends' houses.

Mr. Donald Gault, 2021 Herschel

Mr. Gault asked the Mayor and City Council to accept the recommendations of the Park and Recreation Commission, acknowledging that the Aldine street right-of-way has value to the parks and recreation system, and to hire a consultant to study the feasibility of a non-traditional pathway through the right-of-way. This includes pathway alignment options and specific tree impacts, as outlined in the report. He appreciated that the council recognized the complexity of the Aldine street right-of-way compared to typical vacation requests brought to the city for action, and he thanked the council for directing the Parks and Recreation Department and commission to conduct a deeper study of the issue. He also commended the outstanding work of Parks and Recreation staff and commission members for thoroughly exploring and understanding what the Aldine right-of-way means to all affected parties, and he trusted they would reflect all parties' wishes and interests as best as possible in their recommendations to the mayor and city council. After the July 21 city council meeting, he spoke with City Councilmember Schroeder, who urged everyone to come together as neighbors to find solutions. Following her suggestion, he reached out to one of the families along the right-of-way and has made an effort to greet and talk with neighbors whose houses adjoin the path, both at subsequent city council meetings and during neighborhood walks. He believes they share several goals, including protecting the trees and other features of the Aldine right-of-way path. He also recognizes that the past months have been challenging for everyone involved, including city leaders and staff. To be clear, he strongly supports maintaining a path along the right-of-way, as his experience has shown it functions as a small local reserve and wooded area. He has heard and read

Regular City Council Meeting
Monday, October 27, 2025
Page 5

comments that the right-of-way is merely a shortcut, and he believes there's some truth to that. However, a shortcut does not diminish the space's value; it may even highlight its utility within the city's recreation system. As someone approaching 70, whose primary recreation and exercise involve walking, he greatly values the option of taking a shorter, refreshing stroll through the woods on his daily walks. He asked everyone to take a deep breath and wait for the results of the proposed feasibility study for Aldine Street right-of-way. Suppose the findings show that it's not possible to protect trees while creating a safe and straightforward path for future walkers with minimal impact on surrounding properties. In that case, he believes no further action is needed. However, suppose a path is identified that preserves the trees and minimizes encroachment on neighboring properties. In that case, he sincerely hopes they will come together again as neighbors to support the plan and welcome each other back to a path that has meant so much to many. Thank you all very much, and thank you for your work on this.

Ms. Sara Quinn, 89 Mid Oaks Lane

Ms. Quinn wanted to thank the council for paying attention here. She appreciated that and understood everyone's time was valuable. The path that the city has been considering building is not a citywide amenity. It's not a destination that people will drive to. It's not a park for playing. It's not a hiking trail to explore. It's a shortcut, a shortcut that all city taxpayers will pay for. But only a small number of Roseville residents will use most of the canopy in its entire 30-foot width. If you do proper construction and install drip line protection, you can't put a path in. We have been losing trees in our neighborhood since 2021; we've lost 13 trees just on Mid Oaks Lane and Mid Oaks Road. That's a significant number of trees to lose. So she asked the council to stop spending valuable taxpayer dollars on a new shortcut that will serve less than 1% of Roseville. Thank you.

Ms. Karen Schaffer, 2100 Fairview Avenue

Ms. Schaffer mentioned that she lives near Brimhall School in Evergreen Park and is very familiar with the area, as she's a senior citizen who walks in the neighborhood. She planned to attend the debate because she's been following it for some time and has a slightly different perspective. Her approach to this issue involved public works. She has the notable honor of serving on the original Pathways Commission, established by the city in 1982—before the town had its award-winning pathway system. Living on Fairview Avenue, she sees this daily: dog walkers, baby carriages, cyclists, skateboarders, and pedestrians. The Roseville pathway system, developed in the 1980s, is a real gem for a city heavily impacted by county and state roads. It provides great accessibility for everyone, mostly destination-oriented, to help people travel safely from one place to another. The pathway you're referencing in our neighborhood isn't related to that, and our park system isn't the same as the pathway system. She thought this was an odd mix of path and park and wasn't particularly in favor of spending more money on a shortcut that isn't even very convenient. Many neighborhoods could have good shortcuts. She believed too much focus was on a minor issue when the city already

Regular City Council Meeting
Monday, October 27, 2025
Page 6

has an award-winning, comprehensive pathway system that benefits all residents. She would prefer not to worry about an old right-of-way. The city attorney knows well that these small parcels often appear, and the city still owns this land. Instead, just set it aside and encourage people to use the excellent system already in place, developed over the past decades under the leadership of the city council. Thank you very much.

Ms. Cindy Gallaher, 2009 Herschel Street

Ms. Gallaher emphasized that she can't end this discussion without mentioning future generations and the importance of considering the long-term effects of our actions. We're focusing on a very short time frame now, mainly for the homeowners next to the land, because right now, it's mostly land, not property. Eventually, we will move or pass away, and someone else will live there. But when a quarter is 'present,' it stays so for many generations, and we often don't know its full history or lasting impact. One of my neighbors, an amazing map drawer, created a detailed map tonight showing the migration of the Dakota Indians from Bde Maka Ska to White Bear Lake and all the paths they used, which were taken away as land became property. She saw a similar situation here, on a small scale, where this moment is an opportunity to make a difference for future generations. At first, she was thinking about her own use of this land over the past 35 years, but really, it isn't about her — it's about the future. We have the chance to keep a door open or to close it forever. She strongly urged the council to consider approving motion one and to explore a non-traditional way to implement it. Nobody wants an asphalt path with retaining walls and similar structures, just a simple, accessible path like at Gibbs Farm. One neighbor, who uses a wheelchair, said, "You don't need an asphalt or concrete path. Something like what's at Gibbs is good." Please keep the corridor open and don't close the door forever. Thank you.

Mr. Dan Gallaher, 2009 Herschel Street

Mr. Gallaher indicated he hadn't planned to speak but was prompted to share his confusion about some comments made by other speakers. One remark was that less than 1% of Roseville's citizens would use this path, which is supposed to make it less valuable. He found that argument unconvincing. You have seen the petition and know many people in this neighborhood want to use the path and continue having access to it. Therefore, that shouldn't be a relevant consideration. It just doesn't make sense. It has also been suggested that because it is only a shortcut, it is less critical. However, there are two "shortcuts" between his house and Brim Hall Elementary School. They don't lead anywhere except to another street. But he has not heard any criticism of having those shortcuts there, so he doesn't understand why that would be relevant. Third, some think it's just not important. But having walked that path dozens, even hundreds of times to get off the streets and away from traffic, he and his colleagues see its great value. We can escape traffic. We can escape noise. We can find a place where we can actually hear birds singing. So, again, that alone is a strong reason to maintain it. For those reasons and others, he urges the council to approve both motions, one and two.

Regular City Council Meeting
Monday, October 27, 2025
Page 7

We're not talking about a large amount of money, and he doesn't understand why they keep raising the cost issue. It's a rounding error in Roseville's budget. We need to move forward and complete this study. Thank you.

Ms. Steph Kiihn Aschenbrenner, 2016 Herschel Street

Ms. Kiihn Aschenbrenner recalled that the situation first arose in April. She emphasized that they've learned a great deal about the path, the neighbors, and the overall approach, and now they are debating whether to pursue this further and gather more information. They haven't yet decided to vacate; instead, they're conducting a feasibility study to gather more details. Since this involves a public good, she acknowledged the importance of fiscal responsibility, especially during challenging times. However, she believes it's crucial to weigh the benefits of the public good against the costs of the study. She suggested continuing to explore options to find a solution that benefits everyone. She remembered walking that path many times, noting that the neighboring property owners were friendly when they knew she was there. While she thought it could be beneficial for them to have more land, she also pointed out the need to consider that they might gain while others in the neighborhood could lose. Before making any decisions, she stressed the importance of having all the facts.

Ms. Clair Talon Ruen, 20 Mid Oaks Lane

Ms. Ruen asked the council to consider the feasibility study and kindly approve it. Community is nourished by shared time and space. A thorough way in a neighborhood without sidewalks that neighbors use peacefully symbolizes community. The Aldine path is a vital social feature of this neighborhood. Please consider the lasting impact of its preservation on future generations who will live here after we have all moved on. She hoped the council would choose to maintain the path for the calm that will return, perhaps not with those who currently threaten the neighborhood, but for all future Roseville residents who deserve this simple pathway. Deciding to vacate will make this change permanent. Establishing a path reflects the best in us—that we can get along and that shared, especially public, space is valuable. Thank you.

Mr. Daniel Ruen, 20 Mid Oaks Lane

Mr. Ruen expressed his support for the Park and Recreation Commission's recommendations to conduct a feasibility study for a walking path through the Aldine right-of-way. He believed these recommendations were reasonable requests from the city council that had been carefully considered. He thanked the commission for its deliberate work. Second, as he and others have already raised at previous meetings, what concerns him more than the points for or against the path or right-of-way vacation are the fractured relationships in the community. In a spirit of constructive hope, he made the following appeal, not because he thought they could change each other's minds on this specific issue, but because of the potential for a longer-term perspective. If we summon the will to engage in this effort, we need to trust neighbor-to-neighbor relationships. In challenging times like these, we will have to build that trust for the months and years ahead to face even greater

Regular City Council Meeting**Monday, October 27, 2025****Page 8**

challenges together. Since the City may not be equipped to facilitate a more formal mediation process, it had no choice but to assume this civic responsibility. To this end, he and another resident both favor a public path along the right-of-way and, hoping for a compromise, engaged in private conversations with two neighbors along it this summer. He kept his follow-up open for active listening, discussion, and possible solutions. He has served as a leader and participant in Braver Angels workshops for several years. Braver Angels brings together American citizens across the political divide. These sessions do not aim to change anyone's mind; they feature non-judgmental, active-listening exercises that lead citizens to create a covenant of agreement on shared values of communication and civil discourse. He continued to believe that everyone is a person of goodwill and, if not always that, then at least they recognize shared self-interest in maintaining bonds of communal cooperation and mutual protection. If any neighbors along the Aldine right-of-way are interested in such a process, he would welcome their participation. He indicated he will work with them to create an equitable and constructive environment where feelings can be shared and respected. Of course, they would also be asked to do the same with neighbors who disagree on this issue. Perhaps with input from one or two neighbors on each side of the disagreement, more people could come together to strengthen relationships and lay the groundwork for future resilience and cooperation. And, of course, if the city can provide any resources—such as mediation, meeting space, or support—we would welcome them. There have been many statistics, graphs, appeals, testimonies, emails, and handouts from both sides of this issue, all focused on saving the trees. Well, as far as he knew, trees mainly cooperate; they make space for one another, share scarce resources, and alert each other to dangers in the soil. What we have now is like a bad case of buckthorn in our emotional system—an overemphasis on competing for sunlight out of fear and anger. He believed it would honor these trees if they modeled how our environment finds balance and sustains itself over the long term. He noted that he can be reached at 20 Mid Oaks Lane and that he has a Braver Angels sign in his yard. Feel free to stop by sometime or leave a note with your contact information.

Mr. Frank Strahan, 1260 Shryer Avenue

Mr. Strahan explained that he is the spouse of Councilmember Julie Strahan and has been hesitant to speak on this issue from the start because of accusations later dismissed. He was asking because his wife was honest and open about her thoughts and actions. She did nothing unethical. It's not a pathway yet, but he encouraged the council to proceed with the park recommendations and work carefully to find a good solution. He believed there should be a pathway there, even if it's just a shortcut. About 400 feet from the end of that pathway, there is another shortcut that goes east. He did not remember the street; it's between Snelling Avenue and Aldine Ridgewood. There's a shortcut through that area. He did not understand the issue with it being a shortcut, especially if it's a pleasant, relaxing path through the trees. He noted he studied forestry at the University of Minnesota in the 1980s. But he knew that if something happened with the underground utilities, like a pipe collapse, the Public Works Department would come in and cut down every tree in

their way. They wouldn't ask for permission; they would do it. That's a sad reality for trees in this city and any city, really. He hoped they wouldn't have to face that. He also enjoys using that pathway or right-of-way, though he hasn't used it in a while. He urged the council to move forward.

Mr. Joe Pribyl, 1738 Skillman Avenue West

Mr. Pribyl appreciated the time the city has dedicated to this matter and the consideration shown by the council and Mayor Roe. He also wants to thank the Parks and Recreation Commission for their input and for taking this issue seriously. He encouraged the council to recognize and honor the Parks and Recreation Commission's conclusion that the Aldine right-of-way has value to the city's parks and recreation system, and to proceed with the recommended study. This study might also need to include a topographical survey showing grades and slopes along the right-of-way, so measurements for drainage and optimal pathway alignment can be considered. It's important to emphasize that support for the Parks and Recreation Commission's involvement should not be seen as residents wanting to turn the right-of-way into a formal city park, but as an acknowledgment that the Aldine right-of-way offers recreational and ecological benefits aligned with the Commission's mission. Their expertise could help design a path—whether the right-of-way becomes a formal park—that balances environmental sensitivity, accessibility, and neighbor privacy, extending beyond what public works typically provides. Moreover, while much effort has been made to protect the trees' health, most agree on their value; their current health remains uncertain. A path must be designed to ensure their ongoing vitality. A third-party study, as recommended by the Parks and Recreation Commission, seems essential to address these concerns. Some residents, understandably, are worried about the cost of the recommended study and the time already spent, questioning why more work is necessary. He agreed that responsible budgeting is essential, but the modest expense needed for the Parks and Recreation Commission's recommendation is a reasonable and prudent investment. When considering the potential permanent loss of public land if the right-of-way is vacated—and the opportunities for recreation, access, and community benefits that would be lost—this loss cannot be easily reclaimed. We should also consider the community's future development and how this right-of-way might contribute to that vision. The focus on this specific right-of-way highlights its unique nature and the need for a distinctive solution. Arguments that the Aldine right-of-way should be vacated—because it doesn't mirror other rights-of-way in the city or align with the city's master pathway plan—do not fully account for its unique history, community use, or the environmental and accessibility factors involved. Nor do they reflect the Parks and Recreation Commission's view that it is significant within the parks system. In summary, the Aldine right-of-way is not just an ordinary corridor or a trivial shortcut without purpose. It is a valued and actively used public space, as shown through months of ongoing discussion. Its final disposition should be handled with care and transparency and be based on a comprehensive expert study and further discussion. He urged the council once again to accept the Parks and Recreation Commission's recommendation and to

Regular City Council Meeting
Monday, October 27, 2025
Page 10

ensure the study moves forward quickly, so that the final decision reflects the city's commitment to stewardship and the public's trust. Thank you again for your time and careful consideration, and he also thanked all the neighbors for participating. Everyone deserves to be heard, and he appreciated everyone having the chance to share their perspectives. We also need to keep listening.

Mayor Roe thanked the residents for their comments and concluded the public comment period. He expressed appreciation to everyone for their input, not just tonight but also during previous discussions at the council level and two Parks and Recreation Commission meetings earlier. He noted that questions raised might be addressed with technical answers from staff. He mentioned that, from his perspective, one of the early commenters raised concerns regarding stormwater runoff and drainage. In today's water management areas and stormwater regulations, any city project must consider stormwater management carefully to avoid issues with runoff. He pointed out that the topographical information in the packet shows a low spot between Roselawn and the street to the north, which is interesting because drainage does not go toward the roads but rather into that low point. This likely relates to how the stormwater system was initially designed and installed. All these factors need to be considered, and hopefully, this helps address that question, at least partially, from a process perspective.

Council members discussed the need for detailed information on path alignment, tree impacts, and stormwater management. They emphasized the importance of thorough analysis and community input.

Mayor Roe explained the policy of returning government property to adjacent property owners when it is no longer needed.

The council considered vacating the right-of-way but paused the process because residents in the neighborhood used it as an informal pathway.

Mayor Roe stressed the importance of more information to reach a final decision.

Strahan moved, Groff seconded, accepting the Park and Rec Commission discussion and recommendations, and moving forward with a study to determine the feasibility of this path.

Council Discussion

Councilmember Groff once again expressed appreciation for everyone's presence. This has been a lengthy process, but the government tends to move slowly, and there is a reason for that. Once a decision is made, if it proves to be a mistake after a year, there's no going back. He emphasized his desire to be very thoughtful about this decision; that's why the council is proceeding at this pace. He clarified that he wants all the information before making a choice and aims to select the best option

Regular City Council Meeting
Monday, October 27, 2025
Page 11

for everyone — not just the neighbors with rights to the property, but also the young man walking to school and others who use this path for recreation. The city doesn't have many parklands in this area. Most parks in Roseville are on the east side of Lexington Avenue, and he lives on this side. Many lots are larger, which is beneficial, but some are smaller, and continuous pathways are essential; that's why he supported the motion.

Councilmember Bauer believed that continuing this study would provide the council with the final piece of data needed to make a decision. He thanked everyone for their patience throughout the process and agreed with Councilmember Groff that once a decision is made, it is final. Therefore, taking a little more time to examine all aspects thoroughly is a wise choice, and investing a bit more to achieve this is worthwhile. He considered this study a crucial step toward the council reaching a final decision.

Mayor Roe agreed with much of what was said. He took the time to review the information in the packet on the topographical study and the tree inventory. With some questions, he was able to sketch out a pathway through the site. He emphasized limits to his expertise and ability to judge certain factors. He pointed out that some tree species are less desirable, but the city's goal isn't necessarily to remove them, especially when they are significant and impactful to the community. However, smaller specimens can be more disposable in these types of projects. There is green ash in this corridor. He agreed with both the recommendation and the council's earlier comments that the city should take action as soon as the information is available.

Roll Call

Ayes: Groff, Bauer, Strahan, and Roe.

Nays: None.

Mayor Roe inquired about the procedural steps if the study's cost exceeds the city manager's authority limit.

Mr. Trudgeon confirmed that costs exceeding \$10,000 will require council approval.

Recess

Mayor Roe recessed the meeting at approximately 7:26 p.m., and reconvened at approximately 7:32 p.m.

c. Review 2026 Tax Levy Options

City Manager Patrick Trudgeon briefly highlighted this item, as detailed in the Request for Council Action and related attachments dated October 27, 2025.

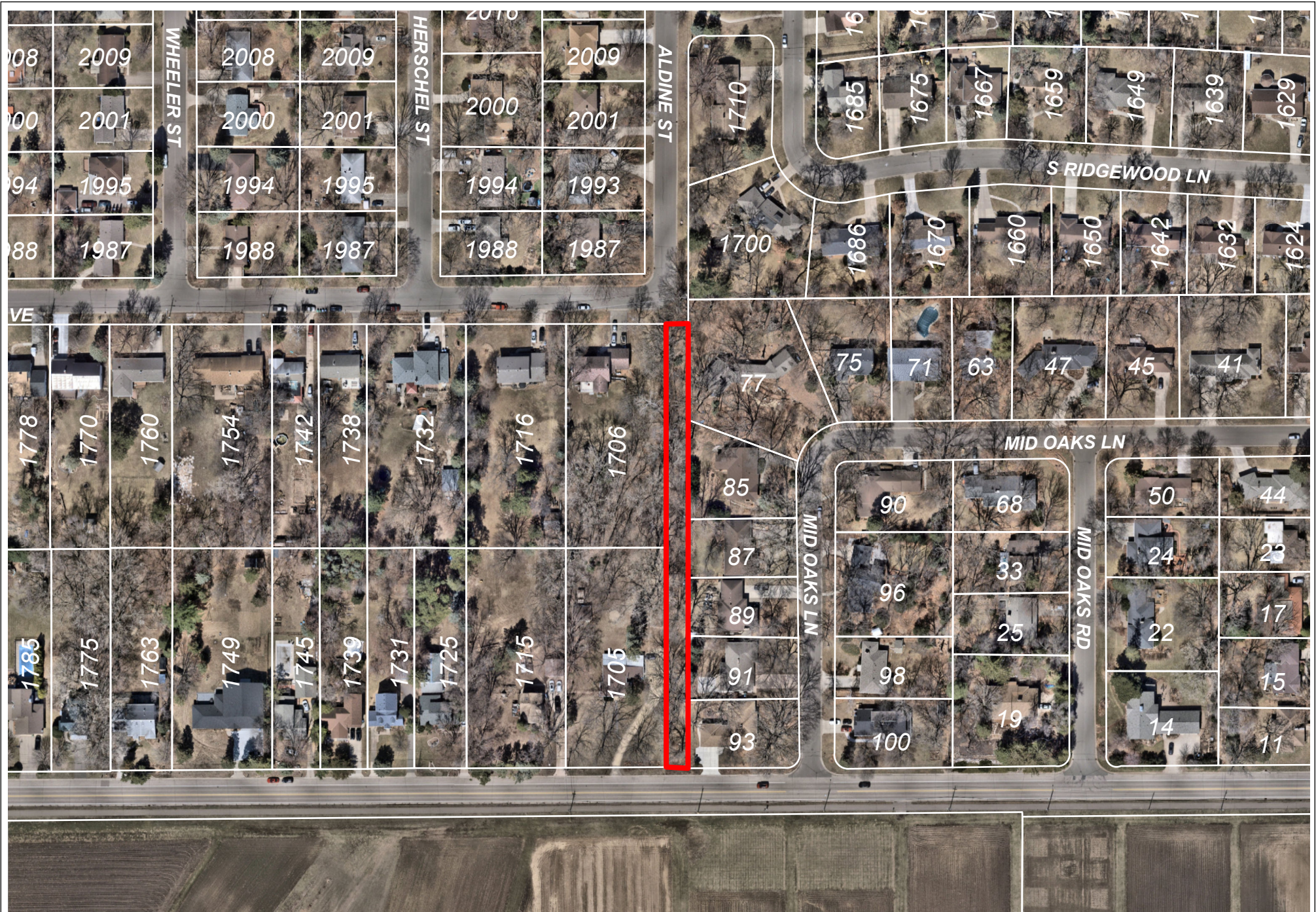


Exhibit V: Aldine Ave Right-of-Way Vacation



Prepared by:
Engineering Department
May 21, 2025



Right-of-Way Vacation Area

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

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

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



Commission Meetings

January, 2026

Finance Commission

- Reviewed the final budget and tax levy
- Received a refresher on Government budget and Financial processes
- Commissioner Kanzenbach initiated a discussion topic – wanting additional information in the ACFR, specifically in the statistical section. This will be added to the February agenda.
- Moved the March meeting start time to 6:00pm in observance of Ramadan.

Equity & Inclusion Commission

- The January meeting was moved to 01/28. Topics on that agenda will include:
 - Staff update on Special Council Meeting held 1/22
 - Commissioner handbook

Parks & Rec Commission

- Overview of skating center programs, offerings and operations.
- Staff presented an overview of Rosefest 2026 (scheduled for Monday, June 22 – Sunday, June 28). This included new events, events not planned for 2026 and the overall approach to programming changes. Commissioners provided feedback on proposed direction.
- Electric vehicle charging in Roseville parks (Commissioner-initiated)
 - Staff shared information on electric vehicle charging options in P&R facilities, including practices in other cities, estimated costs, and infrastructure considerations. Preliminary analysis indicates park-based charging is typically underutilized, while destination-based locations may offer greater potential. Commission received the information and asked staff to consider opportunities to add EV charging where cost-effective & feasible.

Commission Meetings

January, 2026

Planning Commission/Variance Board

- No Planning Commission meeting was held due to a lack of planning applications.
- The Variance board had 2 items for discussion:
 - A second-story home addition at 513 Heinel Drive was approved with conditions pertaining to capturing & mitigating storm water from the roof.
 - An extension was approved to the time allowed for validation of the variance approval by applying for the necessary building permits for construction of the garage addition at 1949 Simpson Street.

Police Civil Service

- No meeting was held.

PWET Commission

- The January meeting is scheduled for 01/27. An update will be provided at next month's meeting.

FUTURE MEETING AGENDA HIGHLIGHTS

January 26, 2026

February 9, 2026 – City Council Meeting

- Discuss Strategic Plan
- Approve Legislative Priorities
- Approve Pascal Street configuration entering Keya Park
- Approve 2026 Fireworks Contract
- Approve Final 2025 Pavement Management Plan

February 17, 2026 – Commission Interviews

February 19, 2026 – Commission Interviews

February 23, 2026 – EDA Meeting

- Recognize recipients of annual Roseville Sustainable Steward Award
- Election of Officers
- Discuss one-time request by Twin Cities Habitat for Humanity regarding Roseville EDA's financial contribution for property acquisition through Roseville Land Trust program
- Discussion regarding housing programs and ongoing EDA funding

February 23, 2026 – City Council Meeting

- Proclaim Women's History Month
- Receive presentation from Liz Nowak, Visit Roseville President and CEO
- Approve Minnesota State Patrol Utility Encroachment Agreement
- Accept Donation and Approve Issuance of RFP for planning of possible nature play playground at the Harriet Alexander Nature Center

			<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 multiple 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			