



City Council Agenda

Monday, March 2, 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: Groff, Strahan, Schroeder, Bauer, and Roe
- 6:01 p.m. **2. Pledge of Allegiance**
- 6:02 p.m. **3. Approve Agenda**
- 6:03 p.m. **4. Public Comment**
- 6:08 p.m. **5. Recognitions and Donations**
- 6:13 p.m. **6. Items Removed from Consent Agenda**
- 7. Business Items**
- 6:15 p.m. a. Conduct Public Hearing and Certify Unpaid Utility Charges to the Property Tax Roll
- 6:25 p.m. b. Consider Adopting Updated Snow & Ice Control Policy
- 6:40 p.m. c. Consider Adopting an Ordinance Amending Chapter 404 of Roseville City Code
- 6:55 p.m. d. Appoint Commissioners to the Equity and Inclusion, Finance, Planning, and Public Works, Environment, and Transportation Commissions
- 8. Council Direction on Councilmember Initiated Agenda Items**
- 9. Approval of City Council Minutes**
- 7:05 p.m. **10. Approve Consent Agenda**
- a. Approval of Payments
- b. Approve General Purchases Exceeding \$10,000 or Sale of Surplus Items
- c. Approve Ramsey County Cooperative Agreement for Fairview Avenue from Larpenteur Avenue to County Road B2
- d. Adopt a Resolution Approving Ramsey County License Agreement for Wayfinding Sign
- 7:10 p.m. **11. Future Agenda Review, Communications, Reports, and Announcements - Council and City Manager**
- a. Future Agenda
- 7:20 p.m. **12. Adjourn**

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/2/2026

Item No.: 7.a.

Department Approval



City Manager Approval



Item Description: Conduct Public Hearing and Certify Unpaid Utility Charges to the Property Tax Roll

Background

As authorized by City Code, Sections 505, 801, 802, and 906, the City annually certifies to the County Auditor any unpaid false alarms, water, sewer, and other charges that are in excess of 90 days past due, for collection on the following year's property taxes. Affected property owners are provided a hearing to dispute any charges against their property.

Beginning in 2010, the City Council began approving certifications for delinquent utilities on a quarterly basis. This ensures that any unpaid utilities are brought to the attention of new property owners in a more timely fashion. It also allows the City to record a lien against the property in the event that a property goes into foreclosure and/or is being prepared for sale for other reasons.

Attached is the current list of delinquent charges. Payments (along with accrued interest) received in the Finance Office prior to February 20, 2026 were accepted and will not be levied on the 2027 property taxes.

Policy Objectives

Certifying delinquent charges are required under City Code

Equity Impact Summary

While the process for certifying delinquent charges follows City Code and applies uniformly, there could be equity impacts related to underlying causes of delinquency, such as income disparities or barriers to accessing assistance programs. No analysis has been completed to determine whether certain populations are disproportionately affected.

Budget Implications

Certifying delinquent charges for collection on property taxes ensures recovery of unpaid amounts owed to the City for utilities and other services. There is no direct budget impact, as the certification process helps maintain revenue collection and reduce potential losses from uncollected accounts.

33 **Staff Recommendations**

34 Staff recommends approval of the attached resolution levying unpaid utility charges for
35 collection on the property tax roll.
36

37 **Requested Council Action**

38 Motion to adopt the resolution approving the certification of unpaid utility and other charges
39 to the County Auditor for collection on the property tax roll.
40

41 **Prepared by:** Karla Rangitsch, Utility Billing Clerk

Attachments: 1. Resolution - Certify Unpaid Utility Charges
2. Council List

**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 2nd day of March, 2026 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION DIRECTING THE COUNTY AUDITOR TO
LEVY UNPAID WATER, SEWER AND OTHER CITY CHARGES FOR PAYABLE
2010 or BEYOND**

WHEREAS, the City Code of the City of Roseville, Sections 506, 801, 802, and 906 provides that the City may certify to the County Auditor the amounts of unpaid sewer, water, and other charges to be entered as part of the tax levy on said premises:

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

1. Exhibit "A" attached hereto and made a part thereof by reference is a list of parcels of real property lying within the City limits which are served by the City of Roseville, and on which there are unpaid city water, sewer, and other charges as shown on the attached Schedule A.

2. The Council hereby certifies said list and requests the Ramsey County Auditor to include in the real estate taxes due the amount set forth in Schedule A plus 8% interest.

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

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 2nd day of March 2026, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 2nd day of March, 2026.

Patrick Trudgeon, City Manager

Seal

PIN	Service Address	Amount to Collections	Amount to Collections + \$25 Fee	NOTES
022923320039	2779 AGLEN ST	\$212.54	\$237.54	
032923220038	3014 ARONA ST	\$209.43	\$234.43	
152923230037	1970 ASBURY ST	\$280.08	\$305.08	
142923120001	2149 AVON ST N	\$204.30	\$229.30	
112923230024	1056 BROOKS AVE W	\$152.32	\$177.32	
132923120016	311 BURKE AVE W	\$352.35	\$377.35	
092923110041	2618 CHARLOTTE ST	\$319.23	\$344.23	
022923320091	2821 CHURCHILL ST	\$207.31	\$232.31	
022923320077	2824 CHURCHILL ST	\$222.78	\$247.78	
132923120084	320 COUNTY RD B W	\$487.11	\$512.11	
142923210075	964 COUNTY RD B W	\$438.90	\$463.90	
152923210004	1378 COUNTY RD B W	\$224.82	\$249.82	
122923130092	341 COUNTY RD B2 W	\$279.17	\$304.17	
012923130047	349 COUNTY RD C2 W	\$243.42	\$268.42	
022923240056	885 COUNTY RD C2 W	\$169.58	\$194.58	
112923140044	2455 DALE ST N	\$331.49	\$356.49	
022923440075	2743 DALE ST N	\$232.45	\$257.45	
032923420062	2835 DELLWOOD ST	\$234.93	\$259.93	
142923230051	1026 DRAPER AVE	\$247.57	\$272.57	
152923130139	1236 DRAPER AVE	\$247.15	\$272.15	
172923140044	2145 DRAPER AVE	\$168.30	\$193.30	
102923110019	2561 DUNLAP ST N	\$219.12	\$244.12	
132923140007	249 ELMER ST	\$419.45	\$444.45	
012923420070	2833 FARRINGTON ST	\$177.86	\$202.86	
112923120040	2545 FISK ST	\$245.53	\$270.53	
042923240044	2903 FAIRVIEW AVE N	\$194.61	\$219.61	
172923210008	2096 FAIRWAYS LN	\$297.98	\$322.98	
012923410059	2772 GALTIER ST	\$139.10	\$164.10	
132923310089	491 GLENWOOD AVE	\$282.69	\$307.69	
152923440040	1200 GARDEN AVE	\$318.48	\$343.48	
032923410046	2761 GRIGGS ST N	\$261.65	\$286.65	
032923410011	2806 GRIGGS ST N	\$326.02	\$351.02	
032923410035	2827 GRIGGS ST N	\$257.60	\$282.60	
132923120033	2084 GIESMANN ST	\$178.03	\$203.03	
152923420125	1844 HAMLINE AVE N	\$333.08	\$358.08	
102923210062	2589 HAMLINE AVE N STE A	\$133.03	\$158.03	
032923430067	2700 HAMLINE AVE N	\$231.58	\$256.58	
132923310098	462 HILLTOP AVE	\$216.73	\$241.73	
032923430035	2723 HURON ST	\$238.57	\$263.57	
152923420057	1890 HURON AVE	\$187.25	\$212.25	
112923340007	936 HIGHWAY 36 W	\$233.34	\$258.34	
012923330003	528 IONA LN	\$728.08	\$753.08	
122923240041	2416 IRENE ST	\$159.68	\$184.68	
152923110077	1127 KARYL PL	\$177.96	\$202.96	
012923330025	2757 KENT ST	\$186.41	\$211.41	
142923220065	2062 LEXINGTON AVE N	\$289.96	\$314.96	
022923330004	2729 LAKEVIEW AVE	\$161.21	\$186.21	
112923410057	694 LOVELL AVE W	\$243.21	\$268.21	
132923310029	483 MCCARRONS BLVD S	\$171.23	\$196.23	
132923130016	269 MCCARRONS BLVD N	\$224.12	\$249.12	
162923140060	45 MID OAKS LN	\$240.74	\$265.74	
032923420022	2774 MERRILL ST	\$227.20	\$252.20	
012923330462	2650 MACKUBIN ST	\$238.28	\$263.28	
042923130040	1771 MILLWOOD AVE	\$245.38	\$270.38	
122923440009	226 MINNESOTA AVE	\$283.32	\$308.32	
132923230073	602 MOUNDSVIEW AVE	\$204.06	\$229.06	
012923140081	208 MAPLE LN	\$334.46	\$359.46	
012923410042	2795 MARION ST	\$195.40	\$220.40	
112923310031	2360 NANCY PL	\$737.30	\$762.30	
122923120021	350 OAKCREST LN	\$272.49	\$297.49	

More than 90 days past due
as of October 13, 2025

Schedule A
Delinquent Accounts 1st Quarter 2026

City of Roseville, MN
2/24/2026

102923110012	1149 OAKCREST AVE	\$198.34	\$223.34
052923210073	3006 OLD HIGHWAY 8	\$548.58	\$573.58
142923120051	798 PARKER AVE	\$252.97	\$277.97
142923220073	1023 PARKER AVE	\$145.46	\$170.46
032923340063	1406 PRIMROSE CURV	\$339.86	\$364.86
032923340047	1434 RAMBLER RD	\$261.65	\$286.65
132923430005	295 ROMA AVE	\$698.77	\$723.77
152923430027	1272 ROMA AVE	\$307.27	\$332.27
092923110013	1677 ROSE PL	\$142.65	\$167.65
132923230058	577 ROSELAWN AVE W	\$279.29	\$304.29
152923410005	1140 ROSELAWN AVE W	\$187.83	\$212.83
162923130078	1745 ROSELAWN AVE W	\$288.53	\$313.53
142923320101	1045 RUGGLES ST	\$241.99	\$266.99
152923410106	1194 RUGGLES ST	\$177.51	\$202.51
162923130058	1742 RYAN AVE W	\$293.99	\$318.99
152923130026	1317 SHRYER AVE W	\$267.33	\$292.33
102923340017	1397 SANDHURST DR W	\$210.69	\$235.69
102923220041	2580 SNELLING CURV	\$156.00	\$181.00
032923230033	2917 SIMPSON ST	\$175.61	\$200.61
032923230028	2951 SIMPSON ST	\$239.66	\$264.66
102923440024	1128 SHERREN ST W	\$224.80	\$249.80
102923440012	1213 SHERREN ST W	\$250.28	\$275.28
112923140052	2420 SAINT ALBANS ST N	\$153.01	\$178.01
012923110030	3076 WOODBRIDGE ST	\$177.46	\$202.46
022923220014	1045 WOODLYNN AVE	\$510.56	\$535.56
162923130039	1988 WHEELER ST N	\$255.63	\$280.63
122923240038	2417 WESTERN AVE N	\$212.37	\$237.37
022923440052	738 WHEATON AVE	\$207.62	\$232.62
112923120025	750 COUNTY RD C W	\$278.17	\$303.17
012923340141	413 COUNTY ROAD C W	\$358.87	\$383.87
112923340080	2203 VICTORIA ST N	\$433.19	\$458.19
042923120023	3024 FAIRVIEW AVE N	\$161.66	\$186.66
092923110070	1680 OAKCREST AVE	\$187.12	\$212.12
102923120055	1316 CHRISTY CIR	\$192.59	\$217.59
052923210071	3020 OLD HIGHWAY 8	\$1,528.68	\$1,553.68
122923430034	335 SANDHURST DR W	\$278.74	\$303.74
082923430044	2223 COUNTY RD B W	\$237.92	\$262.92
112923230080	1024 TRANSIT AVE	\$177.51	\$202.51
032923420054	2806 DELLWOOD ST	\$169.58	\$194.58
122923110015	203 WEWERS RD	\$259.92	\$284.92
132923230021	540 SHRYER AVE W	\$317.48	\$342.48
102923240014	1363 BROOKS AVE W	\$160.89	\$185.89
012923140085	240 MAPLE LN	\$300.79	\$325.79
052923210091	2422 COUNTY RD D W #4	\$160.55	\$185.55
142923120017	851 PARKER AVE	\$232.65	\$257.65
152923110058	2083 LEXINGTON AVE N	\$312.52	\$337.52
032923240088	2972 SIMPSON ST	\$175.64	\$200.64
022923430033	795 TERRACE DR	\$253.87	\$278.87
142923230029	993 RYAN AVE W	\$297.96	\$322.96
152923120086	1266 COUNTY RD B W	\$232.46	\$257.46
032923320045	1491 APPLEWOOD CT W	\$177.51	\$202.51
012923340035	395 WOODHILL DR	\$170.26	\$195.26
152923140042	1194 SHRYER AVE W	\$257.86	\$282.86
142923230056	1941 CHATSWORTH ST N	\$389.34	\$414.34
052923220084	3082 HIGHCREST RD	\$271.19	\$296.19
152923430067	1716 HAMLINE AVE N	\$213.97	\$238.97
112923330050	2168 OXFORD ST N	\$282.93	\$307.93
142923210080	896 PARKER AVE	\$217.36	\$242.36
012923410036	2841 MARION ST	\$312.12	\$337.12
042923420026	1798 CENTENNIAL DR	\$255.86	\$280.86
102923110027	1106 OAKCREST AVE	\$218.78	\$243.78
102923430054	2226 DELLWOOD ST	\$203.77	\$228.77

APARTMENT INCLUDES 1 QUARTER

More than 90 days past due
as of October 13, 2025

Schedule A
Delinquent Accounts 1st Quarter 2026

City of Roseville, MN
2/24/2026

102923110024	2560 FERNWOOD ST	\$186.30	\$211.30	
142923110019	679 SKILLMAN AVE W	\$160.55	\$185.55	
022923430037	825 COUNTY RD C W	\$309.33	\$334.33	
142923330056	1765 CHATSWORTH ST N	\$251.03	\$276.03	
162923240090	1932 TATUM ST	\$195.00	\$220.00	
022923330019	2742 OXFORD ST N	\$281.61	\$306.61	
122923140020	2501 WOODBRIDGE ST	\$251.42	\$276.42	
112923310060	952 LOVELL AVE W	\$229.96	\$254.96	
042923240042	2911 FAIRVIEW AVE N	\$216.24	\$241.24	
042923210055	3021 FAIRVIEW AVE N	\$453.17	\$478.17	
032923340027	1390 JUDITH AVE	\$468.42	\$493.42	
152923230036	1969 ASBURY ST	\$285.03	\$310.03	
012923330456	2662 MACKUBIN ST	\$237.26	\$262.26	
012923230057	523 OWASSO HILLS DR	\$346.48	\$371.48	
102923120024	2572 DELLWOOD ST	\$328.27	\$353.27	
012923130022	2896 MATILDA ST	\$192.75	\$217.75	
112923140028	735 COUNTY RD B2 W	\$177.97	\$202.97	
092923340007	1917 GLUEK LN	\$276.08	\$301.08	
122923240090	397 BROOKS AVE W	\$170.32	\$195.32	
142923320008	1863 CHATSWORTH ST N	\$273.73	\$298.73	
142923210022	928 BURKE AVE W	\$166.30	\$191.30	
152923110015	1193 BURKE AVE W	\$213.91	\$238.91	
112923420081	823 COPE AVE W	\$232.14	\$257.14	
162923240062	1850 RYAN AVE W	\$255.62	\$280.62	
022923320010	2777 LAKEVIEW AVE	\$186.30	\$211.30	
152923130005	1252 SKILLMAN AVE W	\$329.75	\$354.75	
102923340026	1397 COUNTY RD B W	\$282.67	\$307.67	
122923440015	2234 MARION ST	\$274.90	\$299.90	
132923440003	192 MCCARRONS BLVD S	\$211.46	\$236.46	
102923130038	2400 HAMLINE AVE N	\$200.00	\$225.00	
102923120061	1294 OAKCREST AVE	\$171.07	\$196.07	
022923430044	808 TERRACE DR	\$420.06	\$445.06	
082923230010	2507 WALNUT ST	\$300.03	\$325.03	
082923230010	2507 WALNUT ST	\$4,479.11	\$4,504.11	COMMERCIAL NO PAYMENT SINCE 2022
132923240034	480 BAYVIEW DR	\$247.63	\$272.63	
132923310049	1839 WESTERN AVE N	\$276.11	\$301.11	
032923130064	1303 COUNTY RD C2 W	\$247.12	\$272.12	
112923230028	2468 CHURCHILL ST	\$211.26	\$236.26	
112923310014	901 GRANDVIEW AVE W	\$233.15	\$258.15	
112923130040	757 COUNTY RD B2 W	\$269.56	\$294.56	
012923110003	195 WOODLYNN AVE	\$211.30	\$236.30	
152923110056	1120 ELDRIDGE AVE W	\$235.36	\$260.36	
032923320155	2821 ARONA ST	\$198.58	\$223.58	
122923440022	255 CAPITOL VIEW CIR	\$344.05	\$369.05	
052923230037	2994 OLD HIGHWAY 8	\$2,428.41	\$2,453.41	RESIDENTIAL NO PAYMENT SINCE 2022
122923110049	2610 WEWERS RD	\$286.28	\$311.28	
112923430044	772 SANDHURST DR W	\$308.04	\$333.04	
022923410037	629 TERRACE DR	\$244.98	\$269.98	
022923410049	668 TERRACE DR	\$382.81	\$407.81	
022923440020	704 TERRACE DR	\$245.06	\$270.06	
132923310097	466 HILLTOP AVE	\$233.94	\$258.94	
152923110064	1121 SKILLMAN AVE W	\$267.82	\$292.82	
012923330420	2731 MACKUBIN ST APT 39	\$210.89	\$235.89	
012923340150	433 COUNTY RD C W	\$216.03	\$241.03	
032923130021	2925 MERRILL ST	\$372.63	\$397.63	
012923340114	2647 WESTERN AVE N	\$205.93	\$230.93	
152923430023	1244 ROMA AVE	\$306.64	\$331.64	
152923140049	1193 RYAN AVE W	\$292.13	\$317.13	
142923110005	724 COUNTY RD B W	\$255.89	\$280.89	
032923240079	2937 PASCAL ST	\$251.82	\$276.82	
142923320001	1915 CHATSWORTH ST N	\$273.04	\$298.04	
152923430032	1695 FERNWOOD ST	\$286.70	\$311.70	

More than 90 days past due
as of October 13, 2025

Schedule A
Delinquent Accounts 1st Quarter 2026

City of Roseville, MN
2/24/2026

142923220086	1008 PARKER AVE	\$348.32	\$373.32
012923220022	3053 LITTLE BAY RD	\$765.76	\$790.76
122923420013	360 COUNTY RD B2 W	\$236.01	\$261.01
142923110079	645 ELDRIDGE AVE W	\$166.20	\$191.20
012923420095	2857 VIRGINIA AVE	\$211.09	\$236.09
102923440038	1193 LAURIE RD W	\$268.50	\$293.50
152923110061	2061 LEXINGTON AVE N	\$268.15	\$293.15
172923240008	1951 LAKE ST	\$220.15	\$245.15
042923210049	3041 FAIRVIEW AVE N	\$288.34	\$313.34
142923330048	1719 CHATSWORTH ST N	\$412.76	\$437.76
052923320002	3253 OLD HIGHWAY 8	\$161.39	\$186.39
012923230022	577 S OWASSO BLVD W	\$250.92	\$275.92
132923110081	2088 WILLIAM ST	\$267.04	\$292.04
122923210048	2572 COHANSEY ST	\$250.92	\$275.92
032923230016	2944 SIMPSON ST	\$186.62	\$211.62
122923420037	314 GRANDVIEW AVE W	\$190.56	\$215.56
152923110053	1142 ELDRIDGE AVE W	\$331.47	\$356.47
112923320019	1079 GRANDVIEW AVE W	\$224.26	\$249.26
012923420044	2797 MATILDA ST	\$260.28	\$285.28
152923130049	1287 RYAN AVE W	\$299.55	\$324.55
012923330395	2731 MACKUBIN ST APT 23	\$180.37	\$205.37
032923420044	2799 MERRILL ST	\$348.92	\$373.92
012923420003	2853 GALTIER ST	\$195.34	\$220.34
122923430020	325 CAPITOL VIEW AVE	\$261.33	\$286.33
132923410014	1893 WAGENER PL	\$179.66	\$204.66
112923330049	2176 OXFORD ST N	\$295.20	\$320.20
012923330436	2750 DALE ST N APT 52	\$220.33	\$245.33
122923140026	2483 WOODBRIDGE ST	\$260.41	\$285.41
142923110068	721 ELDRIDGE AVE W	\$301.23	\$326.23
122923130028	370 BROOKS AVE W	\$212.30	\$237.30
112923130018	834 SEXTANT AVE W	\$208.84	\$233.84
122923420083	2293 HAND AVE	\$217.81	\$242.81
152923440044	1207 ROMA AVE	\$198.29	\$223.29
132923110004	170 COUNTY RD B W	\$191.75	\$216.75
122923140028	2477 WOODBRIDGE ST	\$232.37	\$257.37
132923130004	305 ELMER ST	\$250.00	\$275.00
012923420001	2873 GALTIER ST	\$433.85	\$458.85
132923110002	158 COUNTY RD B W	\$196.93	\$221.93
152923230054	1950 ARONA ST	\$368.24	\$393.24
012923130060	343 MAPLE LANE CT	\$227.57	\$252.57
112923230006	1053 BROOKS AVE W	\$223.14	\$248.14
012923140082	216 MAPLE LN	\$357.79	\$382.79
052923230038	2986 OLD HIGHWAY 8	\$288.84	\$313.84
142923120016	2112 VICTORIA ST N	\$277.04	\$302.04
122923110050	219 WEWERS RD	\$187.12	\$212.12
012923310023	426 CENTENNIAL DR	\$168.78	\$193.78
022923440006	723 TERRACE DR	\$625.99	\$650.99
012923140056	2926 MARION ST	\$336.13	\$361.13
042923130072	1784 MILLWOOD AVE	\$229.22	\$254.22
032923230011	2999 ASBURY ST	\$212.01	\$237.01
012923440061	2742 GALTIER ST	\$187.26	\$212.26
012923140103	183 COUNTY RD C2 W	\$193.47	\$218.47
162923230084	2000 AUTUMN PL	\$52.95	\$77.95
012923440013	2687 WOODBRIDGE ST	\$99.25	\$124.25
162923120028	1796 ELDRIDGE AVE W	\$268.65	\$293.65
152923420101	1277 GARDEN AVE	\$315.95	\$340.95
132923440004	186 MCCARRONS BLVD S	\$264.25	\$289.25
012923340004	435 IONA LN	\$191.73	\$216.73
112923420044	770 GRANDVIEW AVE W	\$70.74	\$95.74
112923440009	2237 DALE ST N	\$126.31	\$151.31
132923110062	2057 WOODBRIDGE ST	\$309.83	\$334.83
112923430052	835 COUNTY RD B W	\$300.55	\$325.55

More than 90 days past due
as of October 13, 2025

Schedule A
Delinquent Accounts 1st Quarter 2026

City of Roseville, MN
2/24/2026

152923130068	1240 RYAN AVE W	\$377.02	\$402.02
012923240110	2960 HIGHCOURTE	\$173.40	\$198.40
102923120007	1291 ROSE PL	\$262.34	\$287.34
022923120059	3050 VICTORIA ST N	\$72.84	\$97.84
112923310021	970 COUNTY RD B2 W	\$394.77	\$419.77
132923120025	2051 WILLIAM ST	\$296.73	\$321.73
032923340040	1405 RAMBLER RD	\$248.08	\$273.08
092923110011	1665 ROSE PL	\$234.71	\$259.71
122923130027	360 BROOKS AVE W	\$192.98	\$217.98
052923220123	3009 TROSETH RD	\$267.35	\$292.35
012923340179	2720 MACKUBIN ST	\$204.18	\$229.18
122923340036	2186 BOSSARD DR	\$242.42	\$267.42
142923120004	780 COUNTY RD B W	\$178.60	\$203.60
172923140014	2085 ROSEWOOD LN S	\$193.52	\$218.52
142923320068	1866 LEXINGTON AVE N	\$213.34	\$238.34
162923140014	1693 RIDGEWOOD LN N	\$325.13	\$350.13
142923440059	1765 DALE ST N	\$205.46	\$230.46
032923320159	2811 ARONA ST	\$203.54	\$228.54
112923430046	756 SANDHURST DR W	\$349.86	\$374.86
012923340114	2649 WESTERN AVE N	\$233.70	\$258.70
012923140013	2934 WOODBRIDGE ST	\$166.54	\$191.54
022923330033	2748 CHURCHILL ST	\$217.16	\$242.16
132923230034	554 RYAN AVE W	\$472.73	\$497.73
022923440064	641 COUNTY RD C W	\$302.46	\$327.46
172923240062	1938 LAKE ST	\$53.01	\$78.01
032923410072	2851 LEXINGTON PL N	\$215.89	\$240.89
102923240023	2451 HAMLINE AVE N	\$195.34	\$220.34
132923220004	2091 COHANSEY BLVD	\$328.33	\$353.33
152923440037	1791 DUNLAP ST N	\$371.42	\$396.42
092923110060	2591 FRY ST	\$363.50	\$388.50
142923410057	1821 DALE CT	\$225.57	\$250.57
112923420051	831 LOVELL AVE W	\$299.54	\$324.54
012923420018	2778 MATILDA ST	\$185.73	\$210.73
032923430027	2726 HURON ST	\$146.65	\$171.65
032923430053	2691 HURON ST	\$169.48	\$194.48
152923210125	2073 HAMLINE AVE N	\$366.69	\$391.69
122923140043	2471 MARION ST	\$173.40	\$198.40
142923340017	1738 CHATSWORTH ST N	\$322.91	\$347.91
152923430029	1288 ROMA AVE	\$192.48	\$217.48
152923420060	1866 HURON AVE	\$291.05	\$316.05
012923340045	468 WOODHILL DR	\$352.37	\$377.37
042923120029	1815 LYDIA AVE W	\$239.00	\$264.00
112923110103	659 OVERLOOK DR	\$166.54	\$191.54
052923230028	2946 HIGHCREST RD	\$937.90	\$962.90
012923340154	441 COUNTY RD C W	\$193.98	\$218.98
162923220005	2008 COUNTY RD B W	\$318.46	\$343.46
032923230009	1519 LYDIA AVE W	\$259.99	\$284.99
152923110065	1129 SKILLMAN AVE W	\$166.46	\$191.46
102923220004	2610 SNELLING CURV	\$2,908.80	\$2,933.80
152923410003	1124 ROSELAWN AVE W	\$332.62	\$357.62
102923430096	1257 COUNTY RD B W	\$262.12	\$287.12
102923440087	1195 COUNTY RD B W	\$368.57	\$393.57
132923420019	370 MCCARRONS BLVD S	\$251.10	\$276.10
082923430006	2240 MARION RD	\$348.13	\$373.13
092923440230	2206 MIDLOTHIAN RD	\$213.95	\$238.95
132923120091	333 BURKE AVE W	\$193.98	\$218.98
112923310041	962 GRANDVIEW AVE W	\$297.41	\$322.41
012923430105	2663 VIRGINIA AVE	\$152.82	\$177.82
152923130034	1306 SHRYER AVE W	\$261.27	\$286.27
172923140042	2125 DRAPER AVE	\$236.01	\$261.01
032923320154	2823 ARONA ST	\$55.81	\$80.81
142923320018	1820 AGLLEN ST	\$256.83	\$281.83

APARTMENT INCLUDES 1 QUARTER

More than 90 days past due
as of October 13, 2025

Schedule A
Delinquent Accounts 1st Quarter 2026

City of Roseville, MN
2/24/2026

112923340006	941 SHERREN ST W	\$204.30	\$229.30
162923120013	1733 ELDRIDGE AVE W	\$237.09	\$262.09
102923430095	1225 COUNTY RD B W	\$179.74	\$204.74
102923120062	1300 OAKCREST AVE	\$274.65	\$299.65
012923310065	405 JUDITH AVE	\$172.32	\$197.32
092923110068	1666 OAKCREST AVE	\$229.28	\$254.28
042923220012	3080 CLEVELAND AVE N	\$269.91	\$294.91
032923210092	3027 PASCAL ST	\$268.42	\$293.42
012923340175	2728 MACKUBIN ST	\$197.97	\$222.97
122923140070	192 TRANSIT AVE	\$117.67	\$142.67
012923330368	2735 MACKUBIN ST APT 10	\$136.23	\$161.23
032923420042	2815 MERRILL ST	\$64.02	\$89.02
TOTAL TO BE CERTIFIED TO 2027		<u>\$92,251.84</u>	<u>\$100,251.84</u>
TAXES			

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/2/2026

Item No.: 7.b.

Department Approval

City Manager Approval



Item Description: Consider Adopting Updated Snow & Ice Control Policy

Background

The City currently has a Snow & Ice Control Policy (Attachment 1) to inform City staff and residents how to manage snow events within the City of Roseville. The current policy was last updated in 2014 and has not been reviewed thoroughly since then. To make sure the policy meets current needs of the city and to how City operations have changed, staff have drafted a revised Snow & Ice Control Policy (Attachment 3).

The Snow & Ice Control Policy only applies to City-maintained streets and parking lots. The Parks Department manages snow plowing on city pathways. There is a separate Parks Snow Plowing - Pathway Policy #42 which addresses pathway maintenance.

Overall, staff updated the format of the policy to make it easier to read and understand for the public and staff. Most of the policy remains unchanged.

Some key points of the current policy remain unchanged:

- To have streets and critical parking lots plowed full width within 10 hours after the snow has quit falling for snow events greater than two inches.
- City begins plowing when 6" of snow has fallen.
- Ice Control - the City does not have a bare pavement policy.
 - Bare, dry pavement should not be expected and may not be continuous on city streets throughout the winter months. The City attempts to maintain adequate traction for the motoring public.
- Roadside considerations policy within the right-of-way such as trash receptacles, mailboxes, landscaping and irrigation remain unchanged.
- Parking regulations remain unchanged for most areas other than the Snowplow Pilot Area.

Some changes that are proposed to the revised policy:

- Change the term "collector routes" to "priority main routes" since it is better understood by residents.

- Add a limit on the maximum time plow drivers can work on a 24-hour day.
 - For safety reasons, no operator shall work more than a 14-hour shift in any 24-hour period.
- Add Snowplow Pilot Area.
- Update exhibit list.

The Public Works Environment and Transportation Commission (PWET) reviewed the revised policy at their January 27, 2026, meeting and recommended Council adopt the revised policy. Excerpt of the draft PWET minutes is included as Attachment 6.

Policy Objectives

It is City policy to keep City-owned infrastructure in good operating condition and to keep systems operating in a safe condition.

Equity Impact Summary

The current policy applies to the city uniformly so there is no equity impact.

By incorporating the snowplow pilot areas into the revised policy formally, the policy better accommodates residents in apartment complexes who tend to have lower incomes. The pilot parking areas allow these residents to park on one side of the street during snow events as many of these locations do not have adequate off-street parking options available and were more likely to be ticketed in snow events before the pilot areas were implemented.

Budget Implications

There are no budget impacts with the proposed changes to the snow & ice control policy. The level of service and level of effort for snow and ice control will remain the same so no overall changes to cost of snow and ice control.

Staff Recommendations

Staff recommend the Council adopt the revised Snow & Ice Control Policy.

Requested Council Action

Consider adopting the revised Snow & Ice Control Policy.

Prepared by: Jesse Freihammer, Public Works Director

Attachments:

1. Current Snow & Ice Control Policy (2014)
2. Draft Snow & Ice Control Policy with changes tracked
3. Draft Snow & Ice Control Policy clean version
4. Draft Snow & Ice Control Policy Exhibits
5. Presentation
6. Excerpt of PWET Minutes

CITY OF ROSEVILLE

STREETS AND PARKING LOT

SNOW AND ICE CONTROL POLICY

BACKGROUND

The Twin Cities metropolitan area averages 49" of snow per season. We have approximately a trace or more of snow on the average of 74 times each season and 1" or more an average of 9 times. Snowfalls of 3" and up occur about 4 times and 6" or more of snowfall an average of 1 time per season.

The City of Roseville annually budgets funds for the removal of snow and ice from the city maintained street system and city parking lots. Reasonable snow and ice control is necessary for routine travel and emergency services. The City will provide such control in a safe and cost effective manner, keeping in mind safety, budget, personnel, and environmental concerns.

Responsibility for directing and coordinating snow and ice control operations is assigned to the Street Maintenance Division of the Public Works Department. Snow and ice control will have top priority in the Public Works Department and is considered emergency in nature. The City will use in-house staff, equipment, and/or private contractors when necessary to provide this service. Snow and ice control may be suspended at any time the Public Works Superintendent, Street Maintenance Supervisor, or their designee determines that rising or falling temperature, visibility, and/or the rate of accumulation makes the control unsafe, ineffective, or unnecessary.

The City of Roseville has 123 centerline miles of roadway under its jurisdiction. The City also maintains 41 parking lots at various city facilities. Providing snow and ice control is a monumental task. Operators use 30,000-pound trucks with 14' snowplows to move tons of snow. The obstacles and hazards as seen by snowplow operators are parked cars, garbage cans, vehicles traveling too fast and close to the plow, and especially important, children sliding and building snow forts too close to streets. At any given time during the winter months, there can be equipment plowing or applying ice control material on streets or parking lots. The following is a guide explaining our purpose and operations for winter snow removal and ice control.

Goals

- ◆ Monitor in conjunction with the Police Department and Parks & Recreation Department, weather and road conditions 24 hours per day.
- ◆ Maintain streets and parking lots in a safe driving condition.
- ◆ Allow for emergency vehicle access during snow and ice events.
- ◆ To have streets and critical parking lots plowed full width within 10 hours after the snow has quit falling.
- ◆ Perform snow removal and ice control tasks in a timely manner.
- ◆ Perform all maintenance tasks equally and in the best interest of Roseville taxpayers.
- ◆ To communicate with residents on how they can work together with Public Works in keeping streets safe and clear of snow.
- ◆ To inform the Police department, City Administration, and residents of the progress of snow removal operations as conditions permit.

SNOW AND ICE CONTROL POLICY

Streets

The start of snow and/or ice control operations for any storm is dependent upon immediate and anticipated conditions. Because of the many weather variables encountered, maintenance requirements differ for each snow and ice event. General winter maintenance requirements have been established for different snow and ice events as follows:

- ◆ Freezing rain, sleet, black ice, and freeze/thaw. These types of events are based on changing weather conditions. The Street Maintenance Supervisor will determine the required ice control response based on current and forecasted conditions. The response may vary from 1 unit to full fleet applying ice control material.
- ◆ Snowfall of less than 2". General snow plowing may not be necessary and normal ice control procedures may be adequate to produce safe winter driving conditions. The Street Maintenance Supervisor may deem plowing necessary if a series of less than 2" snowfalls has caused a buildup of snow on City streets.
- ◆ Snowfall of 2" to 6". Typically, snow removal begins as soon as practical after snowfall has ended. Once continuous accumulation reaches 2", the City's parking ban on City streets takes effect (see City Ordinance 602.09). Depending on the timing of the snowfall event, every effort is made to provide motorists with safe winter driving conditions prior to critical time periods. The most critical time periods are weekday morning and evening rush hours. The City will attempt to remove ice and snow from the City maintained collector and priority streets prior to rush hour periods. Normally, collector and priority streets are plowed first. Once the collector and priority areas are plowed and opened, the remaining streets in the residential, commercial, and industrial areas will be plowed and ice control applied.
- ◆ Snowfall greater than 6". Each plow route has a system of collector, priority, and secondary streets that link neighborhoods, major arterials, and facilities such as schools, health care facilities, etc. Depending upon the duration of any snowfall event, it may be necessary to continually clear priority streets in order to assure public safety. Once snowfall has ceased, priority streets within each route will be cleared before snow removal begins on secondary streets. Ice control measures will follow once streets are plowed full width.

Each year the Public Works Department Street Maintenance Division reviews and makes changes as deemed necessary to a map (Exhibit A) showing the city maintained street system and snow plow routes. Equipment is assigned to each route based on availability and the effort required for the control of snow and ice. The routes will be periodically revised to correspond with the budgetary, equipment, and personnel resources available. Within each route, the collector and priority streets are defined along with streets and highways within the city limits that are maintained by other government agencies. Streets and highways within the community that are maintained by Ramsey County and the Minnesota Department of Transportation will be maintained under the county and state maintenance policies.

Snow and ice removal operations will be conducted only when weather conditions do not endanger the safety of employees or equipment and operations are effective. Under

severe conditions, limited visibility, or where weather patterns suggest additional ice and snow, streets may not be plowed “full width” and plowing in some areas may be delayed. Factors that may delay snow and ice control operations may include severe cold, significant winds, limited visibility, and rapid accumulation of snow.

Parking Lots

General winter maintenance requirements for parking lots have been established for different snow and ice events as follows:

- ◆ Freezing rain, sleet, black ice, and freeze thaw. These types of events are based on changing weather conditions. Critical parking lots will have ice control material applied as soon as practical as determined by the Street Maintenance Supervisor or Park Maintenance Supervisor. The remainder of winter use parking lots will be monitored for safe conditions and ice control application after all streets and critical lots have been completed.
- ◆ Snowfall of less than 2”. Plowing may not be necessary and ice control procedures may be adequate to produce safe winter conditions. The Street Maintenance Supervisor and Park Supervisor will determine if snow depth or drifting will require plowing of parking lots.
- ◆ Snowfall greater than 2”. Snow removal on critical parking lots will begin as soon as practical after snowfall has ended. These lots will be plowed simultaneously or immediately after street plowing is completed. All other winter use parking lots will be plowed as equipment and personnel become available after emergency plowing is completed. During extremely heavy snow events, critical parking lots maybe plowed before snowfall has ended to allow for emergency vehicle access and city business to be conducted.
- ◆ Each year the Public Works Department Street Maintenance Division and the Parks & Recreation Department Maintenance Division will review and make changes to a map showing city parking lots (Exhibit F), their priority level (critical or winter use) and department of responsibility.

EQUIPMENT

The City will acquire, maintain, repair, and replace equipment on a timely basis, as the City’s established budget will allow. To provide for utilization of equipment in a cost-effective manner, the City may use city trucks, motor graders, front-end loaders, and other regular equipment as may be useful for control of snow and ice.

DISPATCHING EQUIPMENT

The start of snow and ice control operations for any storm is dependent upon immediate and anticipated conditions. The Street Maintenance Supervisor or his designee will determine the dispatching of equipment. Plowing and/or sanding operations may occur during a regular work shift 7:00 a.m. to 3:30 p.m. or on an emergency call-out basis.

HOW SNOW WILL BE PLOWED FROM COLLECTOR, PRIORITY, AND RESIDENTIAL STREETS

The City is divided into 11 plow routes and 2 cul-de-sac routes (Exhibit A). Snow will be plowed in a manner so as to minimize traffic obstructions. The center of the street will be plowed first. The snow will then be pushed from left to right with discharge going onto the boulevard area of the right-of-way. The street is cleared curb to curb. The Street Maintenance Division will not be responsible for plowing snow from any sidewalk

and/or driveway except under unusual circumstances. Putting snow on City streets from private property is in violation of Minn. Stat. 160.2715, Right-Of-Way Use Misdemeanors.

In cul-de-sacs, 1-ton trucks will try to minimize snow windrows in driveways and push the majority of the snow onto the boulevard.

SNOW STORAGE

Ongoing snow and ice control efforts require the use of City owned right-of-ways and easements for storage of plowed snow. The right-of-way generally extends 10' to 16' behind the curb. Depending upon volume of snow, storage within the right-of-way could create sight obstructions at intersections. Intersection conditions will be reviewed case by case and resolved by appropriate methods.

Where space does not allow for snow to be piled outside the driving lanes, the City will remove the snow by hauling. Timing of such hauling will be at the discretion of the Public Works Superintendent, Street Maintenance Supervisor, or their designee.

ICE CONTROL

The City of Roseville does not guarantee that streets or parking lots will be free of snow and ice after plowing. Bare, dry pavement should not be expected and may not be continuous on City streets throughout the winter months. The City attempts to maintain adequate traction for the motoring public.

Planning for a winter storm is difficult. The differences in rate of rain, sleet, snowfall, moisture content, temperature, time of day, and wind make each storm unique. Melting conditions may also require some level of ice control.

Ice control operations may consist of as few as a single truck applying material on isolated areas to the full fleet applying material citywide during a major ice control event. See Exhibit E for typical ice control routes.

In order to remain cost effective, the Street Division will provide ice control measures at intersections of collector streets, priority streets, residential streets, hills, and curves. Ice control material will also be applied as deemed necessary on residential streets and at the beginning of cul-de-sacs. A variety of ice control products are available and City staff is continually monitoring the effectiveness, environmental impact, and cost of each. The Public Works Superintendent and Street Maintenance Supervisor will determine the appropriate combination of chemicals and sand to effectively control ice in the given weather conditions. Effect on the environment is of the highest priority in selection of ice control products.

The City cannot be responsible for damage to grass or driveways caused by the ice control products and will not make repairs or compensate residents for ice control products damage to turf or driveways.

PARKING ON CITY STREETS

Providing quality snow removal on City streets requires the street to be free of vehicles or other obstacles. Parking on City streets is not allowed after a continuous 2" accumulation of snow for up to 48 hours or until the street is plowed full width, see City Ordinance

PLOWING AND/OR SANDING OF PRIVATE PROPERTY

Unless there is direct benefit to the City operations or unless emergency vehicles need access, there will be no plowing or ice control of private property with City equipment.

MAILBOXES

In those instances in which the U. S. Postal Service does not provide door-to-door delivery, it is necessary for property owners to install mailboxes on the city right-of-way immediately adjacent to the street curb. While the installation of mailboxes on City owned right-of-way is permitted, the mailbox owner assumes all risk of damage except where a mailbox is damaged through **direct contact** by snow removal vehicles. If the mailbox is damaged due to **direct contact** by a snow removal vehicle, the City at its option will repair or replace the mailbox. The City will replace with a standard metal mailbox and a 4' x 4' treated post. The City will reimburse up to \$40 provided the owner has contacted the Public Works Superintendent or Street Maintenance Supervisor within 72 hours for verification and authorization. The property owner will be required to submit an itemized statement of materials. Newspaper boxes installed under mailboxes do not allow for snow equipment to pass under and can cause an **indirect** hit to the mailbox. See Exhibit B for City and postal mailbox standards.

A property owner assumes all risks and responsibilities for replacement of mailboxes and supports that are constructed of materials such as, but not limited to, brick and mortar, stone aggregate, ornamental railings, or antique type support.

If a mailbox is damaged due to **indirect contact**, including the force of snow generated by the snow removal vehicle, the City assumes no responsibility. It is necessary for homeowners in this climate to use materials and construct mailboxes that will withstand the force of a snow windrow off the end of a snowplow.

MAIL DELIVERY

The snowplow operators make every effort to remove snow as close to the curb line as practical to provide access to mailboxes for the postal department. It is not possible to provide perfect conditions and minimize damage to mailboxes with the size of equipment the City operates. The final cleaning adjacent to mailboxes is the responsibility of each resident.

LANDSCAPING

Landscaping, including nursery and inanimate materials that are installed by a property owner or encroach on City right-of-way and are allowed by City ordinance will be the responsibility of the owner and the owner will assume all risk. Damage to trees, shrubbery, and other landscaping will not be considered for compensation. The City cannot control drift or discharge of snow from a snowplow or snow blower.

The City will assume no responsibility for damages incurred as the result of snow removal and ice control activities. The City at its option will repair by reseeding or replacing sod that is removed as the result of plowing activities. The City at its option may replace, trim, or remove landscaping including shrubbery, trees, and inanimate objects, which are hazardous to snow removal.

LAWN SPRINKLING, LIGHTING SYSTEMS, AND PERSONAL PROPERTY

The City will assume no responsibility for damage to above the ground or underground lawn sprinkling systems, exterior lighting systems, and similar landscaping installed in City owned right-of-way. The City will assume no responsibility for personal property that is being stored on the City right-of-way.

DRIVEWAYS

One of the most frequent and irritable problems in removal of snow from public streets is the snow deposited in driveways during plowing operations. Snow being accumulated on the plow blade has no place to go but in the driveway. The amount of snow deposited in the driveways may be significant but is unavoidable due to the nature of snow removal. The depth of snow in any given driveway is proportional to the depth of the given snowfall. The City will not clean driveways based on financial restraints and available personnel.

RESPONSIBILITY

Streets:

The Public Works Superintendent and Street Maintenance Supervisor with assistance from the police department will monitor the street conditions to determine the timing and the number of crews necessary to clear the City maintained public street system.

The Public Works Superintendent, Street Maintenance Supervisor, or in their absence the designated representative, has the responsibility of determining plow routes and sequencing of operations in accordance with the priorities as established in Exhibit A. The Street Maintenance Supervisor or his designee will retain the latitude to adjust sequencing or route assignments based on storm conditions, equipment availability, and/or other conditions warranting changes.

Parking Lots:

The Street Maintenance Division along with the Parks Maintenance Division will monitor conditions in parking lots to determine timing and equipment and staff necessary to provide snow and ice control in city parking lots.

The Street Maintenance Division is responsible for snow and ice control in all parking lots within the City Center Campus, including the City Hall lots, Fire Station #1 lots, maintenance garage lots, and Ice Skating Center lots.

The Parks Maintenance Division is responsible for snow and ice control on all other city parking lots. As in other areas of maintenance, divisions assist each other as available and necessary to carry out snow and ice control operations.

STAFFING

As snow and ice control on city streets and critical parking lots is considered emergency in nature, all maintenance divisions, including streets, utilities, and park maintenance staff will be called upon to ensure all necessary equipment is utilized for each snow and ice event as determined by the Public Works Superintendent or Street Maintenance Supervisor.

COMPLAINTS AND REQUESTS FOR FURTHER SERVICE

Complaints and requests for further services regarding snow and ice control or damage will be taken during normal working hours and handled in accordance with City procedures. Complaint and requests for further services should be directed to Public Works Street Department. Complaints and request for further services will be handled on a priority basis. Response time should not exceed 24 hours after snow has ceased unless conditions or operations prevent the Superintendent or Supervisor to respond. Emergency requests for service should be directed to the Public Works Department at 651-792-7004 during regular business hours or after hours to the Roseville Police Department at 651-767-0640 where on-call staff will be notified to respond. It should be understood that responses are to ensure that the provisions of the policy have been fulfilled and that all residents have been treated uniformly.

REVIEW OF POLICY

The City will keep on file comments and complaints received regarding this policy. This policy will be reviewed annually. The review will consider comments received since the last review.

EXHIBITS

- Exhibit A: Large citywide map with plow routes
- Exhibit B: City and postal installation requirements for mailboxes
- Exhibit C: Snowplow visibility diagram
- Exhibit D: Roadway clearing diagram
- Exhibit E: Map of Ice Control routes, 2-6 routes
- Exhibit F: Map of City Parking lots

CITY OF ROSEVILLE

STREETS AND PARKING LOT

SNOW AND ICE CONTROL POLICY FOR STREETS AND PARKING

LOTS

Adopted by Roseville City Council on xxx

Revised on xxxx

I. PURPOSE

The purpose of this policy is to establish and maintain uniform definitions and procedures concerning snow and ice control operations at the City of Roseville.

II. GOAL

It is the goal of the City of Roseville Public Works Department to maintain safe City roadways during the snow and ice season in order to ensure delivery of emergency services and to provide access to the motoring public.

- a. Perform snow removal and ice control tasks in a timely manner and perform all maintenance tasks equally and in the best interest of Roseville taxpayers.
- b. To have streets and critical parking lots plowed full width within 10 hours after the snow has quit falling for snow events greater than two inches.
- c. The City will provide such control in a safe and cost-effective manner, keeping in mind safety, budget, personnel, and environmental concerns.

III. PROCEDURE

Responsibility for directing and coordinating snow and ice control operations is assigned to the Street Maintenance Division of the Public Works Department. Snow and ice control ~~will have~~ is a top priority in the Public Works Department and is considered an emergency in nature. The City will use in-house public works staff including streets, utility and central garage divisions, and/or private contractors when necessary, to provide this service.

- a. Dispatching Operations
 - i. The start of snow and ice control operations for any storm is dependent upon immediate and anticipated conditions. The Street Superintendent or his/her designee will determine the dispatching of staff/equipment. Plowing and/or ice control operations may occur during a regular work shift (7:00 a.m. to 3:30 p.m.) or on an emergency call-out basis.
- b. Streets Maintenance Operations
 - i. Route Prioritization
 1. The City is divided into various plow routes (Exhibit A). Each route has priority main routes that are cleared first.
 2. Snow will be plowed in a manner so as to minimize traffic obstructions. The center of the street will be plowed first. The snow will then be pushed from left to right with discharge going onto the boulevard area of the right-of-way until the street is cleared curb--to--curb.
 3. In cul-de-sacs, snow is plowed to try and minimize snow windrows in driveways by pushing the majority of the snow onto open areas in the boulevard.
 - ii. Snow Event Type
 1. Freezing rain, sleet, black ice, and freeze/thaw. These types of events are based on changing weather conditions. The Street Superintendent will determine the required ice control response based on current and forecasted conditions.
 2. Snowfall of less than 2". General snow plowing may not be necessary and normal ice control procedures may be adequate to produce safe winter driving conditions. The Street Superintendent may deem plowing necessary if a series of less than 2" snowfalls has caused a buildup of snow on cCity streets.

3. Snowfall of 2" to 6". Typically, snow removal begins as soon as practical after snowfall has ended. The City will attempt to remove ice and snow from the City--maintained priority main routes prior to rush hour periods. Normally, priority main routes are plowed first. Once the priority main routes are plowed and opened, the remaining streets will be plowed and ice control applied.
4. Snowfall greater than 6". Depending upon the duration of any snowfall event, it may be necessary to continually clear priority main routes in order to assure public safety. Once snowfall has ceased, priority main routes within each route will be cleared before snow removal begins on remaining streets. Ice control measures will follow once streets are plowed full width.

iii. Snow storage

1. Ongoing snow and ice control efforts require the use of City--owned rights-of-way and easements for storage of plowed snow. The right-of-way generally extends 10' to 16' behind the curb. Depending upon volume of snow, storage within the right-of-way could create sight obstructions at intersections. Intersection conditions will be reviewed case by case and resolved by appropriate methods.
2. Where space does not allow for snow to be piled outside the driving lanes, the City will remove the snow by hauling, as time permits.

iv. Ice Control

1. The City of Roseville does not guarantee that streets or parking lots will be free of snow and ice after plowing. Bare, dry pavement should not be expected and may not be continuous on cCity streets throughout the winter months. The City attempts to maintain adequate traction for the motoring public.
2. In order to remain cost effective, the City will provide ice control measures at intersections of streets, hills, and curves. Ice control material will also be applied as deemed necessary on residential streets and at the beginning of cul-de-sacs. The Street Superintendent will determine the appropriate combination of chemicals and/or sand to effectively control ice in the given weather conditions. Effect on the environment is of the highest priority in selection of ice control products.

c. Parking Lots

i. Department

1. Public Works and Parks Maintenance Divisions are responsible for snow and ice control on Ceity parking lots. Exhibit D shows the current responsibility for each Ceity parking lot by Department.
2. As in other areas of maintenance, Departments assist each other as available and necessary to carry out snow and ice control operations.

ii. Snow Event Type

1. Freezing rain, sleet, black ice, and freeze thaw. These types of events are based on changing weather conditions. Critical parking lots will have ice control material applied as soon as practical as determined by the Streets Superintendent or Parks Maintenance Superintendent. The remainder of winter use parking lots will be monitored for safe conditions and ice control application after all streets and critical lots have been completed.
2. Snowfall of less than 2". Plowing may not be necessary and ice control procedures may be adequate to produce safe winter conditions. The Street Maintenance Superintendent and Park Superintendent will determine if snow depth or drifting will require plowing of parking lots.
3. Snowfall greater than 2". Snow removal on critical parking lots will begin as soon as practical after snowfall has ended. These lots will be plowed simultaneously or immediately after street plowing is completed. All other winter use parking lots will be plowed as equipment and personnel become available after emergency plowing is completed. During extremely heavy snow events, critical parking lots may be plowed before snowfall has ended to allow for emergency vehicle access and Ceity business to be conducted.

4. Each year, the Public Works Department Street Maintenance Division and the Parks & Recreation Department Maintenance Division will review and make changes to a map showing Ceity parking lots (Exhibit F), their priority level (critical or winter use), and department of responsibility.

d. Annual Review

- i. Each year the Public Works Street Maintenance Division reviews and makes changes as deemed necessary to snow and ice control maps -(Exhibit B) showing the Ceity--maintained street system and snow plow routes. Equipment is assigned to each route based on availability and the effort required for the control of snow and ice. The routes will be periodically revised to correspond with the budgetary, equipment, and personnel resources available. Within each route, priority main routes are defined along with streets and highways within the city limits that are maintained by other government agencies. Streets and highways within the community that are maintained by Ramsey County and the Minnesota Department of Transportation will be maintained under the county and state maintenance policies.

e. Safety

- i. Snow and ice removal operations will be conducted only when weather conditions do not endanger the safety of employees and/or equipment and operations are effective. Under severe conditions, limited visibility, or where weather patterns suggest additional ice and snow, streets may not be plowed “full width” and plowing in some areas may be delayed. Factors that may delay snow and ice control operations may include severe cold, significant winds, limited visibility, and rapid accumulation of snow.
 1. The City has classified cCeity streets based on the street function, traffic volume, and importance to the welfare of the community. Accordingly, snow and ice control routing is designed to provide the maximum possible coverage to higher volume safety--sensitive areas first, defined as priority main routes. During periods of extended continuous snowfall or freezing rain, operations may be performed on a limited scale and focused on priority main routes.
- ii. For safety reasons, no operator shall work more than a fourteen14-hour shift in any twenty-four24-hour period.
- iii. The Superintendent or designee may deviate from this work schedule when, in his or her judgment, it is in the best interest of the Ceity or is necessary because of budget needs, weather conditions or other circumstances.

f. Communication

- i. Public works staff will to-communicate planned snow operations to all departments in the Ceity and to the public.
- ii. Public works staff will work with Communications staff to notify the public through various methods when snow operations are ongoing, specifically when snowfalls amounts are great than 2two inches and parking regulations are in effect.

IV. ROADSIDE CONSIDERATIONS

Snowplowing operations inherently deposit snow off the traveled portion of the public right--of--way onto the adjacent boulevard and drainage easement areas. The City will not be responsible for damage to any objects/amenities (fences, landscaping, irrigation, etc.) located in these publicly dedicated areas.

- a. Receptacle containers. Garbage, Recycling or other containers awaiting pick-up should be set back three to five feet behind the curb line.
- b. Mailboxes. Snowplow operators make every effort to remove snow as close to the curb line as practical and to provide access to mailboxes for the pPostal carrier. However, it is not possible to provide perfect conditions and minimize damage to mailboxes with the size and type of equipment the City operates. Therefore, the final cleaning adjacent to mailboxes is the responsibility of each resident.
 - i. While the installation of mailboxes on City--owned right-of-way is permitted, the mailbox owner assumes all risk of damage except where a mailbox is damaged through direct contact by snow removal vehicles. If the mailbox is damaged due to direct contact by a snow removal vehicle, the

City, at its ~~option~~discretion, will repair or replace the mailbox. The City will replace with a standard metal mailbox and a 4' x 4' treated post. ~~Alternatively, t~~The City ~~will~~may reimburse up to \$40, provided the ~~property~~ owner has contacted the Public Works Superintendent or Street Maintenance Superintendent within 72 hours ~~of the damage~~ for verification and authorization. The property owner will be required to submit an itemized statement of materials. Newspaper boxes installed under mailboxes do not allow for snow equipment to pass under and can cause an indirect hit to the mailbox. See Exhibit E for City and postal mailbox standards.

ii. If a mailbox is damaged due to indirect contact, including the force of snow generated by the snow removal vehicle, the City assumes no responsibility. It is necessary for homeowners in this climate to use materials and construct mailboxes that will withstand the force of a snow windrow off the end of a snowplow.

iii. A property owner assumes all risks and responsibilities for replacement of mailboxes and supports that are constructed of materials such as, but not limited to, brick and mortar, stone aggregate, ornamental railings, or antique type support.

c. Private Accesses

i. Most of the mainline plowing vehicles are equipped with a front plow and side wing for two-pass plowing of most residential streets. Plows are angled to the right for plowing from the centerline of the street toward the outside edge of the street. A certain amount of snow will be deposited into driveways and private roadways abutting curb lines. The City will not remove snow from driveway entrances regardless of whether it has been cleared of snow before the City vehicle arrives. The City does not plow or perform ice control on any private streets, accesses or driveways for any reason.

d. Some sidewalks and trails are plowed by the City. Refer to the most current "Snow Plowing Pathway Policy" which can be found on the ~~Ce~~ity website.

e. Landscaping

i. The City will repair turf damage only on boulevards which was the direct result of plowing beyond the back of the curb. Turf repair will consist of placing black dirt and seed. No repairs to damaged turf will be made by the City after June 1. All other damage within the public rights-of-way or drainage easements or to items installed in these areas without a City permit is the property owner's responsibility (i.e., shrubs, bushes, rocks, trees, irrigation systems, lighting systems, driveways, fences, other personal property, etc.).

ii. The City cannot be responsible for damage to grass or driveways caused by ~~the~~ice control products and will not make repairs or compensate residents for ~~ice control products~~ damage to turf or driveways ~~from ice control products~~.

V. PARKING REGULATIONS, CITY CODES AND STATE LAWS

To help provide a safer and more efficient snow removal operation, the City Council has established parking regulations:-

a. Parking on ~~c~~City streets is not allowed after a continuous 2" accumulation of snow for up to 48 hours or until the street is plowed full width, see City Ordinance 602.07.

i. Exceptions to these rules are Pilot Parking areas as shown in Exhibit F. In these areas the signage shall take precedent on parking restrictions.

b. ~~Placing of~~Placing snow in the street or plowing across the street is prohibited by State law and City code. Snow placed in the street or on sidewalks and trails compounds maintenance problems and creates hazards for others.

BACKGROUND

The Twin Cities metropolitan area averages 49" of snow per season. We have approximately a trace or more of snow on the average of 74 times each season and 1" or more an average of 9 times. Snowfalls of 3" and up occur about 4 times and 6" or more of snowfall an average of 1 time per season.

The City of Roseville annually budgets funds for the removal of snow and ice from the city maintained street system and city parking lots. Reasonable snow and ice control is necessary for routine travel and emergency

~~services. The City will provide such control in a safe and cost effective manner, keeping in mind safety, budget, personnel, and environmental concerns.~~

~~Responsibility for directing and coordinating snow and ice control operations is assigned to the Street Maintenance Division of the Public Works Department. Snow and ice control will have top priority in the Public Works Department and is considered emergency in nature. The City will use in-house staff, equipment, and/or private contractors when necessary to provide this service. Snow and ice control may be suspended at any time the Public Works Superintendent, Street Maintenance Supervisor, or their designee determines that rising or falling temperature, visibility, and/or the rate of accumulation makes the control unsafe, ineffective, or unnecessary.~~

~~The City of Roseville has 123 centerline miles of roadway under its jurisdiction. The City also maintains 41 parking lots at various city facilities. Providing snow and ice control is a monumental task. Operators use 30,000-pound trucks with 14' snowplows to move tons of snow. The obstacles and hazards as seen by snowplow operators are parked cars, garbage cans, vehicles traveling too fast and close to the plow, and especially important, children sliding and building snow forts too close to streets. At any given time during the winter months, there can be equipment plowing or applying ice control material on streets or parking lots. The following is a guide explaining our purpose and operations for winter snow removal and ice control.~~

Goals

- ~~◆ Monitor in conjunction with the Police Department and Parks & Recreation Department, weather and road conditions 24 hours per day.~~
- ~~◆ Maintain streets and parking lots in a safe driving condition.~~
- ~~◆ Allow for emergency vehicle access during snow and ice events.~~
- ~~◆ To have streets and critical parking lots plowed full width within 10 hours after the snow has quit falling.~~
- ~~◆ Perform snow removal and ice control tasks in a timely manner.~~
- ~~◆ Perform all maintenance tasks equally and in the best interest of Roseville taxpayers.~~
- ~~◆ To communicate with residents on how they can work together with Public Works in keeping streets safe and clear of snow.~~
- ~~◆ To inform the Police department, City Administration, and residents of the progress of snow removal operations as conditions permit.~~

VI. COMPLAINTS AND REQUEST FOR SERVICE

SNOW AND ICE CONTROL POLICY

Streets

~~The start of snow and/or ice control operations for any storm is dependent upon immediate and anticipated conditions. Because of the many weather variables encountered, maintenance requirements differ for each snow and ice event. General winter maintenance requirements have been established for different snow and ice events as follows:~~

- ~~◆ Freezing rain, sleet, black ice, and freeze/thaw. These types of events are based on changing weather conditions. The Street Maintenance Supervisor will determine the required ice control response based on current and forecasted conditions. The response may vary from 1 unit to full fleet applying ice control material.~~
- ~~◆ Snowfall of less than 2". General snow plowing may not be necessary and normal ice control procedures may be adequate to produce safe winter driving conditions. The Street Maintenance Supervisor may deem plowing necessary if a series of less than 2" snowfalls has caused a buildup of snow on City streets.~~
- ~~◆ Snowfall of 2" to 6". Typically, snow removal begins as soon as practical after snowfall has ended. Once continuous accumulation reaches 2", the City's parking ban on City streets takes effect (see City Ordinance 602.09). Depending on the timing of the snowfall event, every effort is made to provide motorists~~

with safe winter driving conditions prior to critical time periods. The most critical time periods are weekday morning and evening rush hours. The City will attempt to remove ice and snow from the City maintained collector and priority streets prior to rush hour periods. Normally, collector and priority streets are plowed first. Once the collector and priority areas are plowed and opened, the remaining streets in the residential, commercial, and industrial areas will be plowed and ice control applied.

◆—— Snowfall greater than 6". Each plow route has a system of collector, priority, and secondary streets that link neighborhoods, major arterials, and facilities such as schools, health care facilities, etc. Depending upon the duration of any snowfall event, it may be necessary to continually clear priority streets in order to assure public safety. Once snowfall has ceased, priority streets within each route will be cleared before snow removal begins on secondary streets. Ice control measures will follow once streets are plowed full width.

Each year the Public Works Department Street Maintenance Division reviews and makes changes as deemed necessary to a map (Exhibit A) showing the city maintained street system and snow plow routes. Equipment is assigned to each route based on availability and the effort required for the control of snow and ice. The routes will be periodically revised to correspond with the budgetary, equipment, and personnel resources available. Within each route, the collector and priority streets are defined along with streets and highways within the city limits that are maintained by other government agencies. Streets and highways within the community that are maintained by Ramsey County and the Minnesota Department of Transportation will be maintained under the county and state maintenance policies.

Snow and ice removal operations will be conducted only when weather conditions do not endanger the safety of employees or equipment and operations are effective. Under severe conditions, limited visibility, or where weather patterns suggest additional ice and snow, streets may not be plowed "full width" and plowing in some areas may be delayed. Factors that may delay snow and ice control operations may include severe cold, significant winds, limited visibility, and rapid accumulation of snow.

Parking Lots

General winter maintenance requirements for parking lots have been established for different snow and ice events as follows:

◆—— Freezing rain, sleet, black ice, and freeze thaw. These types of events are based on changing weather conditions. Critical parking lots will have ice control material applied as soon as practical as determined by the Street Maintenance Supervisor or Park Maintenance Supervisor. The remainder of winter use parking lots will be monitored for safe conditions and ice control application after all streets and critical lots have been completed.

◆—— Snowfall of less than 2". Plowing may not be necessary and ice control procedures may be adequate to produce safe winter conditions. The Street Maintenance Supervisor and Park Supervisor will determine if snow depth or drifting will require plowing of parking lots.

◆—— Snowfall greater than 2". Snow removal on critical parking lots will begin as soon as practical after snowfall has ended. These lots will be plowed simultaneously or immediately after street plowing is completed. All other winter use parking lots will be plowed as equipment and personnel become available after emergency plowing is completed. During extremely heavy snow events, critical parking lots may be plowed before snowfall has ended to allow for emergency vehicle access and city business to be conducted.

◆—— Each year the Public Works Department Street Maintenance Division and the Parks & Recreation Department Maintenance Division will review and make changes to a map showing city parking lots (Exhibit F), their priority level (critical or winter use) and department of responsibility.

EQUIPMENT

The City will acquire, maintain, repair, and replace equipment on a timely basis, as the City's established budget will allow. To provide for utilization of equipment in a cost effective manner, the City may use city

trucks, motor graders, front-end loaders, and other regular equipment as may be useful for control of snow and ice.

~~DISPATCHING EQUIPMENT~~

The start of snow and ice control operations for any storm is dependent upon immediate and anticipated conditions. The Street Maintenance Supervisor or his designee will determine the dispatching of equipment. Plowing and/or sanding operations may occur during a regular work shift 7:00 a.m. to 3:30 p.m. or on an emergency call-out basis.

~~HOW SNOW WILL BE PLOWED FROM COLLECTOR, PRIORITY, AND RESIDENTIAL STREETS~~

The City is divided into 11 plow routes and 2 cul-de-sac routes (Exhibit A). Snow will be plowed in a manner so as to minimize traffic obstructions. The center of the street will be plowed first. The snow will then be pushed from left to right with discharge going onto the boulevard area of the right-of-way. The street is cleared curb to curb. The Street Maintenance Division will not be responsible for plowing snow from any sidewalk and/or driveway except under unusual circumstances. Putting snow on City streets from private property is in violation of Minn. Stat. 160.2715, Right-Of-Way Use Misdemeanors.

In cul-de-sacs, 1-ton trucks will try to minimize snow windrows in driveways and push the majority of the snow onto the boulevard.

~~SNOW STORAGE~~

Ongoing snow and ice control efforts require the use of City owned right-of-ways and easements for storage of plowed snow. The right-of-way generally extends 10' to 16' behind the curb. Depending upon volume of snow, storage within the right-of-way could create sight obstructions at intersections. Intersection conditions will be reviewed case by case and resolved by appropriate methods.

Where space does not allow for snow to be piled outside the driving lanes, the City will remove the snow by hauling. Timing of such hauling will be at the discretion of the Public Works Superintendent, Street Maintenance Supervisor, or their designee.

~~ICE CONTROL~~

The City of Roseville does not guarantee that streets or parking lots will be free of snow and ice after plowing. Bare, dry pavement should not be expected and may not be continuous on City streets throughout the winter months. The City attempts to maintain adequate traction for the motoring public.

Planning for a winter storm is difficult. The differences in rate of rain, sleet, snowfall, moisture content, temperature, time of day, and wind make each storm unique. Melting conditions may also require some level of ice control.

Ice control operations may consist of as few as a single truck applying material on isolated areas to the full fleet applying material citywide during a major ice control event. See Exhibit E for typical ice control routes.

In order to remain cost effective, the Street Division will provide ice control measures at intersections of collector streets, priority streets, residential streets, hills, and curves. Ice control material will also be applied as deemed necessary on residential streets and at the beginning of cul-de-sacs. A variety of ice control products are available and City staff is continually monitoring the effectiveness, environmental impact, and cost of each. The Public Works Superintendent and Street Maintenance Supervisor will determine the appropriate combination of chemicals and sand to effectively control ice in the given weather conditions. Effect on the environment is of the highest priority in selection of ice control products.

~~The City cannot be responsible for damage to grass or driveways caused by the ice control products and will not make repairs or compensate residents for ice control products damage to turf or driveways.~~

~~PARKING ON CITY STREETS~~

~~Providing quality snow removal on City streets requires the street to be free of vehicles or other obstacles. Parking on City streets is not allowed after a continuous 2" accumulation of snow for up to 48 hours or until the street is plowed full width, see City Ordinance 602.09.~~

~~PLOWING AND/OR SANDING OF PRIVATE PROPERTY~~

~~Unless there is direct benefit to the City operations or unless emergency vehicles need access, there will be no plowing or ice control of private property with City equipment.~~

~~MAILBOXES~~

~~In those instances in which the U. S. Postal Service does not provide door to door delivery, it is necessary for property owners to install mailboxes on the city right of way immediately adjacent to the street curb. While the installation of mailboxes on City owned right of way is permitted, the mailbox owner assumes all risk of damage except where a mailbox is damaged through direct contact by snow removal vehicles. If the mailbox is damaged due to direct contact by a snow removal vehicle, the City at its option will repair or replace the mailbox. The City will replace with a standard metal mailbox and a 4' x 4' treated post. The City will reimburse up to \$40 provided the owner has contacted the Public Works Superintendent or Street Maintenance Supervisor within 72 hours for verification and authorization. The property owner will be required to submit an itemized statement of materials. Newspaper boxes installed under mailboxes do not allow for snow equipment to pass under and can cause an indirect hit to the mailbox. See Exhibit B for City and postal mailbox standards.~~

~~A property owner assumes all risks and responsibilities for replacement of mailboxes and supports that are constructed of materials such as, but not limited to, brick and mortar, stone aggregate, ornamental railings, or antique type support.~~

~~If a mailbox is damaged due to indirect contact, including the force of snow generated by the snow removal vehicle, the City assumes no responsibility. It is necessary for homeowners in this climate to use materials and construct mailboxes that will withstand the force of a snow windrow off the end of a snowplow.~~

~~MAIL DELIVERY~~

~~The snowplow operators make every effort to remove snow as close to the curb line as practical to provide access to mailboxes for the postal department. It is not possible to provide perfect conditions and minimize damage to mailboxes with the size of equipment the City operates. The final cleaning adjacent to mailboxes is the responsibility of each resident.~~

~~LANDSCAPING~~

~~Landscaping, including nursery and inanimate materials that are installed by a property owner or encroach on City right of way and are allowed by City ordinance will be the responsibility of the owner and the owner will assume all risk. Damage to trees, shrubbery, and other landscaping will not be considered for compensation. The City cannot control drift or discharge of snow from a snowplow or snow blower.~~

~~The City will assume no responsibility for damages incurred as the result of snow removal and ice control activities. The City at its option will repair by reseeding or replacing sod that is removed as the result of plowing activities. The City at its option may replace, trim, or remove landscaping including shrubbery, trees, and inanimate objects, which are hazardous to snow removal.~~

~~LAWN SPRINKLING, LIGHTING SYSTEMS, AND PERSONAL PROPERTY~~

~~The City will assume no responsibility for damage to above the ground or underground lawn sprinkling systems, exterior lighting systems, and similar landscaping installed in City owned right-of-way. The City will assume no responsibility for personal property that is being stored on the City right-of-way.~~

~~DRIVEWAYS~~

~~One of the most frequent and irritable problems in removal of snow from public streets is the snow deposited in driveways during plowing operations. Snow being accumulated on the plow blade has no place to go but in the driveway. The amount of snow deposited in the driveways may be significant but is unavoidable due to the nature of snow removal. The depth of snow in any given driveway is proportional to the depth of the given snowfall. The City will not clean driveways based on financial restraints and available personnel.~~

~~RESPONSIBILITY~~

~~Streets:~~

~~The Public Works Superintendent and Street Maintenance Supervisor with assistance from the police department will monitor the street conditions to determine the timing and the number of crews necessary to clear the City maintained public street system.~~

~~The Public Works Superintendent, Street Maintenance Supervisor, or in their absence the designated representative, has the responsibility of determining plow routes and sequencing of operations in accordance with the priorities as established in Exhibit A. The Street Maintenance Supervisor or his designee will retain the latitude to adjust sequencing or route assignments based on storm conditions, equipment availability, and/or other conditions warranting changes.~~

~~Parking Lots:~~

~~The Street Maintenance Division along with the Parks Maintenance Division will monitor conditions in parking lots to determine timing and equipment and staff necessary to provide snow and ice control in city parking lots.~~

~~The Street Maintenance Division is responsible for snow and ice control in all parking lots within the City Center Campus, including the City Hall lots, Fire Station #1 lots, maintenance garage lots, and Ice Skating Center lots.~~

~~The Parks Maintenance Division is responsible for snow and ice control on all other city parking lots. As in other areas of maintenance, divisions assist each other as available and necessary to carry out snow and ice control operations.~~

~~STAFFING~~

~~As snow and ice control on city streets and critical parking lots is considered emergency in nature, all maintenance divisions, including streets, utilities, and park maintenance staff will be called upon to ensure all necessary equipment is utilized for each snow and ice event as determined by the Public Works Superintendent or Street Maintenance Supervisor.~~

~~COMPLAINTS AND REQUESTS FOR FURTHER SERVICE~~

Complaints and requests for further services regarding snow and ice control or damage will be taken during normal working hours and handled in accordance with City procedures. Complaints and requests for further services should be directed to the Public Works Street Department and. Complaints and request for further services will be handled on a priority basis. Response time should not exceed 24 hours after snow has ceased unless conditions or operations prevent staff the Superintendent or Supervisor from responding to respond. Emergency requests for service should be directed to the Public Works Department at 651-792-7004 during regular business hours or after hours to the Roseville Police Department Ramsey County Dispatch at 651-767-0640 where on-call staff will be notified to respond. It should be understood that responses are to ensure that the provisions of the policy have been fulfilled and that all residents have been treated uniformly.

VII. REVIEW OF POLICY

REVIEW OF POLICY

The City will keep on file comments and complaints received regarding this policy. This policy will be reviewed annually. The review will consider comments received since the last review.

VIII. EXHIBITS

EXHIBITS

Exhibit A: ~~Large e~~Citywide map with plow routes

~~Exhibit B: Ice Control Map~~

~~Exhibit C: Anti-Icing Map~~

~~Exhibit D: City Parking Lot Plow Map~~

~~Exhibit BE: City and postal installation requirements for mailboxes~~Mailbox Installation Standard Plate

~~Exhibit C: Snowplow visibility diagram~~

~~Exhibit D: Roadway clearing diagram~~

~~Exhibit E: Map of Ice Control routes, 2-6 routes~~

~~Exhibit F: Map of City Parking lots~~

~~Exhibit F: Pilot Parking Areas~~

CITY OF ROSEVILLE

SNOW AND ICE CONTROL POLICY FOR STREETS AND PARKING LOTS

Adopted by Roseville City Council on xxx
Revised on xxxx

I. PURPOSE

The purpose of this policy is to establish and maintain uniform definitions and procedures concerning snow and ice control operations at the City of Roseville.

II. GOAL

It is the goal of the City of Roseville Public Works Department to maintain safe City roadways during the snow and ice season in order to ensure delivery of emergency services and to provide access to the motoring public.

- a. Perform snow removal and ice control tasks in a timely manner and perform all maintenance tasks equally and in the best interest of Roseville taxpayers.
- b. To have streets and critical parking lots plowed full width within 10 hours after the snow has quit falling for snow events greater than two inches.
- c. The City will provide such control in a safe and cost-effective manner, keeping in mind safety, budget, personnel, and environmental concerns.

III. PROCEDURE

Responsibility for directing and coordinating snow and ice control operations is assigned to the Street Maintenance Division of the Public Works Department. Snow and ice control is a top priority in the Public Works Department and is considered an emergency in nature. The City will use in-house public works staff including streets, utility and central garage divisions, and/or private contractors when necessary, to provide this service.

- a. Dispatching Operations
 - i. The start of snow and ice control operations for any storm is dependent upon immediate and anticipated conditions. The Street Superintendent or his/her designee will determine the dispatching of staff/equipment. Plowing and/or ice control operations may occur during a regular work shift (7:00 a.m. to 3:30 p.m.) or on an emergency call-out basis.
- b. Streets Maintenance Operations
 - i. Route Prioritization
 1. The City is divided into various plow routes (Exhibit A). Each route has priority main routes that are cleared first.
 2. Snow will be plowed in a manner so as to minimize traffic obstructions. The center of the street will be plowed first. The snow will then be pushed from left to right with discharge going onto the boulevard area of the right-of-way until the street is cleared curb-to-curb.
 3. In cul-de-sacs, snow is plowed to try and minimize snow windrows in driveways by pushing the majority of the snow onto open areas in the boulevard.
 - ii. Snow Event Type
 1. Freezing rain, sleet, black ice, and freeze/thaw. These types of events are based on changing weather conditions. The Street Superintendent will determine the required ice control response based on current and forecasted conditions.
 2. Snowfall of less than 2". General snow plowing may not be necessary and normal ice control procedures may be adequate to produce safe winter driving conditions. The Street Superintendent may deem plowing necessary if a series of less than 2" snowfalls has caused a buildup of snow on city streets.
 3. Snowfall of 2" to 6". Typically, snow removal begins as soon as practical after snowfall has ended. The City will attempt to remove ice and snow from the City-maintained priority main

routes prior to rush hour periods. Normally, priority main routes are plowed first. Once the priority main routes are plowed and opened, the remaining streets will be plowed and ice control applied.

4. Snowfall greater than 6". Depending upon the duration of any snowfall event, it may be necessary to continually clear priority main routes in order to assure public safety. Once snowfall has ceased, priority main routes within each route will be cleared before snow removal begins on remaining streets. Ice control measures will follow once streets are plowed full width.

iii. Snow storage

1. Ongoing snow and ice control efforts require the use of City-owned rights-of-way and easements for storage of plowed snow. The right-of-way generally extends 10' to 16' behind the curb. Depending upon volume of snow, storage within the right-of-way could create sight obstructions at intersections. Intersection conditions will be reviewed case by case and resolved by appropriate methods.
2. Where space does not allow for snow to be piled outside the driving lanes, the City will remove the snow by hauling, as time permits.

iv. Ice Control

1. The City of Roseville does not guarantee that streets or parking lots will be free of snow and ice after plowing. Bare, dry pavement should not be expected and may not be continuous on city streets throughout the winter months. The City attempts to maintain adequate traction for the motoring public.
2. In order to remain cost effective, the City will provide ice control measures at intersections of streets, hills, and curves. Ice control material will also be applied as deemed necessary on residential streets and at the beginning of cul-de-sacs. The Street Superintendent will determine the appropriate combination of chemicals and/or sand to effectively control ice in the given weather conditions. Effect on the environment is of the highest priority in selection of ice control products.

c. Parking Lots

i. Department

1. Public Works and Parks Maintenance Divisions are responsible for snow and ice control on City parking lots. Exhibit D shows the current responsibility for each City parking lot by Department.
2. As in other areas of maintenance, Departments assist each other as available and necessary to carry out snow and ice control operations.

ii. Snow Event Type

1. Freezing rain, sleet, black ice, and freeze thaw. These types of events are based on changing weather conditions. Critical parking lots will have ice control material applied as soon as practical as determined by the Streets Superintendent or Parks Maintenance Superintendent. The remainder of winter use parking lots will be monitored for safe conditions and ice control application after all streets and critical lots have been completed.
2. Snowfall of less than 2". Plowing may not be necessary and ice control procedures may be adequate to produce safe winter conditions. The Street Maintenance Superintendent and Park Superintendent will determine if snow depth or drifting will require plowing of parking lots.
3. Snowfall greater than 2". Snow removal on critical parking lots will begin as soon as practical after snowfall has ended. These lots will be plowed simultaneously or immediately after street plowing is completed. All other winter use parking lots will be plowed as equipment and personnel become available after emergency plowing is completed. During extremely heavy snow events, critical parking lots may be plowed before snowfall has ended to allow for emergency vehicle access and City business to be conducted.
4. Each year, the Public Works Department Street Maintenance Division and the Parks & Recreation Department Maintenance Division will review and make changes to a map showing

City parking lots (Exhibit F), their priority level (critical or winter use), and department of responsibility.

d. Annual Review

- i. Each year the Public Works Street Maintenance Division reviews and makes changes as deemed necessary to snow and ice control maps (Exhibits A & B & C) showing the City-maintained street system and snow plow routes. Equipment is assigned to each route based on availability and the effort required for the control of snow and ice. The routes will be periodically revised to correspond with the budgetary, equipment, and personnel resources available. Within each route, priority main routes are defined along with streets and highways within the city limits that are maintained by other government agencies. Streets and highways within the community that are maintained by Ramsey County and the Minnesota Department of Transportation will be maintained under the county and state maintenance policies.

e. Safety

- i. Snow and ice removal operations will be conducted only when weather conditions do not endanger the safety of employees and/or equipment and operations are effective. Under severe conditions, limited visibility, or where weather patterns suggest additional ice and snow, streets may not be plowed “full width” and plowing in some areas may be delayed. Factors that may delay snow and ice control operations may include severe cold, significant winds, limited visibility, and rapid accumulation of snow.
 1. The City has classified city streets based on the street function, traffic volume, and importance to the welfare of the community. Accordingly, snow and ice control routing is designed to provide the maximum possible coverage to higher volume safety-sensitive areas first, defined as priority main routes. During periods of extended continuous snowfall or freezing rain, operations may be performed on a limited scale and focused on priority main routes.
- ii. For safety reasons, no operator shall work more than a 14-hour shift in any 24-hour period.
- iii. The Superintendent or designee may deviate from this work schedule when, in his or her judgment, it is in the best interest of the City or is necessary because of budget needs, weather conditions or other circumstances.

f. Communication

- i. Public works staff will communicate planned snow operations to all departments in the City and to the public.
- ii. Public works staff will work with Communications staff to notify the public through various methods when snow operations are ongoing, specifically when snowfalls amounts are great than two inches and parking regulations are in effect.

IV. ROADSIDE CONSIDERATIONS

Snowplowing operations inherently deposit snow off the traveled portion of the public right-of-way onto the adjacent boulevard and drainage easement areas. The City will not be responsible for damage to any objects/amenities (fences, landscaping, irrigation, etc.) located in these publicly dedicated areas.

- a. Receptacle containers. Garbage, Recycling or other containers awaiting pick-up should be set back three to five feet behind the curb line.
- b. Mailboxes. Snowplow operators make every effort to remove snow as close to the curb line as practical and to provide access to mailboxes for the postal carrier. However, it is not possible to provide perfect conditions and minimize damage to mailboxes with the size and type of equipment the City operates. Therefore, the final cleaning adjacent to mailboxes is the responsibility of each resident.
 - i. While the installation of mailboxes on City-owned right-of-way is permitted, the mailbox owner assumes all risk of damage except where a mailbox is damaged through direct contact by snow removal vehicles. If the mailbox is damaged due to **direct** contact by a snow removal vehicle, the City, at its discretion, will repair or replace the mailbox. The City will replace with a standard metal mailbox and a 4' x 4' treated post. Alternatively, the City may reimburse up to \$40, provided the property owner has contacted the Public Works Superintendent or Street Maintenance

Superintendent within 72 hours of the damage for verification and authorization. The property owner will be required to submit an itemized statement of materials. Newspaper boxes installed under mailboxes do not allow for snow equipment to pass under and can cause an indirect hit to the mailbox. See Exhibit E for City and postal mailbox standards.

- ii. If a mailbox is damaged due to indirect contact, including the force of snow generated by the snow removal vehicle, the City assumes no responsibility. It is necessary for homeowners in this climate to use materials and construct mailboxes that will withstand the force of a snow windrow off the end of a snowplow.
 - iii. A property owner assumes all risks and responsibilities for replacement of mailboxes and supports that are constructed of materials such as, but not limited to, brick and mortar, stone aggregate, ornamental railings, or antique type support.
- c. Private Accesses
- i. Most of the mainline plowing vehicles are equipped with a front plow and side wing for two-pass plowing of most residential streets. Plows are angled to the right for plowing from the centerline of the street toward the outside edge of the street. A certain amount of snow will be deposited into driveways and private roadways abutting curb lines. The City will not remove snow from driveway entrances regardless of whether it has been cleared of snow before the City vehicle arrives. The City does not plow or perform ice control on any private streets, accesses or driveways for any reason.
- d. Some sidewalks and trails are plowed by the City. Refer to the most current “Snow Plowing Pathway Policy” which can be found on the City website.
- e. Landscaping
- i. The City will repair turf damage only on boulevards which was the direct result of plowing beyond the back of the curb. Turf repair will consist of placing black dirt and seed. No repairs to damaged turf will be made by the City after June 1. All other damage within the public rights-of-way or drainage easements or to items installed in these areas without a City permit is the property owner's responsibility (i.e., shrubs, bushes, rocks, trees, irrigation systems, lighting systems, driveways, fences, other personal property, etc.).
 - ii. The City cannot be responsible for damage to grass or driveways caused by ice control products and will not make repairs or compensate residents for damage to turf or driveways from ice control products.

V. PARKING REGULATIONS, CITY CODES AND STATE LAWS

To help provide a safer and more efficient snow removal operation, the City Council has established parking regulations:

- a. Parking on city streets is not allowed after a continuous 2” accumulation of snow for up to 48 hours or until the street is plowed full width, see City Ordinance 602.07.
 - i. Exceptions to these rules are Pilot Parking areas as shown in Exhibit F. In these areas the signage shall take precedent on parking restrictions.
- b. Placing snow in the street or plowing across the street is prohibited by State law and City code. Snow placed in the street or on sidewalks and trails compounds maintenance problems and creates hazards for others.

VI. COMPLAINTS AND REQUEST FOR SERVICE

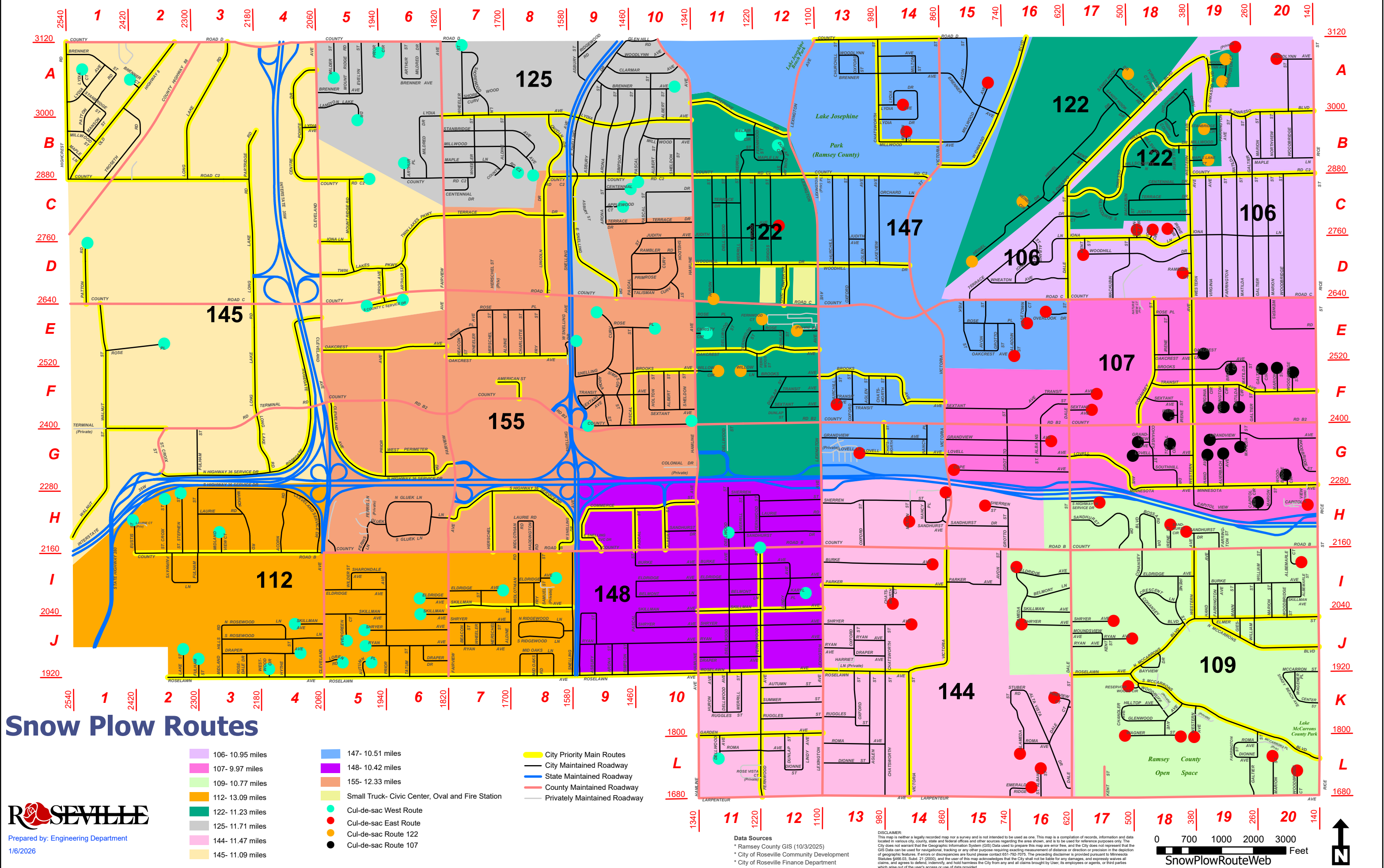
Complaints and requests for further services regarding snow and ice control or damage will be taken during normal working hours and handled in accordance with City procedures. Complaints and requests should be directed to the Public Works Department and will be handled on a priority basis. Response time should not exceed 24 hours after snow has ceased unless conditions or operations prevent staff from responding. Emergency requests for service should be directed to the Public Works Department at 651-792-7004 during regular business hours or after hours to the Ramsey County Dispatch at 651-767-0640 where on-call staff will be notified to respond.

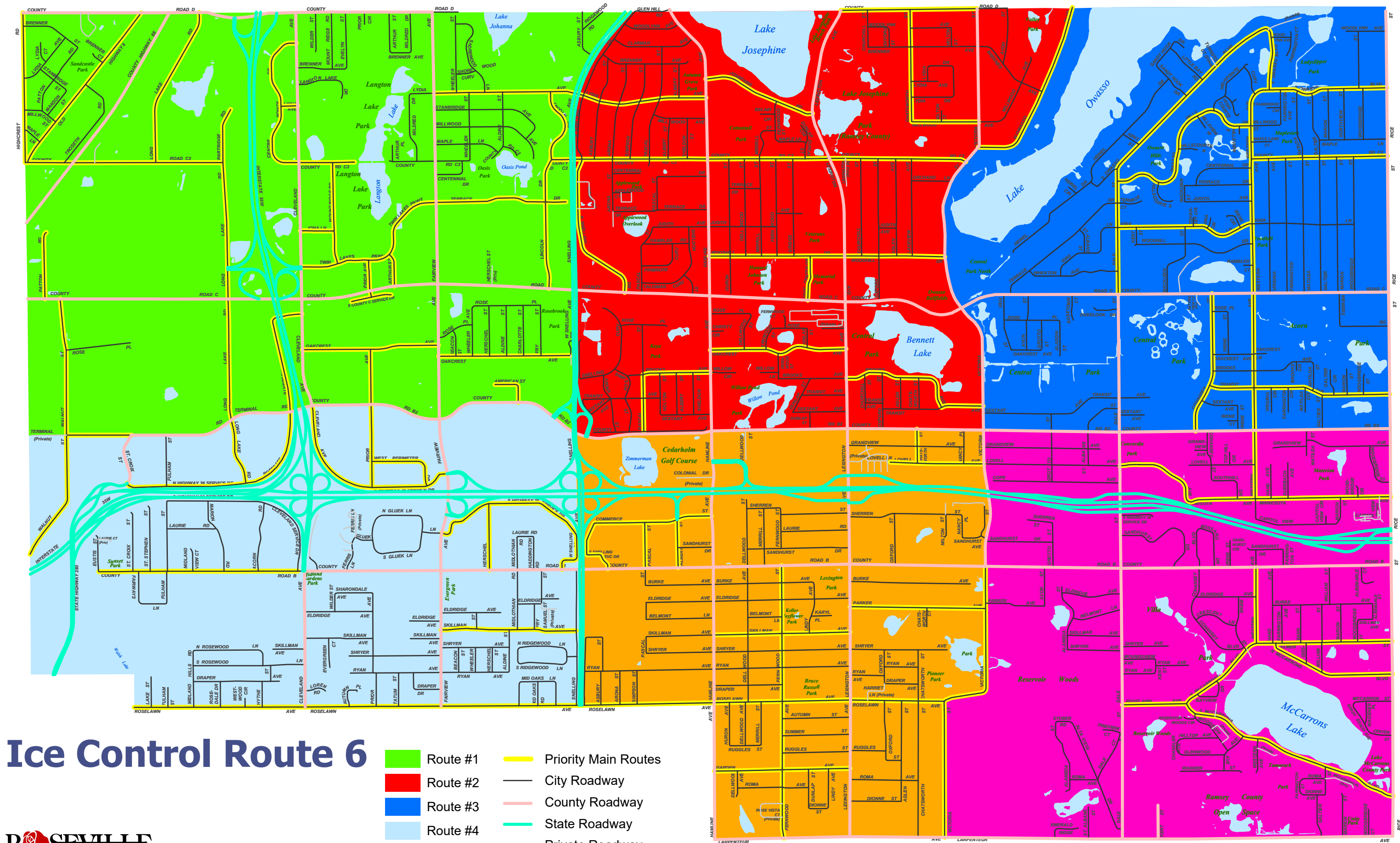
VII. REVIEW OF POLICY

The City will keep on file comments and complaints received regarding this policy. This policy will be reviewed annually. The review will consider comments received since the last review.

VIII. EXHIBITS

- Exhibit A: Citywide map with plow routes
- Exhibit B: Ice Control Map
- Exhibit C: Anti-Icing Map
- Exhibit D: City Parking Lot Plow Map
- Exhibit E: Mailbox Installation Standard Plate
- Exhibit F: Pilot Parking Areas





Ice Control Route 6

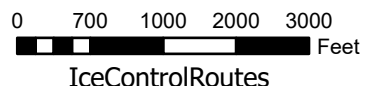


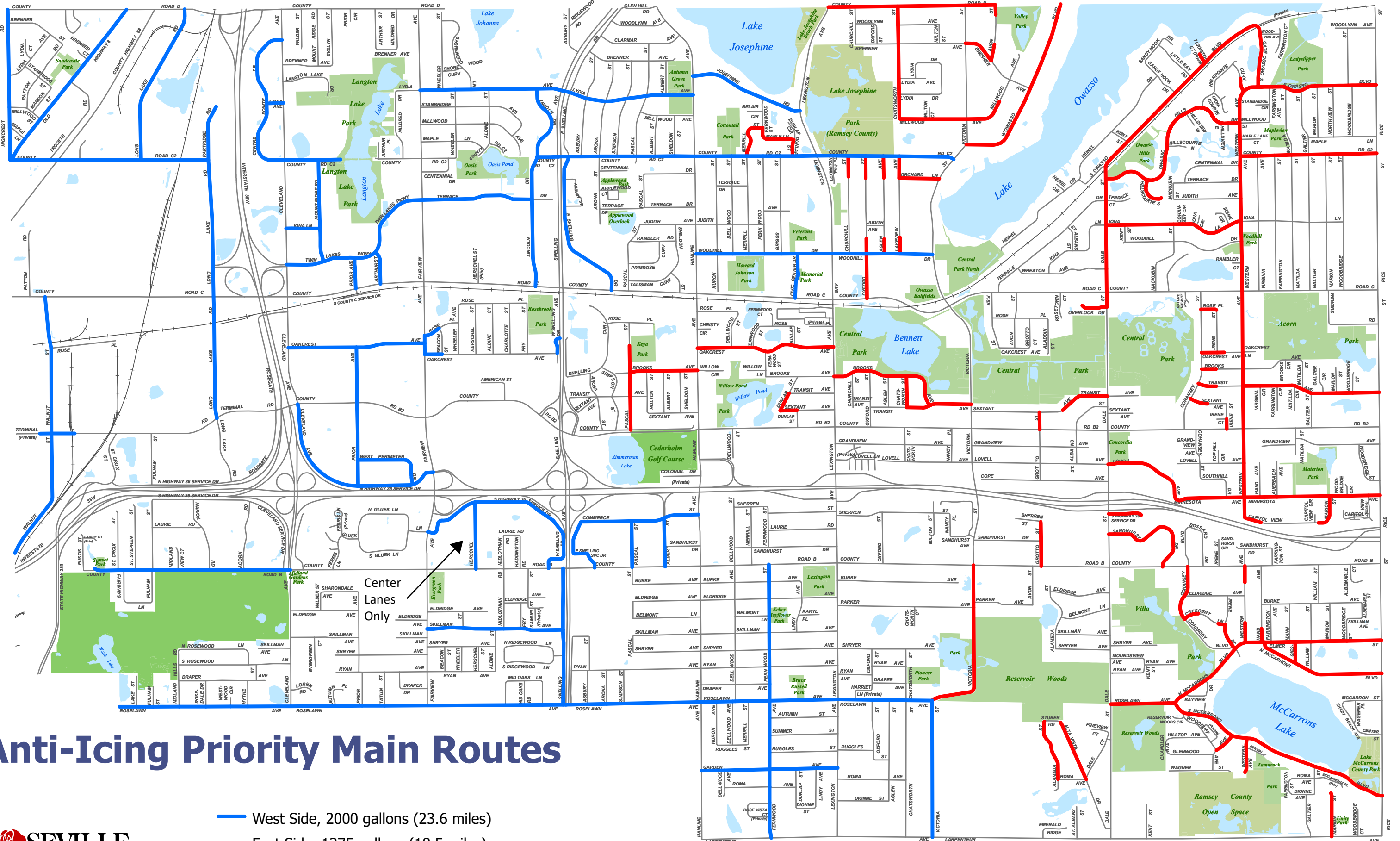
Prepared by: Engineering Department
1/6/2026

- Route #1
- Route #2
- Route #3
- Route #4
- Route #5
- Route #6
- Priority Main Routes
- City Roadway
- County Roadway
- State Roadway
- Private Roadway

Data Sources
* Ramsey County GIS (12/4/2025)
* City of Roseville Community Development
* City of Roseville Finance Department

DISCLAIMER:
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-702-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.





Anti-Icing Priority Main Routes

- West Side, 2000 gallons (23.6 miles)
- East Side, 1375 gallons (18.5 miles)



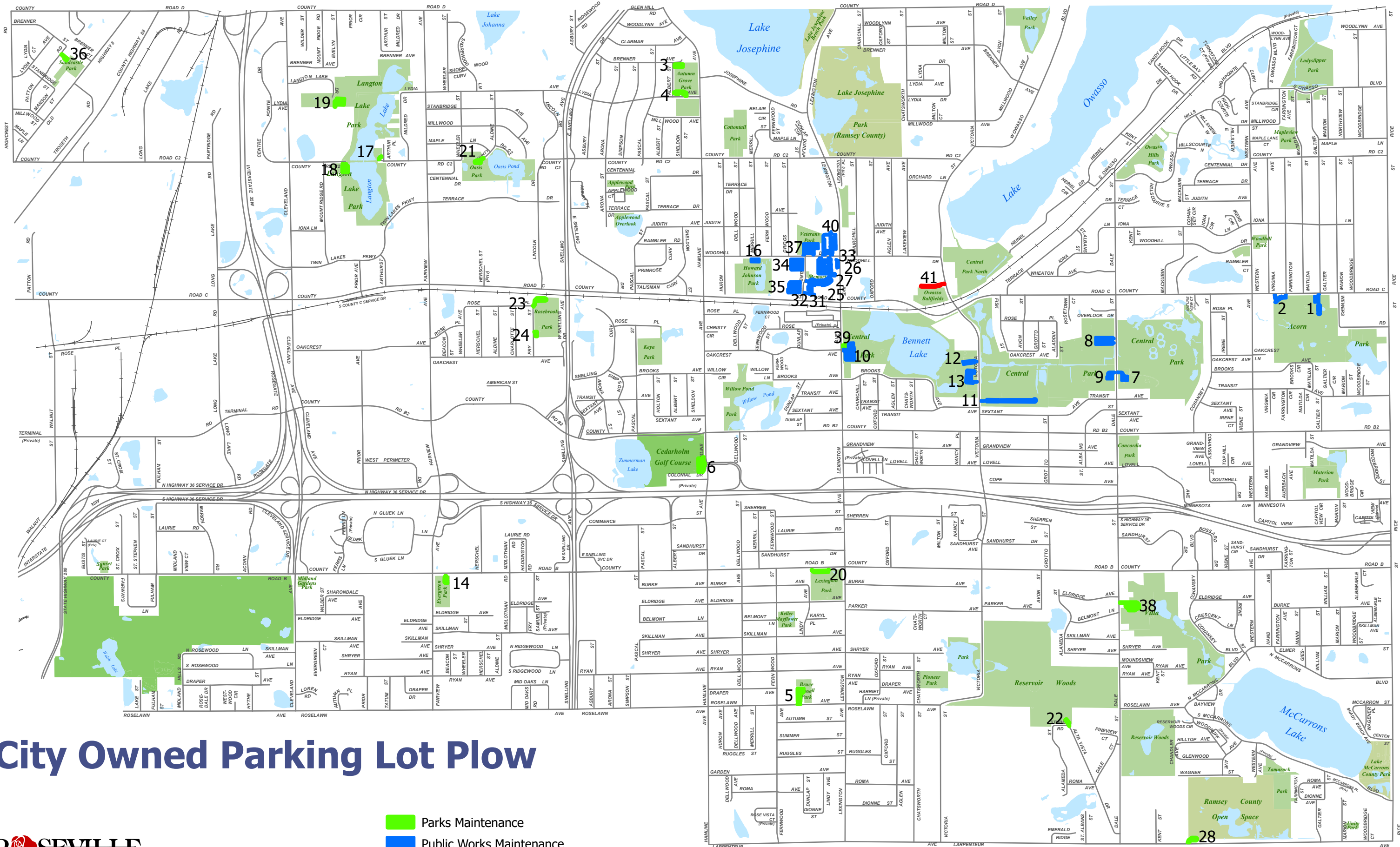
Prepared by: Engineering Department
1/5/2026

Data Sources
 * Ramsey County GIS (12/4/2025)
 * City of Roseville Community Development
 * City of Roseville Finance Department

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0 700 1000 2000 3000 Feet
 AntiIcingPriorityRoutesTwoTrucks





Prepared by: Engineering Department
1/22/2026

Data Sources
 * Ramsey County GIS (1/09/2026)
 * City of Roseville Community Development
 * City of Roseville Finance Department

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0 700 1000 2000 3000 Feet

ParkingLotPlow



Exhibit E

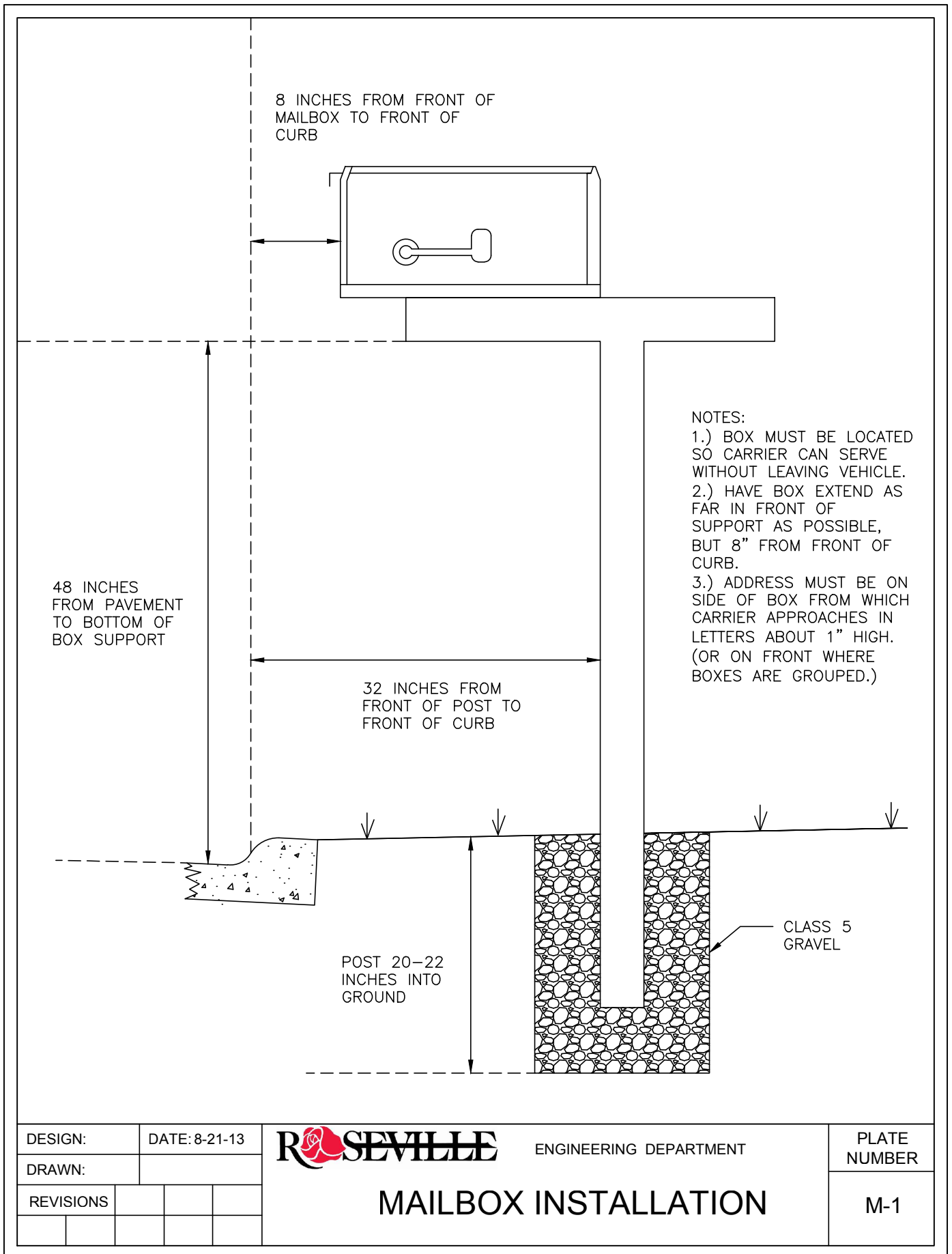
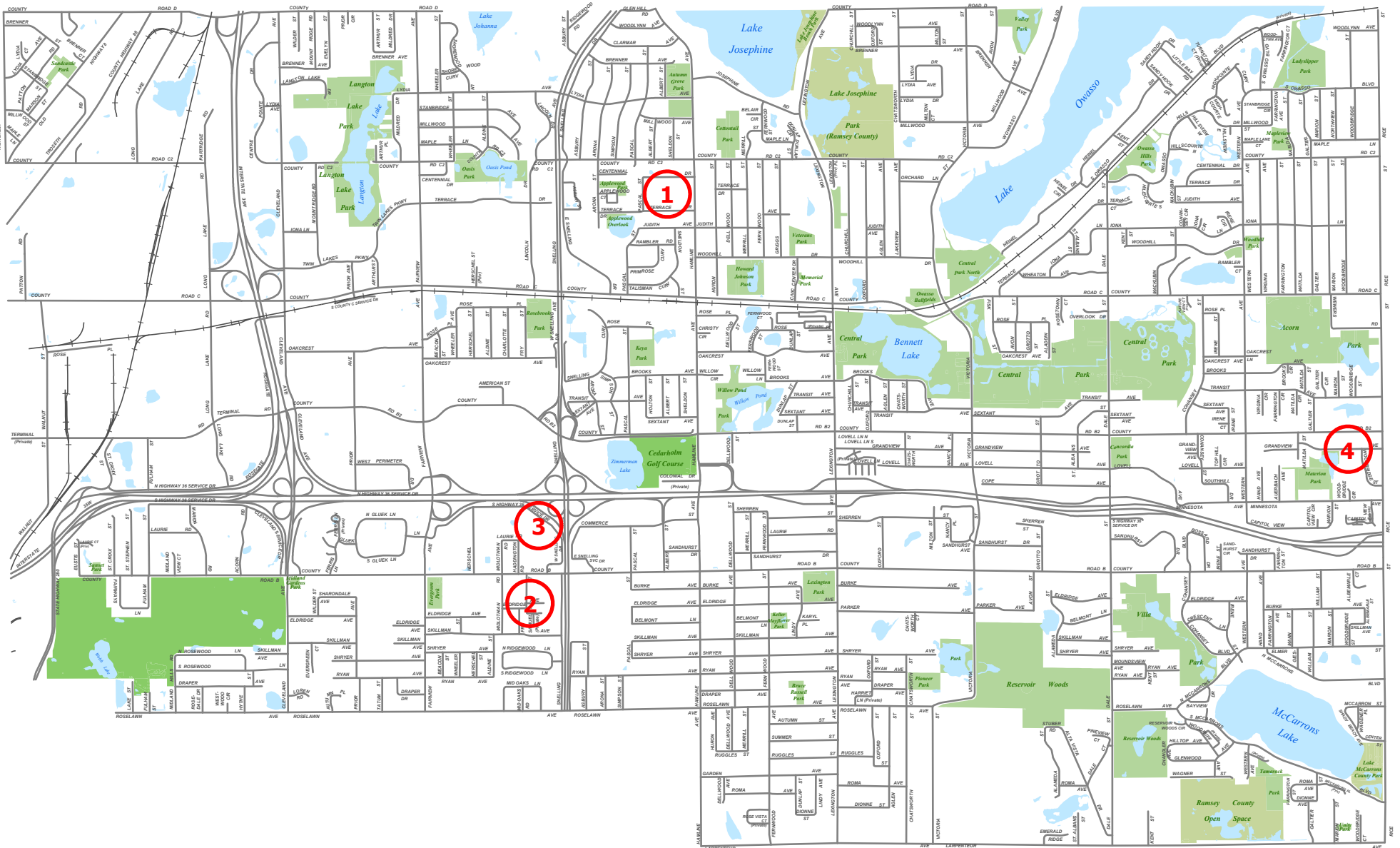


Exhibit F



Winter Parking Pilot Project Locations



Prepared by: Engineering Department
4/23/2025

1 Area Location

Data Sources

- * Ramsey County GIS (4/1/2025)
- * City of Roseville Community Development
- * City of Roseville Finance Department

DISCLAIMER
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for informational 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 navigation, tracking or any other purpose requiring exact measurement of distance or direction or precision in the depiction of geographic features. Errors or discrepancies are bound please contact 951-792-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §465.05, Subd. 2 (2003), and the User of this map acknowledges that the City assumes no liability for any damages, and expressly disavows all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by it, its employees or agents, or third parties which arise out of the user's access or use of this product.



Snow & Ice Control Policy

Public Works Department

Roseville City Council Meeting

March 2, 2026



Snow & Ice Control Policy

Background

- Last Updated in 2014
 - Applies to City Streets and Parking Lots
 - Does not apply to pathways
 - Parks Snow Plowing – Pathway Policy (#42) was also adopted in 2014
- Staff proposed to update since it has been 12 years since it was looked at thoroughly
- Overall, current policy works well
- Staff looked to simplify policy and make it easier to read and understand for both staff and the public



Snow & Ice Control Policy

Key Points in the Policy that will stay

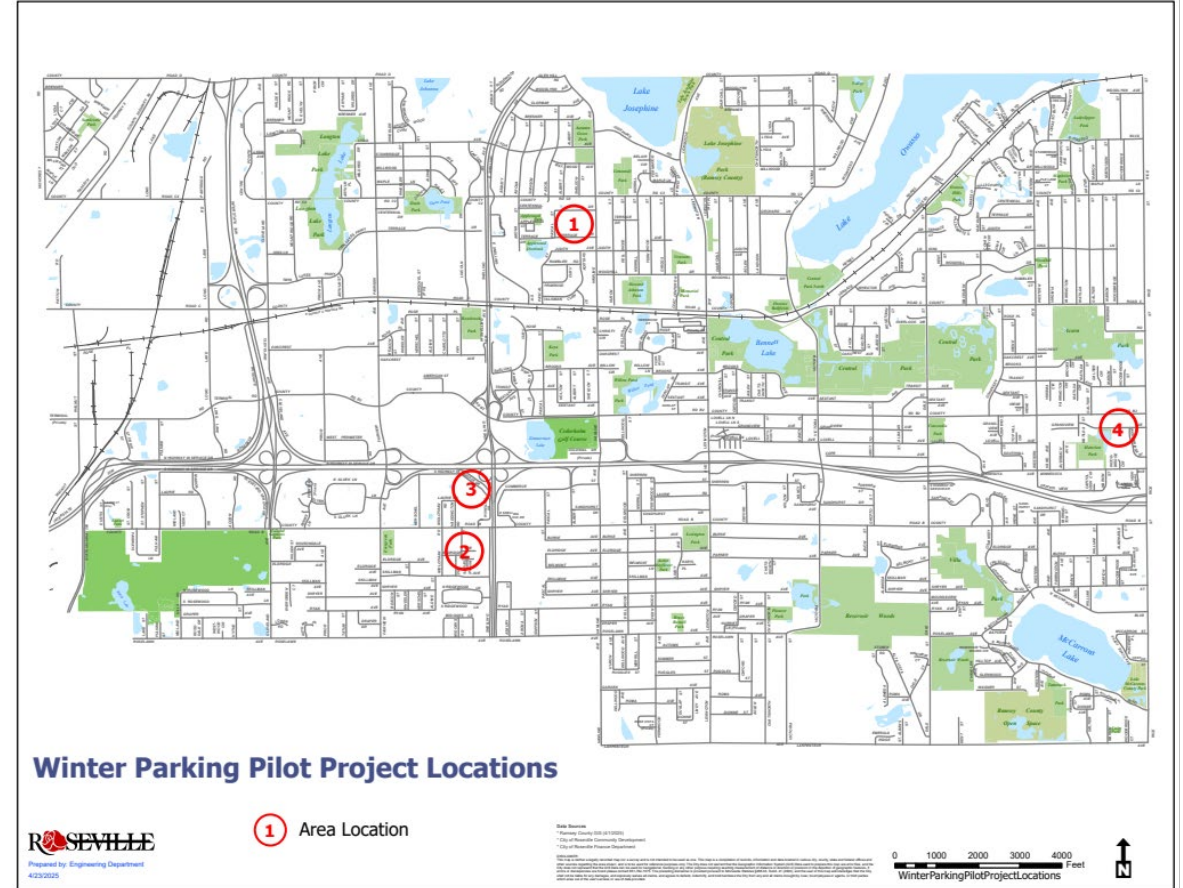
- Major Policy Key Points that will remain the same
 - To have streets and critical parking lots plowed full width within 10 hours after the snow has quit falling for snow events greater than two inches.
 - City begins plowing when 6" of snow has fallen.
 - Ice Control - the City does not have a bare pavement policy.
 - Bare, dry pavement should not be expected and may not be continuous on City streets throughout the winter months. The City attempts to maintain adequate traction for the motoring public.
 - Roadside considerations policy within the right-of-way such as trash receptacles, mailboxes, landscaping and irrigation remain unchanged.
 - Parking regulations remain unchanged for most areas other than the Snowplow Pilot Area.



Snow & Ice Control Policy

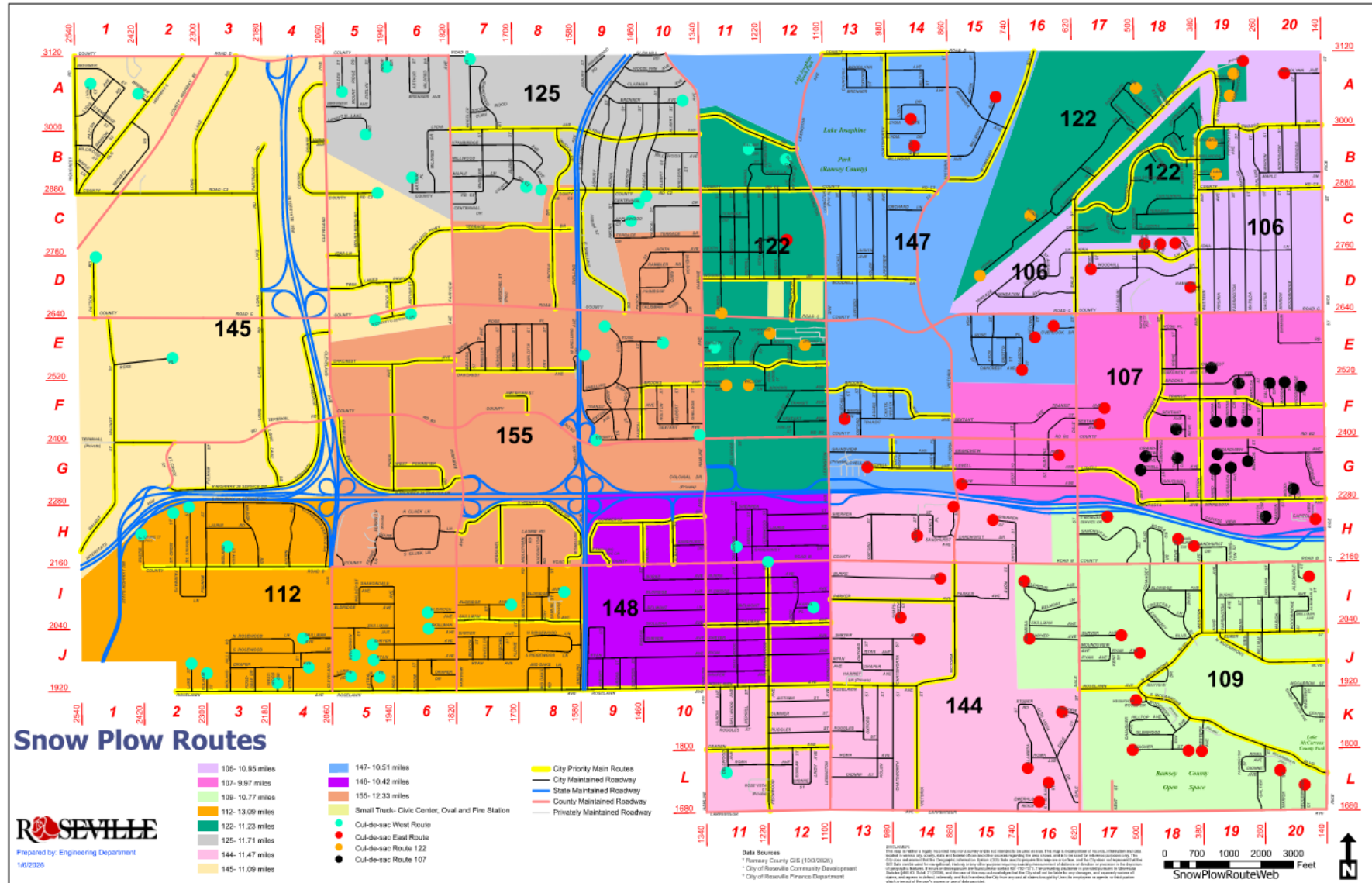
Key Proposed Changes to the Policy

- Proposed Changes to the Policy
 - Update to overall format
 - Simplification of policy and text
 - Reduced from 7 to 4 pages
 - Change the term “collector routes” to “priority main routes” since it is better understood by residents.
 - Added a limit on the maximum time plow drivers can work in a 24-hour day:
 - For safety reasons, no operator shall work more than a 14-hour shift in any 24-hour period.
 - Added Snowplow Pilot Area.
 - Update exhibit list.



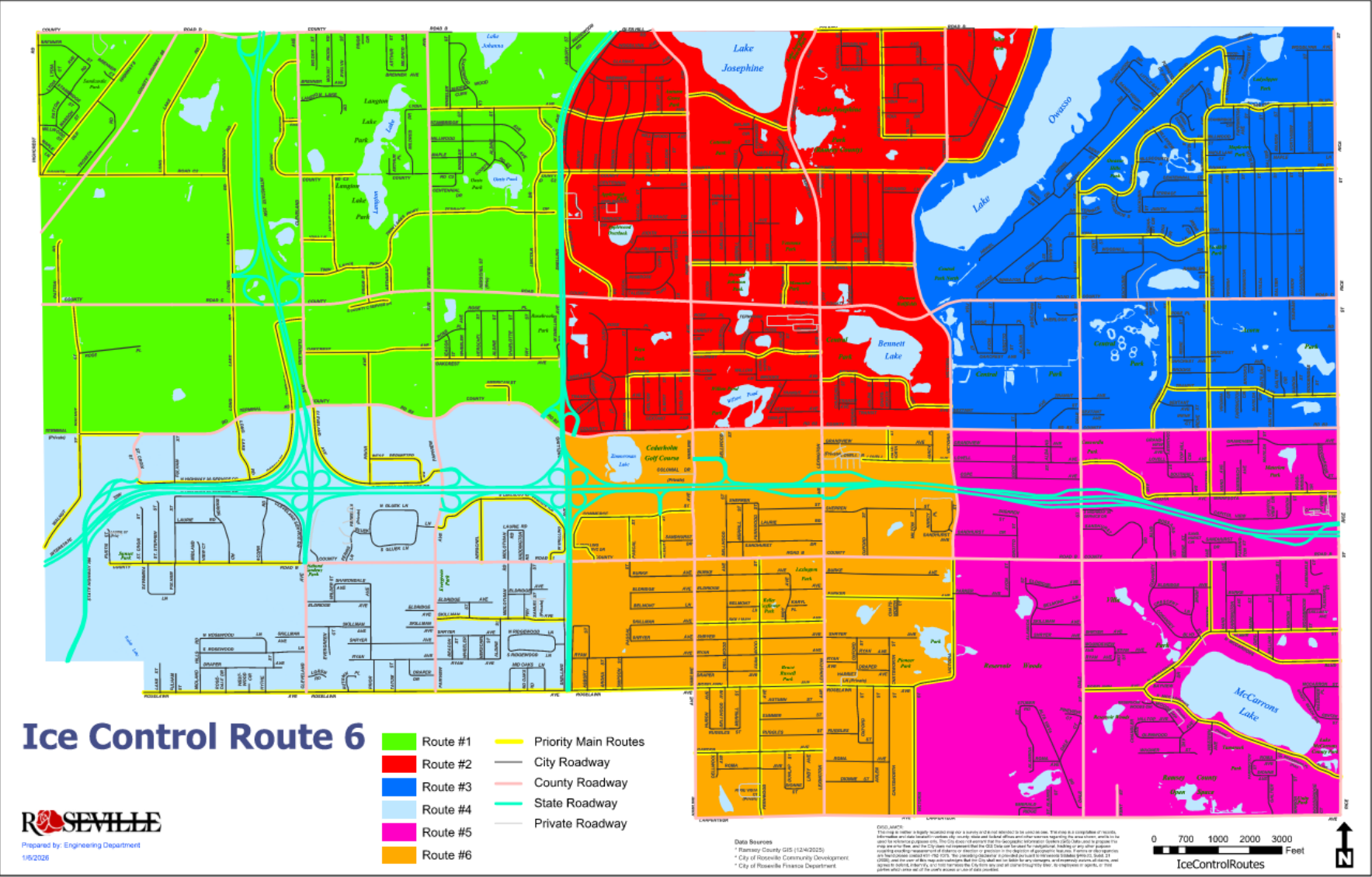
Snow & Ice Control Policy

Exhibit A



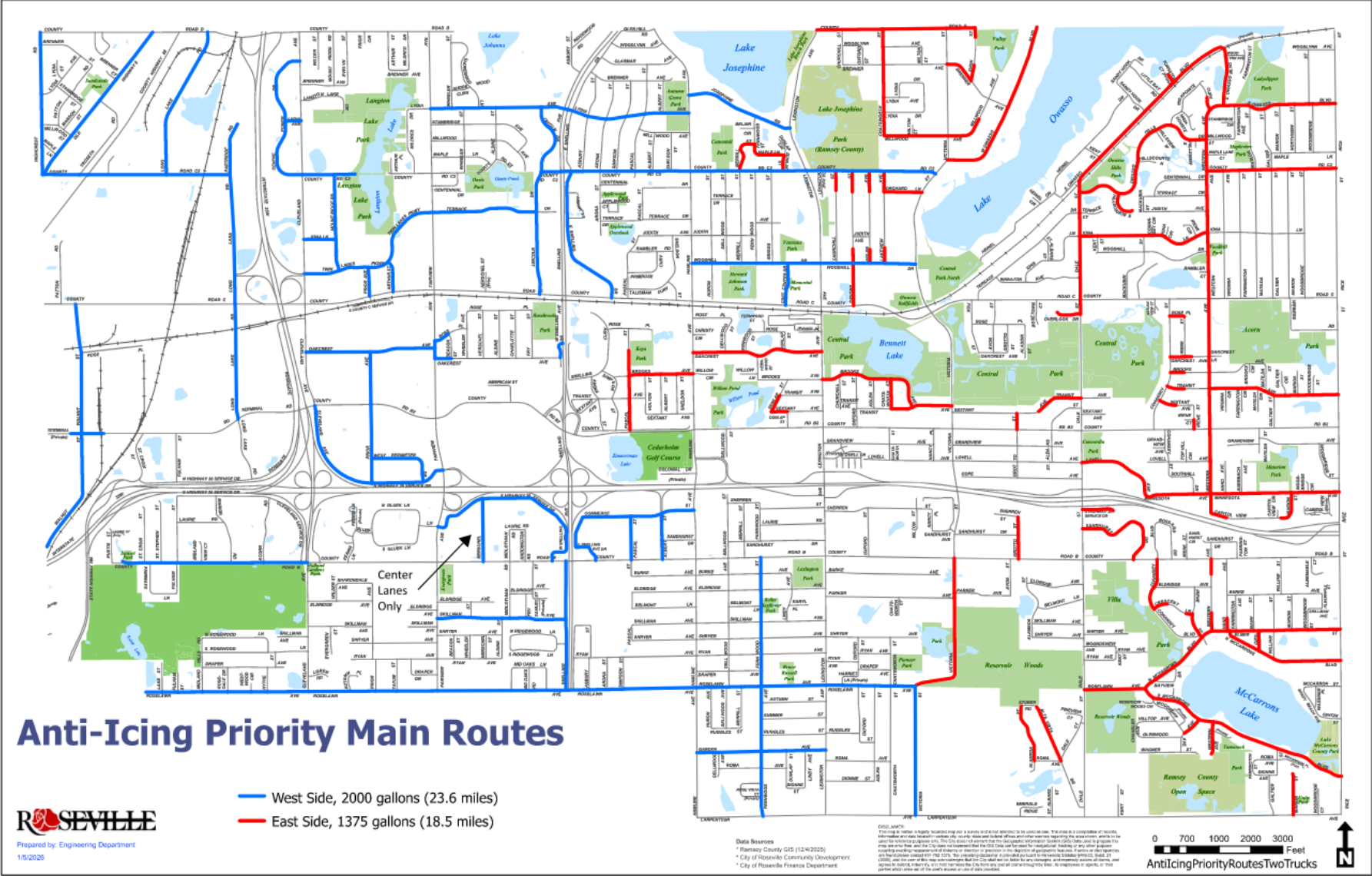
Snow & Ice Control Policy

Exhibit B



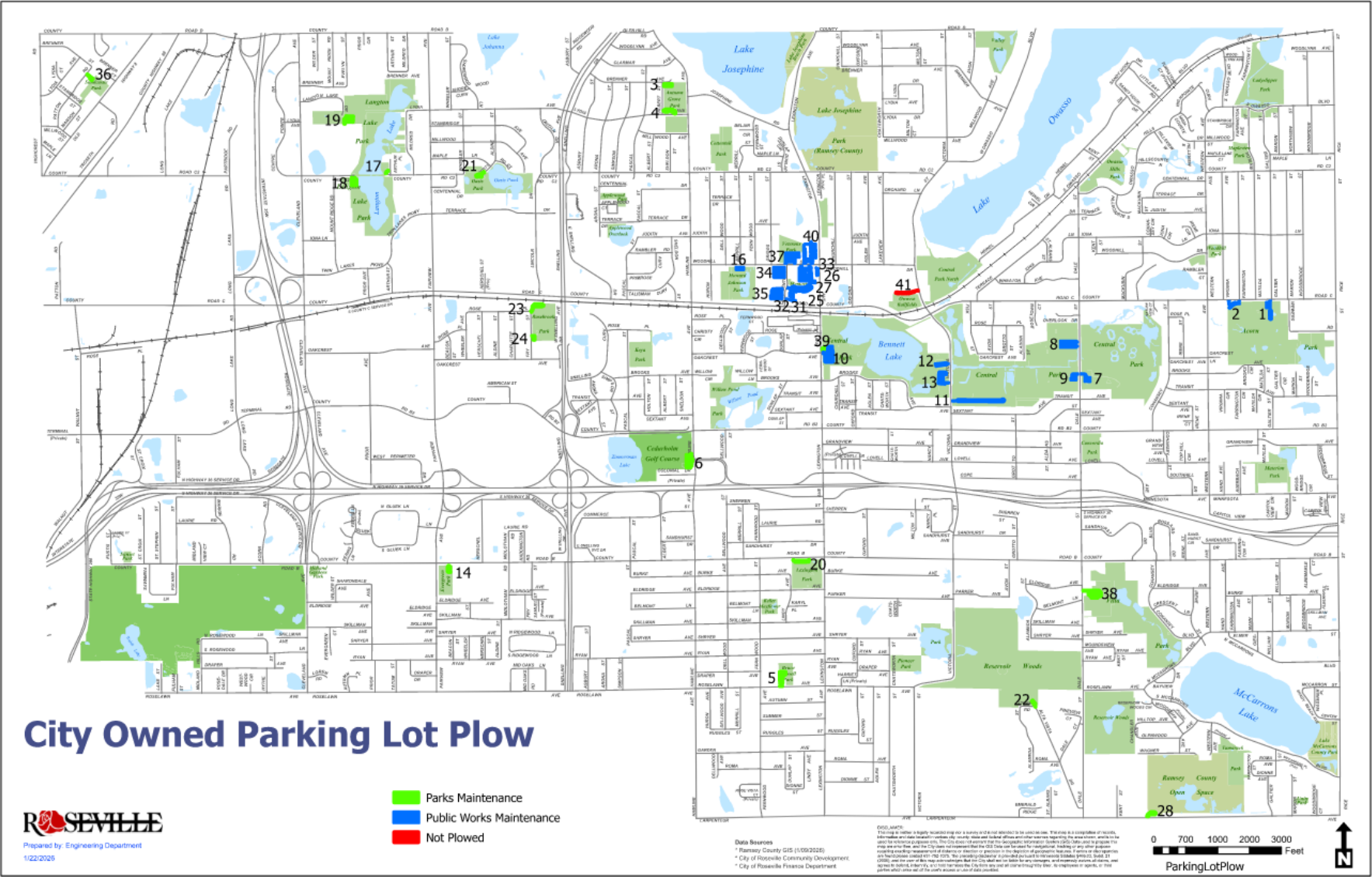
Snow & Ice Control Policy

Exhibit C



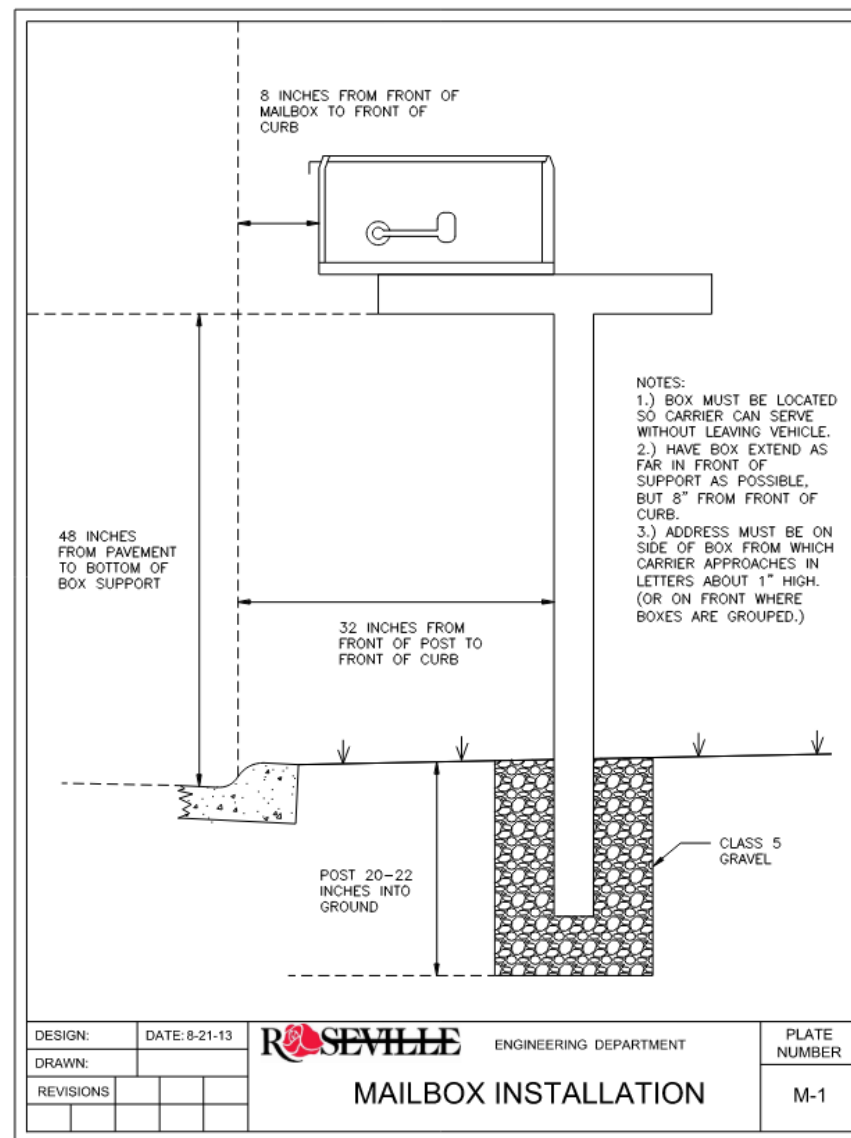
Snow & Ice Control Policy

Exhibit D



Snow & Ice Control Policy

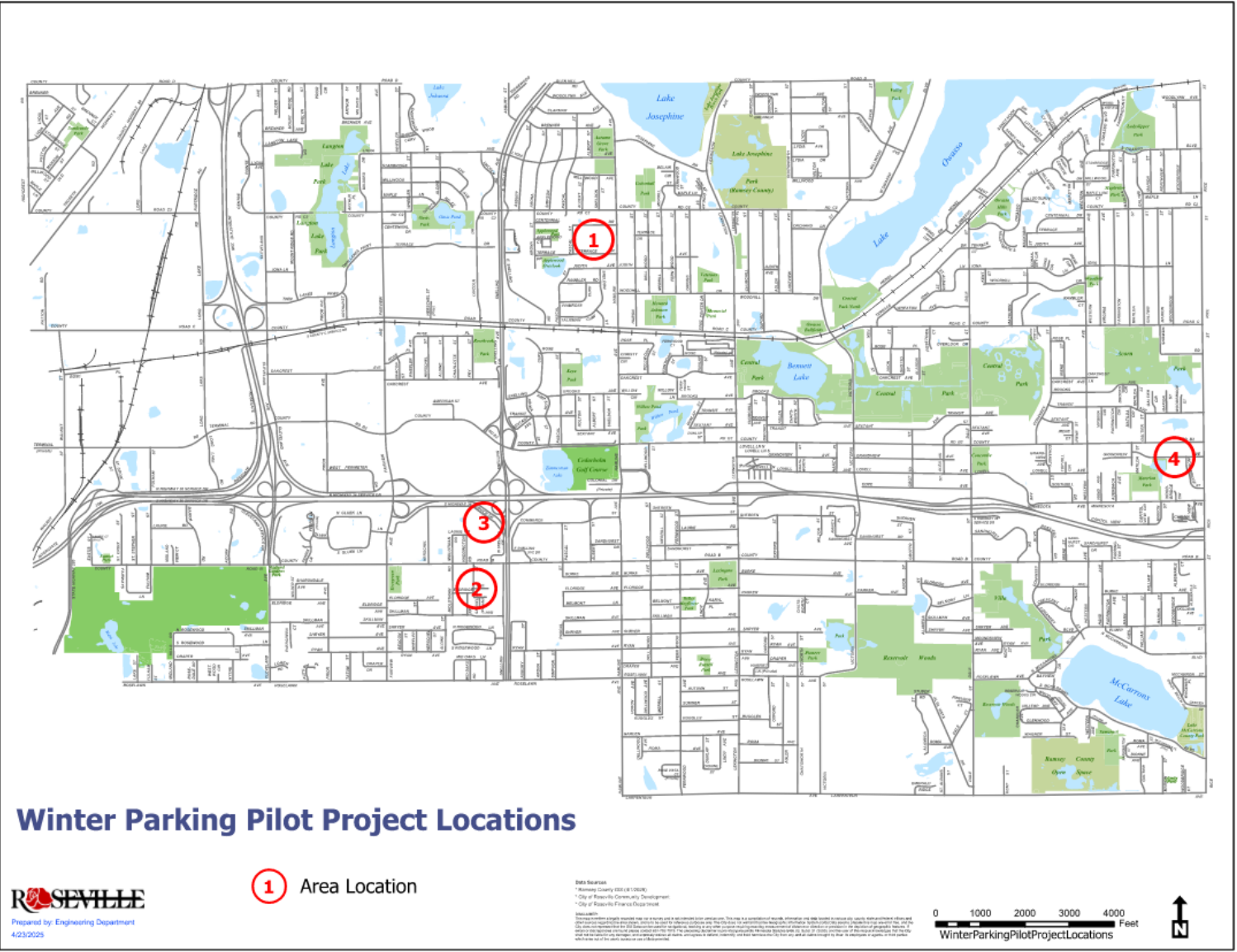
Exhibit E



MAILBOX.dwg

Snow & Ice Control Policy

Exhibit F



Snow & Ice Control Policy

Requested Council Action

PWET recommended adoption of the revised Snow & Ice Control Policy at their January 27, 2026, meeting.

Recommended Council Action

1. Adopt revised Snow & Ice Control Policy.

QUESTIONS

Excerpt from
**Roseville Public Works, Environment
 and Transportation Commission
 Meeting Minutes**

Tuesday, January 27, 2026, at 6:30 p.m.
 City Council Chambers, 2660 Civic Center Drive
 Roseville, Minnesota 55113

1. Introduction / Roll Call

Chair Ficek called the meeting to order at approximately 6:30 p.m., and at his request, Public Works Director Jesse Freihammer called the roll.

Present: Chair Bryant Ficek (arrived at 7:25 p.m.), Vice Chair Edwin Hodder, and Members Jarrod Cicha, Daniel Fergus, Allison Luongo, Des Mueller, and Katie Brokaw Palalay

Youth Commissioners: Alexis Jendro

Absent: Youth Commissioner Carsten Bauer (Excused)

Staff Present: Public Works Director Jesse Freihammer

4. Business Items

d. Snow & Ice Control Policy Recommendation

Public Works Director Freihammer presented the updated snow and ice control policy, aiming to simplify and clarify the language. The goal of plowing streets and critical parking lots full-width within ten hours after snow has quit falling remained unchanged. The city did not have a bare pavement policy, but it made efforts to maintain adequate traction for motorists. The policy included roadside considerations, such as trash receptacles, mailboxes, and landscaping, and parking regulations remained unchanged.

Mr. Freihammer discussed adding a maximum time frame for plow drivers and for snow plow pilot areas.

Member Brokaw Palalay sought clarification on the winter parking pilot project.

Mr. Freihammer explained the pilot areas and the signage's flexibility to accommodate parking needs.

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Member Brokaw Palalay suggested renaming the pilot project to reflect its intent and impact better.

Mr. Freihammer acknowledged the feedback and the need for better communication with residents. The importance of maintaining a clear street for efficient snow removal was emphasized.

DRAFT

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/2/2026

Item No.: 7.c.

Department Approval



City Manager Approval



Item Description: Consider Adopting an Ordinance Amending Chapter 404 of Roseville City Code

Background

The City's noise ordinance, Chapter 404, addresses noise during specific hours. The ordinance was updated in 2018 to add exceptions to the variance process to provide some flexibility for staff to address public impacts that may outweigh the impacts from construction noise. Currently, exceptions only include emergency work and City projects that meet the following requirements:

- Sewer lining projects which take more than 12 hours per segment.
- Water main or valve replacement work, which would impact a significant number of residents or businesses during normal working hours.
- High traffic areas where a lane closure or full road closure is required, but doing so during normal working hours would create a significant impact on the general public, residents and businesses surrounding the work area.

All other noise issues require a variance from City Council. This process typically takes 30 days and includes public notice to residents and placement on the next available agenda to meet notice guidelines. There are many other public agencies, such as Ramsey County, that would benefit from having some exemptions to the variance process.

As detailed in the noise ordinance memo (Attachment 3) there are benefits to the proposed ordinance changes. Construction work is dynamic and work sequencing issues cannot always be planned 30 days in advance. Issues arise that can create a need for night work that staff cannot currently approve or exempt. The current timing of the variance process makes it problematic to issue exemptions for small noise impact projects. Providing easier exemptions for these types of projects could have significant public benefits by saving traffic impacts and costs to public agencies.

Attachment 4 documents how neighboring cities address similar issues with noise. Most have similar noise restrictions but also have an administrative tool to allow staff to make exceptions if certain criteria are met.

The proposed noise ordinance aims to address some of the concerns mentioned in the memo. The major proposed changes to the ordinance allow the City Manager or Public

Works Director to provide exceptions to other public agencies such as Ramsey County or the Metropolitan Council. The exemption would be limited to less than three days of impact outside of allowable working hours. Further, the request would need to show an overall public benefit, such as unreasonable project delays or increased costs. Notification requirements would still apply.

Below are some fictional examples staff have come up with that would or would not be allowed per the revised ordinance:

- Staff would allow the night work per the revised ordinance with the 7-day notification:
 - Ramsey County wants to perform night work to pave the intersection of Fairview Avenue and County Road B to minimize traffic impacts near Rosedale.
 - Metropolitan Council wants to perform night work for one night to rehab a manhole on North McCarrons since the work will take 24 hours to complete.
- Staff would not allow the night work. A noise variance process and Council approval would be required before night work is allowed:
 - Ramsey County wants to perform night work to pave County Road C between Rice Street and Lexington Avenue over a two-week period to minimize traffic impacts.
 - Acme Construction wants to extend work hours over the weekend from 6:00 AM to 10:00 PM to expedite building demolition on Rice Street.

The Public Works Environmental and Transportation (PWET) Commission reviewed the draft ordinance at their January 26, 2026 meeting and recommended approval of the revised ordinance.

Policy Objectives

It is City policy to keep City-owned infrastructure in good operating condition and to keep systems operating in a safe condition.

Equity Impact Summary

The overall goal of the ordinance change is to allow other public agencies the ability to get noise exemptions for small public projects where there is an overall public benefit to do the night work. The general public as a whole will benefit by streamlining the process which can impact project time as well as save time and money for agencies. Residents near these projects would still be notified ahead of any approved night-work but would not have a chance to provide comments at a public hearing.

Budget Implications

The ordinance amendments should have no overall impact financially on the City but may help other public agencies save costs on projects within Roseville.

Staff Recommendations

Staff recommends adopting an ordinance amending Title 4, Chapter 404, of Roseville's City Code.

Requested Council Action

Consider adopting an ordinance amending Title 4, Chapter 404, of Roseville's City Code.

Consider adopting an ordinance for summary publication of the Amendment to Title 4, Chapter 404, of Roseville's City Code.

Be advised the ordinance allowing for a summary publication requires a 4/5ths vote.

Prepared by: Jesse Freihammer, Public Works Director

Attachments:

1. Resolution
2. Ordinance Amendment
3. Noise Ordinance Memo
4. Local Noise Ordinance Summary
5. Equity Inclusion Toolkit
6. Excerpt from PWET Commission Meeting Minutes

**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 2nd day of March, 2026, at 6:00 p.m.

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

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION APPROVING PUBLICATION OF AN ORDINANCE SUMMARY
OF ORD No. _____ AMENDING TITLE 4, CHAPTER 404 “NOISE CONTROL”, TO
EXEMPT CERTAIN PUBLIC PROJECTS FROM RESTRICTIONS AND CLARIFY
OTHER REQUIREMENTS**

WHEREAS, the City Council of the City of Roseville, on March 2, 2026, adopted Ordinance No. _____; entitled “AN ORDINANCE AMENDING TITLE 4, CHAPTER 404 “NOISE CONTROL”, TO EXEMPT CERTAIN PUBLIC PROJECTS FROM RESTRICTIONS AND CLARIFY OTHER REQUIREMENTS”; and

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

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

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

City of Roseville
SUMMARY PUBLICATION
Ordinance No. ____

The following is the official summary of Ordinance No. ____ entitled “AN ORDINANCE AMENDING TITLE 4, CHAPTER 404 “NOISE CONTROL”, TO EXEMPT CERTAIN PUBLIC PROJECTS FROM RESTRICTIONS AND CLARIFY OTHER REQUIREMENTS”.

On March 2, 2026, the City Council of the City of Roseville adopted Ordinance No. _____. The ordinance amends the Noise Control ordinance by allowing additional exceptions to the ordinance for other public agencies where work that exceeds noise standards and normal working hours would be for a duration of three

35 days or less and there would be an overall public benefit to the public to allow the
36 exemption. This public notice is intended only to summarize the ordinance.

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

41 The motion for the adoption of the foregoing resolution was duly seconded by member Strahan
42 and upon a vote being taken thereon, the following voted in favor thereof: Strahan, Schroeder,
43 Groff, and Mayor Roe; and the following voted against the same: none.

44 WHEREUPON, said resolution was declared duly passed and adopted.

**City of Roseville
ORDINANCE NO.**

**AN ORDINANCE AMENDING TITLE 4, CHAPTER 404 “NOISE CONTROL”,
TO EXEMPT CERTAIN PUBLIC PROJECTS FROM RESTRICTIONS AND
CLARIFY OTHER REQUIREMENTS**

TITLE 4, SECTION 404.

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1: Title 4, Section 404.04 of the Roseville City Code is amended to read as follows:

Sec. 404.04. - Exemptions.

(a) Any construction or maintenance activity in which the city or other governmental unit is considered the owner or the project engineer on the project is exempt from this chapter, subject to the following:

- (1) All work shall be done during normal working hours as described in section 404.03 unless circumstances or conditions require work be done outside of these hours or if it is determined that there is significant benefit to surrounding properties or the general public by performing work outside of these hours. Only the following projects are exempt:
 - a. Sewer lining projects which take more than 12 hours per segment.
 - b. Water main or valve replacement work which would impact significant amount of residents or business during normal working hours.
 - c. ~~High traffic areas where a lane closure or full road closure is required, but doing so during normal working hours would create a significant impact on the general public, residents and businesses surrounding the work area.~~ Other projects where the City Manager or Public Works Director has determined that the exemption is necessary to avoid unreasonable project delays, increased costs, or greater public impacts to the surrounding work area.
- (2) Work outside of normal working hours as described in section 404.03 is limited to a maximum of ~~two~~ three days per project segment as notified in paragraph (b) of this section 404.04.

(3) This section 404.04 shall not apply to private construction activities.

(4) Any exemptions granted under this section 404.04 shall be subject to reasonable conditions to minimize noise impacts and shall require advanced notice to surrounding residents and businesses in accordance with Sec. 404.05

(b) If work will be performed outside of normal working hours as described in section 404.03, the city shall notify the residents/businesses within 500 feet of the project as far in advance as practical. At minimum residents shall be notified seven days in advance of the work via a mailed letter. The city manager, mayor and council shall also be notified. The letter, at minimum, shall indicate the necessity of the work, schedule of the work, the scope of the work, the impacts and the mitigation techniques that will be used to minimize impacts.

(Code 1995, § 405.035; Ord. No. 1548, 4-9-2018)

SECTION 2: Title 4, Section 404.05 of the Roseville City Code is amended to read as follows:

Sec. 404.05. - Noise variances.

Any person may apply to the city council for a variance from the requirements of this chapter prior to doing those acts. The applicant shall provide a certified list of property owners within ~~350~~ 500 feet of the sites where the activity is to occur. The council procedure for public hearings shall be as set forth in chapter 107. For good cause shown, the city council may, in its sole discretion, either grant or deny the variance. If the variance is granted, the council may impose reasonable conditions to it.

(Code 1995, § 405.04; Ord. No. 1175A, 11-25-1996)

SECTION 3: Incorporation. City staff is authorized and directed to update the table of contents, reformat this ordinance, and to make such other non-substantive changes, including correcting scrivener's errors, as are necessary to incorporate the amendments adopted by this ordinance into the Roseville City Code.

SECTION 4: Effective date. This ordinance shall take effect upon its passage and publication.

Passed by the City Council of the City of Roseville this ____ day of _____ 2026.

72 **Signatures as follows on separate page:**

73
74 *Ordinance – Title of Ordinance* -

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76
77 (SEAL)

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80 CITY OF ROSEVILLE

81
82
83 BY: _____
84 Daniel J. Roe, Mayor

85
86 ATTEST:

87
88
89 _____
90 Patrick Trudgeon, City Manager



Public Works Department

Memo

To: Public Works, Environment & Transportation Commission
From: Jesse Freihammer, Public Works Director
Date: January 26, 2026
Re: Evaluation of Noise Ordinance Regarding Capital Improvement Projects

PURPOSE

The purpose of this memorandum is to evaluate Roseville City Code Chapter 404 - Noise Control (Chapter 404) as it applies to public capital improvement projects and to present a recommended direction to Chapter 404 updates to allow limited administrative flexibility for public construction activities occurring outside of current allowable working hours.

BACKGROUND

Chapter 404 of the Roseville City Code establishes prohibitions on noise and limits construction activities to defined working hours: weekdays 7:00 a.m. – 9:00 p.m., weekends and legal holidays 9:00 a.m. – 9:00 p.m. Construction outside of these hours is currently allowed only through narrowly defined exemptions for certain project types (sewer lining projects, water main or valve replacements, high traffic areas) or by obtaining a noise variance approved by the City Council following a public hearing.

While the existing framework provides predictability and public transparency, staff have observed that the variance process, often requiring approximately 30 days, does not always align with the practical realities of managing public capital improvement projects. Contractors performing public projects, both for the City of Roseville and other public agencies, may encounter circumstances where extended or adjusted working hours are prudent, necessary, or in the public interest, but where the timing or duration does not seem to justify a formal Council level variance.

A few examples of such circumstances where a more immediate administrative response may be required include:

1. Unplanned sequencing constraints where work must be completed continuously to maintain system integrity such as during a sanitary sewer lift station upgrade where certain phases must be completed in a continuous sequence to ensure the system remains operational to minimize impacts and/or costs associated with bypassing.
2. Certain concrete pours or placement of bituminous that must occur within tight temperature or material-specific windows. If a scheduled pour is delayed due to equipment or crew availability, allowing a short extension outside normal hours ensures quality and prevents costly rework.
3. When a utility cannot complete relocation or shutoff at the originally planned time, the City may need to allow adjustment to construction hours to fit the new schedule, avoiding project delays.
4. In a road reconstruction or intersection improvement project, one phase may require evening work (past current allowable hours) to prevent holding up the next phase, especially when equipment or staging areas are limited.

CONSTRUCTION NEEDS AND JUSTIFICATION

Capital improvement projects often require flexibility in scheduling to meet engineering and operational requirements. Restricting capital projects to strict working hours with long variance timelines can:

- Extend project duration, increasing costs and public disruption.
- Limit the City's ability to respond to time-sensitive construction activities (e.g., road reconstruction, utility repairs, unforeseen site conditions, etc.).
- Result in lane or road closures that affect traffic patterns for longer periods than necessary.

Allowing the Public Works Director and/or City Manager to authorize limited exceptions:

- Provides timely decision-making to accommodate unplanned project needs.
- Reduces the potential for project delays and associated cost overruns.
- Enables better impact management to the public.
- Maintains control and accountability through reasonable conditions and notification requirements to affected residents.

This approach ensures that project delivery is efficient, safe, and minimally disruptive, while retaining transparency and public notification.

COMPARISON TO PEER CITIES

Staff reviewed noise and allowable construction hour ordinances from several surrounding cities, including Arden Hills, Lauderdale, Shoreview, Maplewood, Richfield and New Brighton. Common themes from these communities include:

- All cities establish baseline allowable construction hour restrictions to protect residential and neighborhood livability.
- Several cities provide administrative authorization to grant short-term or limited exceptions for public projects (Maplewood City Ordinance Sec. 18-111(d), Richfield City Ordinance Sec. 930.35 Subd. 3)), often with notification requirements, the ability to impose conditions to minimize impacts, and a process to appeal to the City Council such decisions.
- Peer cities typically reserve City Council involvement for longer-duration, higher-impact, or privately initiated requests.

The review demonstrates that providing defined administrative authorization for reasonable variances to allowable working hours for capital improvement projects is consistent with some surrounding cities' practices and supports efficient public project delivery while maintaining accountability and transparency.

STAFF RECOMMENDATION

Staff recommends amending Chapter 404 to authorize the Public Works Director and/or City Manager to approve limited exceptions to allowable construction hours for capital improvement projects while setting reasonable conditions.

Key elements of the recommended approach include:

1. Applicability limited to publicly managed capital improvement projects, including the City of Roseville, Ramsey County, etc.
2. Administrative authorization for exceptions that are short in duration or limited in scope, with a maximum duration of 3 days.
3. Administrative authorization to set reasonable conditions to limit or minimize noise impacts.
4. Maintain the requirement of advanced notification to affected residents and businesses within 500 feet of the work, either conducted by the contractor or the public agency (City, Ramsey County, etc.).
5. Retention of City Council approval for longer-duration or higher-impact exceptions, as determined by Roseville City Code.

This approach aligns directly with operational needs of public capital projects, providing the City with flexibility to respond to real world construction requirements while preserving neighborhood livability and transparency.

NEXT STEPS

If the Commission concurs with the recommended policy direction, PWET can:

- Review drafted ordinance language and discuss proposed changes.

Staff can further:

- Draft updated ordinance amendment language for further review.
- Develop clear administrative criteria and notification procedures.
- Return to the Commission with a more detailed ordinance proposal, as requested.

City	Code Section	Construction Working Hours	
		Weekdays	Weekends/Holidays
Roseville	404.03	7am-9pm	9am-9pm
Arden Hills	630	7am-9pm	8am-9pm
Lauderdale	4-6-14	7am-10pm	9am-10pm
Maplewood	18-112	7am-7pm	7am-7pm Saturday
New Brighton	14-236	7am-10pm	9am-9pm
	14-48	7am-9pm	8am-9pm
Richfield	930.09	7am-8pm	8am-8pm Saturday
Shoreview	7.02	7am-7pm	8am-7pm Saturday; No work Sunday without approval

Sec. 404.04. - Exemptions.

- (a) Any construction or maintenance activity in which the city is considered the owner or the project engineer on the project is exempt from this chapter, subject to the following:
 - (1) All work shall be done during normal working hours as described in section 404.03 unless circumstances or conditions require work be done outside of these hours or if it is determined that there is significant benefit to surrounding properties or the general public by performing work outside of these hours. Only the following projects are exempt:
 - a. Sewer lining projects which take more than 12 hours per segment.
 - b. Water main or valve replacement work which would impact significant amount of residents or business during normal working hours.
 - c. High traffic areas where a lane closure or full road closure is required, but doing so during normal working hours would create a significant impact on the general public, residents and businesses surrounding the work area.
 - (2) Work outside of normal working hours as described in section 404.03 is limited to a maximum of two days per project segment as notified in subsection (b) of this section.
- (b) If work will be performed outside of normal working hours as described in section 404.03, the city shall notify the residents/businesses within 500 feet of the project as far in advance as practical. At minimum residents shall be notified seven days in advance of the work via a mailed letter. The city manager, mayor and council shall also be notified. The letter, at minimum, shall indicate the necessity of the work, schedule of the work, the scope of the work, the impacts and the mitigation techniques that will be used to minimize impacts.

(Code 1995, § 405.035; Ord. No. 1548, 4-9-2018)

Sec. 404.05. - Noise variances.

Any person may apply to the city council for a variance from the requirements of this chapter prior to doing those acts. The applicant shall provide a certified list of property owners within 350 feet of the sites where the activity is to occur. The council procedure for public hearings shall be as set forth in chapter 107. For good cause shown, the city council may, in its sole discretion, either grant or deny the variance. If the variance is granted, the council may impose reasonable conditions to it.

(Code 1995, § 405.04; Ord. No. 1175A, 11-25-1996)

Section 630 - Construction Activities

630.01 Prohibited Activities.

No person shall engage in or permit construction activities involving the use of any kind of electric, diesel or gas powered machine or other power equipment except between the hours of 7:00 a.m. and 9:00 p.m. on any weekday or between the hours of 8:00 a.m. and 9:00 p.m. on any weekend or holiday.

630.10 Prohibited Activities.

Except as allowed by permit of the City Council, no person shall engage in or permit construction activities involving the use of any kind of electric, diesel or gas powered machine or other power equipment except between the hours of 7:00 a.m. and 9:00 p.m. on any weekday or between the hours of 8:00 a.m. and 9:00 p.m. on any weekend or holiday. Upon application for a waiver and notification to all properties within 500 feet from the property line at least ten days prior to the City Council meeting, the City Council may grant a permit waiving the requirements of this Section for maintenance activities and may impose reasonable conditions to it.

630.11 Emergency Construction Activities.

Emergency construction activities which are necessary to protect the public health, safety, and welfare, are exempt from the requirements of Section 630.10, provided that parties shall notify the City Public Works Director as soon as reasonably possible regarding the existence of the emergency condition and the projected time necessary to abate the emergency.

Lauderdale

4-6-14 PUBLIC NUISANCES AFFECTING PEACE AND SAFETY.

The following are declared to be nuisances affecting public peace and safety:

- A. Intentionally Omitted
- B. All snow and ice not removed from public sidewalks 24 hours after the snow or other precipitation causing the condition has ceased to fall;
- C. All trees, hedges, billboards or other obstructions which prevent people from having a clear view of all traffic approaching an intersection;
- D. All wires and limbs of trees which are so close to the surface of a sidewalk or street as to constitute a danger to pedestrians or vehicles including, but not limited to, all limbs of trees which are less than eight feet (8') above the surface of any public sidewalk or nine feet (9') above the surface of any street, and all wires across public streets, alleys or sidewalks which are strung less than fifteen feet (15') above the surface of the ground;
- E. All obnoxious noises in violation of Minn. Rules Chapter 7030, as they may be amended from time to time which are hereby incorporated by reference into this code;
- F. The discharging of the exhaust or permitting the discharging of the exhaust of any stationary internal combustion engine, motor boat, motor vehicle, motorcycle, all terrain vehicle, snowmobile or any recreational device except through a muffler or other device that effectively prevents loud or explosive noises there from and complies with all applicable state laws and regulations;
- G. No person shall participate in any party or other gathering of people giving rise to noise, unreasonably disturbing the peace, quiet, or repose of another person. When a peace officer determines that a gathering is creating such a noise disturbance, the officer may order all persons present, other than the owner or tenant of the premises where the disturbance is occurring, to disperse immediately. No person shall refuse to leave after being ordered by a peace officer to do so. Every owner or tenant of such premises who has knowledge of the disturbance shall make every reasonable effort to see that the disturbance is stopped;
- H. Obstructions and excavations affecting the ordinary public use of streets, alleys, sidewalks or public grounds except under conditions as are permitted by this code or other applicable law;
- I. Radio aerials, satellite signal receivers, or television antennae erected or maintained in a dangerous manner;
- J. Any use of property abutting on a public street or sidewalk or any use of a public street or sidewalk which causes large crowds of people to gather, obstructing traffic and the free use of the street or sidewalk;
- K. All hanging signs, awnings and other similar structures over streets and sidewalks, so

situated so as to endanger public safety, or not constructed and maintained as provided by ordinance;

L. The allowing of rain water, ice, or snow to fall from any building or structure upon any street, sidewalk, or alley or to flow or fall onto adjacent private property. Dumping, plowing, blowing, or otherwise depositing snow from one private property onto any other private property;

M. Any barbed wire fence less than six feet above the ground and within three feet of a public sidewalk or way;

N. All dangerous, unguarded machinery in any public place, or so situated or operated on private property as to attract the public;

O. Waste water or sanitary sewage, as defined in 8-2-2-1, cast upon or permitted to flow upon streets or other public or private properties;

P. Accumulations in the open of discarded or disused machinery, household appliances, furniture, refuse, automobile bodies or other material in a manner conducive to the harboring of rats, mice, snakes or vermin, or the rank growth of vegetation among the items so accumulated, or in a manner creating fire, health or safety hazards from accumulation;

Q. Any well, hole or similar excavation which is left uncovered or in another condition as to constitute a hazard to any child or other person coming on the premises where it is located;

R. Obstruction to the free flow of water in a natural waterway or a public street drain, gutter or ditch with trash or other materials;

S. The placing or throwing on any street, sidewalk or other public property of any glass, tacks, nails, bottles or other substance which may injure any person or animal or damage any pneumatic tire when passing over the substance;

T. Discharge of Consumer Fireworks

1. Prohibited Acts. The use, display, possession, discharge or sale of any fireworks not expressly permitted by M. S. Section 624.21 is strictly prohibited.

2. Permitted Acts; Limitations. The use, display or discharge of permitted Consumer Fireworks must be conducted in a manner that minimizes the risk of fire or injury to other persons or property. The use, display, or discharge of those non-explosive, non-aerial pyrotechnic entertainment devices only containing the limited amounts of pyrotechnic chemical compositions described in and permitted by Minnesota Statute section 624.20, Subdivision 1(c), hereinafter "Consumer Fireworks," is strictly prohibited in the area on, below, above or within or in close proximity to:

a. Public property, including schools, parks, sidewalks, roadways, streets, rights of way, highways, alleys, bicycle and pedestrian paths, schools, lakes, rivers, and waterways located in whole or in part within the City limits.

b. Private property within the City limits that has conspicuously posted a written sign or notice that no fireworks discharge is allowed.

c. Within five hundred (500) feet of any premises on which Consumer Fireworks are held for sale, display, distribution or storage.

d. Any property, area, structure or material that by its physical condition or the physical conditions in which it is set would constitute a fire or personal safety hazard;

U. The depositing of garbage or refuse, including leaves, branches, and other yard waste, on a public street, alley, right-of-way, fountain, body of water, or on adjacent private property;

V. The posting or affixing of any notice, poster or sign to any street sign, lamppost, tree, utility pole, public structure or building, except as authorized by law;

W. Dumping, plowing, or otherwise depositing snow from private premises onto any public alley, street, or highway right of way in the City;

X. Accumulating and storing building material, lumber, or firewood in such a manner as to become infested with rodents.

1. Stored items must be stored on an impervious surface, such as a poured concrete slab, or must be elevated above the ground.

2. Firewood piles and other materials may only be located in the rear yards and side yards. Such wood piles and other materials may not encroach on any required rear or side yard set backs and must be a minimum of one foot from buildings used for habitation;

Y. All other conditions or things which are likely to cause injury to the person or property of anyone.

Z. Noises prohibited.

1. General prohibition. No person shall make or cause to be made any distinctly and loudly audible noise that unreasonably annoys, disturbs, injures, or endangers the comfort, repose, health, peace, safety, or welfare of any person or precludes their enjoyment of property or affects their property's value. Any noise plainly audible at the property line of the structure or building in which it is located, in the hallway or apartment adjacent, or at a distance of 50 feet if the source is located outside a structure or building, that is observed by at least two people, one of whom is a peace officer, shall be prima facie evidence of a violation of this section. This general prohibition is not limited by the specific restrictions of this section.

2. Defective vehicles or loads. No person shall use any vehicle so out of repair or so loaded as to create loud and unnecessary grating, grinding, rattling, or other noise.

3. Loading, unloading, unpacking. No person shall create loud or excessive noise in loading, unloading, or unpacking any vehicle.

4. Radios, phonographs, paging systems, and the like. No person shall use or operate or permit the use or operation of any radio receiving set, musical instrument, phonograph, paging system, machine or other device for the production or reproduction of sound in a distinct and loudly audible manner as to unreasonably disturb the peace, quiet, and comfort of any person nearby. Operation of any such set, instrument, phonograph, machine or other device between the hours of 10:00 p.m. and 7:00 a.m. in such a manner as to be plainly audible at the property line of the structure or building in which it is located, in the hallway or apartment adjacent, or at a distance of 50 feet if the source is located outside a structure or building, shall be prima facie evidence of a violation of this section.

5. Schools, churches, hospitals, and the like. No person shall create any excessive noise on a street, alley or public grounds adjacent to any school, institution of learning, church or hospital when the noise unreasonably interferes with the working of the institution or disturbs or unduly annoys its occupants or residents and when conspicuous signs indicate the presence of such institution.

Hourly restriction of certain operations.

1. Domestic power equipment. No person shall operate a power lawn mower, power hedge clipper, chain saw, mulcher, garden tiller, edger, drill or other similar domestic power maintenance equipment except between the hours of 7:00 a.m. and 10:00 p.m. on any weekday or between the hours of 9:00 a.m. and 10:00 p.m. on any weekend or holiday. Snow removal equipment is exempt from this provision.

2. Refuse hauling. No person shall collect or remove garbage or refuse in any residential district except between the hours of 7:00 a.m. and 8:30 p.m. on Mondays. When Monday is a legal holiday, residential garbage collection shall occur on the Tuesday immediately following the holiday.

3. Construction activities. No person shall engage in or permit construction activities involving the use of any kind of electric, diesel, or gas-powered machine or other power equipment except between the hours of 7:00 a.m. and 10:00 p.m. on any weekday or between the hours of 9:00 a.m. and 10:00 p.m. on any weekend or holiday.

Noise impact statements. The Council may require any person applying for a change in zoning classification or a permit or license for any structure, operation, process, installation or alteration or project that may be considered a potential noise source to submit a noise impact statement on a form prescribed by the Council. It shall evaluate each such statement and take its evaluation into account in approving or disapproving the license or permit applied for or the zoning change requested.

AA. Reflected glare or light from private exterior lighting exceeding 0.5 footcandles as measured on the property line of the property where the lighting is located when abutting any residential parcel, and one footcandle when abutting any commercial or industrial parcel.

AB. Graffiti not removed within 72 hours. Graffiti shall mean any unauthorized writing, printing, marks, signs, symbols, figures, designs, inscriptions, or other drawings which are scratched, scrawled, painted, drawn or otherwise placed on any exterior surface of a building, wall, fence, sidewalk, curb, dumpsters or other permanent structures on public or private property and which has the effect of defacing the property.

4-6-15 NUISANCE PARKING AND STORAGE.

A. *Declaration of nuisance.* The outside parking and storage on residentially-zoned property of large numbers of vehicles, materials, supplies or equipment not customarily used for residential purposes in violation of the requirements set forth below is declared to be a public nuisance because it (a) obstructs views on streets and private property, (b) creates cluttered and otherwise unsightly areas, (c) prevents the full use of residential streets for residential parking, (d) introduces commercial advertising signs into areas where commercial advertising signs are otherwise prohibited, (e) decreases adjoining landowners' and occupants' enjoyment of their property and neighborhood, and (f) otherwise adversely affects property values and neighborhood patterns.

B. Unlawful storage.

1. A person must not place, store, or allow the placement or storage of ice fish houses, skateboard ramps, playhouses, trampolines, tree houses, or other similar structures in the front-yard area of residential property.

2. A person must not store dumpsters on private property or in the public right-of-way for longer than three (3) months without the written permission of the City Administrator.

3. In addition to the unlawful storage provisions of 10-4-4-B, a person must not place, store, or allow the placement or storage of pipe, lumber, forms, steel, machinery, or similar materials, including all materials used in connection with a business, outside on residential property, unless shielded from public view.

4-6-16 INOPERABLE MOTOR VEHICLES.

A. It shall be unlawful to keep, park, store or abandon any motor vehicle which is not in operating condition, partially dismantled, used for repair of parts or as a source of repair or replacement parts for other vehicles, kept for scrapping, dismantling or salvage of any kind, or which is not properly licensed for operation with the state, pursuant to Minnesota Statute section 168B.011, Subdivision 3, as it may be amended from time to time.

Maplewood

- CODE OF ORDINANCES
Chapter 18 - ENVIRONMENT
ARTICLE II. - NUISANCES
DIVISION 3. NOISE CONTROL

DIVISION 3. NOISE CONTROL¹

Sec. 18-111. Prohibition generally; exception.

- (a) At no time shall any person make or cause to be made any distinctly and loudly audible noise that unreasonably annoys, disturbs, injures or endangers the comfort, repose, health, peace, safety or welfare of any person or precludes such person's enjoyment of property or affects such person's property values. The general noise prohibition stated above shall always be in effect, however, any excessive noise during the following hours of noise prohibition shall be strictly enforced. There shall be no excessive noise or disturbance between the hours of 7:00 p.m. and 7:00 a.m. Monday through Saturday and all day Sunday. These hours of noise prohibition apply to construction, business, institutional and residential activities.
- (b) Exceptions. 1) This division allows the following types of noise-generating activities that are necessary and typically occur in all parts of the city during daylight hours but not before 7:00 a.m.: lawn mowing, the use of landscape-maintenance equipment, power tools, etc. All forms of snow clearing may be permitted anytime due to necessity. 2) If there is an event or activity that is sponsored by the city, or a party has a permit for a noise-generating activity issued by the city, the prohibition noted in paragraph (a) does not apply.
- (c) Repetitive or continual noises, that may not be audibly loud, may be equally disturbing. Such noises shall also be prohibited.
- (d) The city manager may waive the requirement in subsection (a) of this section where the activity would not cause a nuisance and where the proposed activity would not be within 350 feet of a residential use. The city manager's decision may be appealed to the city council. If an appeal is filed, the property owners within 350 feet of the proposed activity shall be notified of the waiver request at least ten days before the council meeting. A list of the property owners, certified by an abstract company or the county abstract office, shall be submitted with the waiver request.

(Ord. No. 869, § 1, 6-12-2006)

Sec. 18-112. Construction activities.

All construction activities, including the use of any kind of electric, diesel or gas-powered machine or other equipment, shall be subject to this division. A copy of this division shall be attached to each construction permit issued by the city. The applicant for the permit shall be required to sign the copy, acknowledging that he has read and understood it, before a permit can be released.

(Ord. No. 869, § 2, 6-12-2006)

Cross reference(s)—Buildings and building regulations, ch. 12.

¹Editor's note(s)—Ord. No. 869, §§ 1—3, adopted June 12, 2006, amended Div. 3 in its entirety to read as set out herein. Former Div. 3, §§ 18-111—18-113, pertained to similar subject matter and derived from the Code of 1982, § 19-48, 19-50, 19-51.

Sec. 18-113. Enforcement.

- (a) *Police department authority.* The police department shall enforce this division. The police department may inspect private premises other than private residences and shall make all reasonable efforts to prevent violations of this division.
- (b) *Civil remedies.* This division may be enforced by injunction, action for abatement or other appropriate civil remedy.
- (c) *Noise impact statements.* The council may require any person applying for a change in zoning classification or a permit or license for any structure, operation, process, installation or alteration or project that may be considered a potential noise source to submit a noise impact statement on a form prescribed by the council. It shall evaluate each such statement and take the evaluation into account in approving or disapproving the license or permit applied for or the zoning change requested.
- (d) *Criminal penalties.* Every person who violates any section of this division is guilty of a misdemeanor and shall, upon conviction, be in accordance with section 1-15. Each act of violation and each day a violation occurs or continues constitutes a separate offense.

(Ord. No. 869, § 3, 6-12-2006)

Secs. 18-114—18-120. Reserved.

DIVISION 6. - NOISE

Sec. 14-235. - Noises prohibited.

- (a) *General provisions.* No person shall make or cause to be made any distinctly and loudly audible noise that unreasonably annoys, disturbs, injures, or endangers the comfort, repose, health, peace, safety, or welfare of any person or precludes their enjoyment of property or affects their property's value. This general prohibition is not limited by the specific restrictions of the subsections of this section.
- (b) *Horns.* No person shall use any audible signaling device on any vehicle except as a warning of danger, as required by M.S.A. § 169.68.
- (c) *Motor vehicles.* No person shall operate a motor vehicle in violation of the motor vehicle noise limits of the Minnesota Pollution Control Agency as required by M.S.A. § 169.693.
- (d) *Defective vehicles or loads.* No person shall use any vehicle so out of repair or so loaded as to create loud and unnecessary grating, grinding, rattling, or other noise.
- (e) *Exhaust.* No person shall discharge the exhaust or permit the discharge of the exhaust of any steam engine, stationary internal combustion engine, motor boat, recreational vehicle, water craft, or snowmobile except through a muffler or other device that effectively prevents loud or explosive noises therefrom and complies with all applicable state laws and regulations.
- (f) *Loading, unloading, unpacking.* No person shall create loud and excessive noise in loading, unloading, or unpacking a vehicle.
- (g) *Noisy parties or gatherings.* This subsection shall apply to noisy parties or gatherings.
 - (1) No person shall congregate at or participate in a party or gathering of people from which noise emanates of a sufficient volume or of such nature to unreasonably disturb the peace, quiet, or repose of other persons.
 - (2) A public safety officer may order all persons present at such a party or gathering other than the owners, residents, or tenants to immediately disperse. Any person who refuses to leave after being ordered to do so shall be guilty of a violation of this section.
 - (3) Any owner, tenant, or resident of the building or place who has legal authority to control the activities at the building or place, knows or has reason to know of the disturbance and fails to immediately take reasonable steps to abate the disturbance is guilty of violation of this section.
 - (4) The owner of a building or place who knows or has been notified of a pattern of disturbances and fails to immediately take reasonable steps to abate the disturbances is guilty of a violation of this section. For purposes of this section, the term "disturbance" means an

incident which results in oral or written communication with the police department, and the term "pattern" means more than one disturbance in a 30-day period or six or more disturbances in a 12-month period.

- (h) *Loudspeakers and amplifiers.* No person shall operate or permit the use or operation of any loudspeaker, sound amplifier, or other device for the production or reproduction of sound on a street or other public place for the purpose of commercial advertising or attracting the attention of the public to any commercial establishment or vehicle.
 - (1) Peddlers shall not call attention to their business or merchandise by crying out, by blowing a horn, by ringing a bell, or by any loud or unusual noise.
 - (2) Notwithstanding any other provision to the contrary, food/beverage vehicles may sound a manually operated bell.
 - (3) A permit shall be required before any person shall advertise any goods, wares, or merchandise of any kind by the use of amplifying equipment used by or mounted on any vehicle.
- (i) *Animals.* No person shall keep an animal that unreasonably disturbs the comfort or repose of persons in the vicinity by its frequent or continued noise, provided that these provisions shall not apply to duly authorized hospitals or clinics conducted for the treatment of small animals.
- (j) *Schools and churches.* No person shall create any excessive noise on a street, alley, or public grounds adjacent to any school, institution of learning, church, or hospital when the noise unreasonably interferes with the working of the institution or disturbs or unduly annoys its occupants or residents.

(Code 2001, §§ 3-2, 17-12; Code 1966; Code 1988; Ord. No. 578, 12-11-1990; Ord. No. 644, 6-23-1998)

Sec. 14-236. - Permitted times.

- (a) *Recreational vehicles.* No person shall drive or operate any minibike, snowmobile, or other recreational vehicle not licensed for travel on public highways between the hours of 10:00 p.m. and 7:00 a.m.
- (b) *Domestic power equipment.* No person shall operate a power lawn mower, power hedge clipper, chain saw, mulcher, garden tiller, edger, drill, or other similar domestic power maintenance equipment except between the hours of 7:00 a.m. and 10:00 p.m. on any weekday or between the hours of 9:00 a.m. and 9:00 p.m. on any weekend or holiday. Snow removal equipment shall be exempt from this provision.
- (c) *Refuse hauling.* No person shall collect or remove garbage or refuse in any residential district except between the hours of 6:30 a.m. and 8:00 p.m. on any weekday or between the hours of 9:00 a.m. and 9:00 p.m. on any weekend or holiday.
- (d)

Construction activities. No person shall engage in or permit construction activities involving the use of any kind of electric, diesel, gas-powered machine, or other power equipment except between the hours of 7:00 a.m. and 10:00 p.m. on any weekday or between the hours of 9:00 a.m. and 9:00 p.m. on any weekend or holiday except in emergencies involving injury or threat of injury to persons or substantial damage or threat of substantial damage to property. These time restrictions also extend to non-motorized construction activities audible to surrounding properties such as hammering.

(Code 2001, § 17-13; Ord. No. 644, 6-23-1998; altered in 2024 recodification)

Sec. 14-237. - Enforcement.

- (a) *Civil remedies.* Sections 14-235, 14-236, and this section may be enforced by injunction, action for abatement, or other appropriate civil remedy in addition to enforcement by prosecution.
- (b) *Noise impact statements.* The city council may require a noise impact statement to be supplied when application is being made for a change in zoning classification or a permit or license for any structure, operation, process, installation or alteration, or project that may be considered a potential noise source. The application shall be made on a form as prescribed by the city. The city council shall evaluate each statement and take its evaluation into account in approving or disapproving the license or permit applied for or the zoning change requested.
- (c) *Criminal penalties.* Any violation of sections 14-235, 14-236, and this section involving the operation of a motor vehicle is a petty misdemeanor. Every person who violates any other provision of this section is guilty of a misdemeanor.
- (d) *Costs of prosecution.* In all cases, the city shall be entitled to collect the costs of prosecution to the extent outlined by law, rules of criminal procedure, and the rules of the court. Each act of violation and each day a violation occurs or continues shall constitute a separate offense.

(Code 2001, § 17-14; Ord. No. 644, 6-23-1998)

Secs. 14-238—14-268. - Reserved.

ARTICLE III. - NOISE

Sec. 14-46. - Definitions.

Except as provided in section 101-2, words or phrases used in this article and defined in the MPCA noise pollution control regulations shall have the meaning given in those regulations.

(Prior Code, § 209.020(A); Ord. No. 1003, 7-18-2022)

Sec. 14-47. - Prohibited noise.

No person shall make or cause to be made any distinctly and loudly audible noise that unreasonably annoys, disturbs, injures or endangers the comfort, repose, health, peace, safety or welfare of any person or precludes their enjoyment of property or affects their property's value. This general prohibition is not limited by the specific restrictions of the following:

- (1) *Motor vehicles*. No person shall operate a motor vehicle in the city in violation of the motor vehicle noise limits of the MPCA.
- (2) *Horns and audible signaling devices*. No person shall sound any signaling device on any vehicle except as a warning of danger.
- (3) *Engine exhausts*. No person shall discharge the exhaust or permit the discharge of exhaust of any steam engine, stationary internal combustion engine, motorboat, motor vehicle or snowmobile except through a muffler or other device that effectively prevents loud or explosive noises therefrom and complies with all applicable state laws and regulations.
- (4) *Defective vehicles or loads*. No person shall use any vehicle so out of repair or so loaded as to create loud and unnecessary grating, grinding, rattling or other noise.
- (5) *Sound amplification devices*. No person shall use or operate or permit the use or operation of any radio receiving set, musical instrument, phonograph, paging system, machine or other device for the production or reproduction of sound in a distinctly and loudly audible manner as to disturb the peace, quiet and comfort of any person nearby. Operation of any such set, instrument, phonograph, machine or other device between the hours of 10 pm and 7 am in such a manner as to be plainly audible at the property line of the structure or building in which it is located, in the hallway or apartment adjacent, or at a distance of 50 feet if the source is located outside a structure or building shall be prima facie evidence of a violation of this section.
- (6) *Social gatherings*. No person shall participate in any party or other gathering of people giving rise to noise which disturbs the peace, quiet or repose of the occupants of adjoining or other property. When a police officer determines that a gathering is creating such a noise

disturbance, the officer shall order all persons present, other than the owner or tenant of the premises where the disturbance is occurring, to disperse immediately. No person shall refuse to leave after being ordered by a police officer to do so. Every owner or tenants of such premises who has knowledge of the disturbance shall cooperate with police officers and shall make every reasonable effort to see that the disturbance is abated.

- (7) *Loudspeakers.* No person shall operate or permit the use or operation of any loudspeaker, sound amplifier or other device for the production or reproduction of sound on a street or other public place for the purpose of commercial advertising or attracting the attention of the public to any commercial establishment.
- (8) *Animals.* No person shall keep any animal that disturbs the comfort or repose of persons in the vicinity by its frequent or continued noise.
- (9) *Schools, churches and hospitals.* No person shall create any excessive noise on a street, alley or public grounds adjacent to any school, institution of learning, church or hospital when the noise unreasonably interferes with the working of the institution or disturbs or unduly annoys its occupants or residents and when conspicuous signs indicate the presence of such institution.

(Prior Code, § 209.020(B); Ord. No. 1003, 7-18-2022)

Sec. 14-48. - Hourly restriction of certain operations.

- (a) *Recreational vehicles.* Except for emergency purposes, no person shall drive or operate any minibike, snowmobile or other recreational vehicle not licensed for travel on public highways between the hours of 10 pm and 8 am.
- (b) *Domestic power equipment.* No person shall operate a power lawnmower, power hedge clipper, chain saw, mulch, garden tiller, edger, power device for bug eradication, drill or other similar domestic power maintenance equipment except between the hours of 8 am and 10 pm. Snow removal equipment is exempt from this provision.
- (c) *Refuse hauling.* No person shall collect or remove garbage or refuse in any residential district or any property within 150 feet of a residential zoning district in which collection can cause negative impacts to the adjacent residential district except between the hours of 7 am and 7 pm on Monday through Saturday.
- (d) *Construction activities.* No person shall engage in or permit construction activities involving the use of any kind of electric, diesel or gas-powered machine or other power equipment except between the hours of 7 am and 9 pm on any weekday or between the hours of 8 am and 9 pm on any weekend or holiday.
- (e) *Consumer fireworks.* No person shall discharge any consumer fireworks except between the hours of 8 am and 10 pm.

Sec. 14-49. - Receiving land use standards.

- (a) *Maximum noise levels by receiving land use districts.* No person shall operate or cause or permit to be operated any source of noise in such a manner as to create a noise level exceeding the limit set in Table 14-49 for the receiving land use category specified when measured at or within the property line of the receiving land use. The limits of the most restrictive district shall apply at the boundaries between different land use categories. The determination of land use shall be by its zoned designation.

Table 14-49—Sound Levels by Receiving Land Use Districts

	Day		Night	
	7 am—10 pm		10 pm—7 am	
Land Use Districts	L10	L50	L10	L50
Residential	65	60	55	50
Commercial	70	65	70	65
Industrial	80	85	80	75

- (b) *Exemptions.* The levels prescribed in subsection (a) of this section do not apply to noise originating on public streets and alleys but such noise shall be subject to other applicable sections of this article.

Sec. 14-50. - Air circulation devices.

- (a) No person shall permanently install or place any air circulation device, except a window air conditioning unit, in any outdoor location until the city manager or their designee determines that the device in that location will comply with the noise level standards prescribed in this article and issues a permit for the installation. Air circulation devices, except a window air conditioning unit, shall comply with the following setback and sound buffering requirements:
- (1) Air circulation devices shall be located at least ten feet from all property lines.

- (2) Air circulation devices shall be located at least 30 feet from an adjoining residence, except a separation of as little as 20 feet may be permitted if a sound buffer is provided as approved by the city manager or their designee.
- (3) Sound buffers shall consist of evergreen plantings, a retaining wall, fence, and/or on-site structure, such as a garage or a portion of the dwelling.
- (b) The noise produced by any window unit and by any existing air circulation device shall be attenuated by means deemed appropriate by the city manager or their designee, including, but not limited to, relocation of such device if the noise results in or contributes to a violation of this article.

(Prior Code, § 209.020(E); Ord. No. 1003, 7-18-2022)

Sec. 14-51. - Exception for emergency work.

Noise created exclusively in the performance of emergency work to preserve the public health, safety or welfare, or in the performance of emergency work necessary to restore a public service or eliminate a public hazard shall be exempt from the provisions of this article for a period not to exceed 24 hours after the work is commenced. Persons responsible for such work shall inform the city manager or their designee of the need to initiate such work or, if the work is commenced during non-business hours of the city, at the beginning of business hours of the first business day thereafter. Any person responsible for such emergency work shall take all reasonable actions to minimize the amount of noise.

(Prior Code, § 209.020(F); Ord. No. 1003, 7-18-2022)

Sec. 14-52. - Enforcement.

- (a) *Testing procedures.* The city manager or their designee shall adopt guidelines establishing the test procedures and instrumentation to be used in enforcing the provisions of this article imposing noise standards. A copy of such guidelines shall be kept on file in the office of the city manager or their designee and shall be available to the public for reference during office hours. Noise shall be measured on any property line of the tract on which the operation is located.
- (b) *Studies.* The city manager or their designee shall conduct such research, monitoring and other studies related to sound as are necessary or useful in enforcing this article and reducing noise in the city. They shall make such investigations and inspections in accordance with law as required in applying the provisions of this chapter.
- (c) *Noise impact statements.* The city manager or their designee may require any person applying to the city for a change in zoning classification or a permit or license for any structure, operation, process, installation, or alteration or project that may be considered a potential noise source to

submit a noise impact statement in a form acceptable to the officer. They shall evaluate each such statement and make appropriate recommendations to the city council or other agency or officer authorized to take the action or approve the license or permit applied for.

- (d) *Notice of certain violations.* When the city manager or their designee or the city's law enforcement agency determines that a noise exceeds the maximum sound level permitted under this article, they shall give written notice of the violation to the owner or occupant of the premises where the noise originates and shall order such person to correct or remove each specified violation.

(Prior Code, § 209.020(G); Ord. No. 1003, 7-18-2022)

Secs. 14-53—14-77. - Reserved.

SECTION 930. - NOISE CONTROL

930.01. - Definitions.

Subdivision 1. For purposes of this section the terms defined in this subdivision have the meanings given them.

Subd. 2. "L 10 Level" means the noise level, expressed in dBA, which is exceeded by ten percent (10%) of the time for a one (1) hour survey as measured by test procedures formulated by the City's department of public safety.

Subd. 3. "Motor vehicle" means:

- (i) Any self-propelled vehicle not operated exclusively upon railroad tracks;
- (ii) Any vehicle propelled or drawn by any self-propelled vehicle, except snowmobiles. (Amended, Bill No. 1998-23, Bill No. 2009-21)

Subd. 4. "Daytime" means that part of each calendar day between the hours of 7:00 a.m. and 10:00 p.m. (Amended, Bill No. 1998-23)

Subd. 5. "Nighttime" means that part of each calendar day between the hours of midnight and 7:00 a.m. and between 10:00 p.m. and midnight. (Amended, Bill No. 1998-23)

930.03. - Adoption of regulations by reference.

The following state agency regulations are adopted by reference: Minnesota Pollution Control Agency, Noise Pollution Control Section, Minnesota Rules Chapter 7030, as amended. (Amended, Bill No. 2009-21)

930.05. - Receiving land use standards.

Subdivision 1. Maximum noise levels by receiving land use district. For purposes of enforcing maximum noise levels by the receiving land use district as established by state rules, noise levels will be measured at the property line of the receiving use which is closest to the source. (Amended, Bill No. 2009-21)

Subd. 2. Exceptions. The following exceptions to the maximum noise limits established by state rules shall apply: (Amended, Bill No. 2009-21)

- (a) Construction activities described in subsection 930.09. (Amended, Bill No. 1998-23)
- (b) Situations in which public health and safety require that immediate work be done on any property the performance of which exceeds the sound levels permitted for that time of day or for that day. (Amended, Bill No. 1998-23)
- (c)

Situations in which the purpose of the sound is to alert persons to an emergency or for the purpose of testing any alarm system. (Amended, Bill No. 1998-23)

930.07. - Outdoor implements.

No person may operate any outdoor power implement, including but not limited to lawn mowers, hedge clippers, chain saws or other implements designed primarily for outdoor use, at any time other than between the hours of 7:00 a.m. and 10:00 p.m. on weekdays and 8:00 a.m. and 10:00 p.m. on public holidays, Saturdays and Sundays, except that snowblowers shall not be operated at any time other than between the hours of 6:00 a.m. and 10:00 p.m. any day of the week. (Amended, Bill No. 1998-23).

930.09. - Construction activities.

Construction activity involving the use of power equipment which does not generate a sound level in excess of 85 dBA, measured at the property line of the source, may be operated in all zones between the hours of 7:00 a.m. and 8:00 p.m. daily. All other construction activity may be carried out only between the hours of 7:00 a.m. and 8:00 p.m. on weekdays and 8:00 a.m. and 8:00 p.m. on Saturdays. (Amended, Bill No. 1998-23; Bill No. 2016-6)

930.11. - Air circulation devices; auxiliary generators.

Subdivision 1. Permit required. No person may permanently install or place any sound emitting air circulation device, auxiliary generator or other heating, ventilation or air circulation mechanical equipment in any outdoor location without first obtaining a permit for the installation. The requirement for a permit does not apply to a window air conditioning unit or an auxiliary generator that is temporarily placed during emergency use. (Amended, Bill 1998-23, Bill No. 2009-21)

Subd. 2. Sound levels; mitigation required. The sound level produced by any window unit, air circulation device, auxiliary generator or other heating, ventilation or air circulation mechanical device shall be reduced in the manner required by the Director of community development. Such requirements may include, but are not limited to, placement or installation of fencing, landscaping or sound baffling equipment or relocation of the device if the noise results or contributes to sound levels in excess of those specified in Table I. (Amended, Bill No. 2009-21)

930.13. - Motor vehicles.

Subdivision 1. General restrictions. No person may operate a motor vehicle or combination of vehicles in such a manner as to exceed the noise limits contained in Pollution Control Agency Rules, Minn. R. 7030.1000-1060, as amended. (Amended, Bill No. 2009-21)

Subd. 2. Idling of motor vehicles. No person may operate or permit the operation of any motor vehicle or any auxiliary equipment attached to such vehicle in a manner that constitutes unlawful idling, in violation of this subdivision. As used in this subdivision, a vehicle is engaged in unlawful idling if:

- (a) The vehicle is stationary, for reasons other than congested traffic, for a period of more than ten (10) minutes in any hour between the hours of 10:00 p.m. of one (1) day and 8:00 a.m. of the following day; and
 - (b) The vehicle is located on public or private property within 150 feet of a residential zone.
- (Amended, Bill No. 1998-23)

Subd. 3. Motor vehicle in disrepair. No person may operate any motor vehicle in such a condition of disrepair as to create loud or unnecessary grating, grinding, rattling or other noise.

Subd. 4. Loading of vehicles. No person may create any loud and excessive noise in connection with the loading, unloading or unpacking of any vehicle. (Amended, Bill No. 1998-23)

Subd. 5. Muffler required. No person may permit the discharge into the open air of emissions from an internal combustion engine except through a muffler or other device which will effectively prevent loud or explosive noises issuing therefrom.

Subd. 6. Audio equipment. No person may operate a motor vehicle audio system in a manner so that the sounds emitted by the system are audible at a distance of 50 or more feet from the motor vehicle. (Added, Bill No. 1998-23)

930.15. - Keeping of animals.

The keeping of a dog, cat or other animal which, by reason of noise caused by it or by its presence, annoys other persons who are in the neighborhood is a public nuisance and is unlawful. Upon the receipt of a written complaint of such annoyance by the occupants of two (2) or more neighboring properties, the City shall notify the owner of the animal that the nuisance must be abated within 48 hours. Failure to obey the notice is a violation of this subsection.

930.17. - Refuse hauling and snow plowing.

The operation of vehicles used for the hauling of refuse on private property shall be limited to the period between 7:00 a.m. and 10:00 p.m. any day of the week. The operation of vehicles for snow plowing on private property shall be limited in residential districts and within 50 feet of such districts to the period from 6:00 a.m. and 10:00 p.m. any day of the week. (Amended, Bill No. 1998-23)

930.19. - Horns and signaling devices.

The following uses of horns or other signaling devices are unlawful:

- (a) the sounding of any horn or signaling device on any automobile, motorcycle or other vehicle and upon any locomotive, except as a danger warning;
- (b) the creation by means of any signaling device of any unreasonably loud or harsh sound; and
- (c) the sounding of any device for an unnecessary and unreasonable period of time.

930.21. - Radios, phonographs, stereo and electronic equipment, paging systems: except advertising.

No person may use or operate or permit the use or operation of any radio receiver, musical instrument, phonograph, stereo and electronic equipment, paging system, machine or other device for the production or reproduction of loud sounds so as to unreasonably disturb the peace, quiet and comfort of any person nearby. The following shall constitute such a disturbance:

- (a) Operation of any such device from within an enclosed structure between the hours of 10:00 p.m. of any day and 7:00 a.m. of the next day in a manner distinctly audible at the property line of the structure or building in which it is located, or in the hallway or apartment unit adjacent if located in an apartment unit. (Amended, Bill No. 1998-23)
- (b) Operation of any such device outside of an enclosed structure at any time, in a manner distinctly audible at a distance of 50 feet from the device. (Added, Bill No. 1998-23)

The regulations contained in this subsection are not applicable to licensed sound trucks and other similar advertising activities.

930.23. - Radios, phonographs, paging systems: commercial advertising.

No person may use or operate or permit the use or operation of any radio receiver, musical instrument, phonograph stereo and electronic equipment, paging system or other device for the production or reproduction of sound on any street or other public place, or audible at any location, for the purpose of commercial advertising or attracting the attention of the public to any commercial establishment or vehicle unless a license is first obtained pursuant to chapter XI. (Amended, Bill No. 1998-23)

930.25. - Noise near schools, churches and health care institutions.

No person may willfully create any excessive noise on any street, alley, sidewalk or public grounds adjacent to any educational, religious or health care institution when the noise unreasonably interferes with the conduct of the activities of the institution or disturbs or unduly annoys its occupants or residents. (Amended, Bill No. 1998-23)

930.27. - Peddling.

No peddler or vendor may make any noise on a public street, whether by yelling, shouting or otherwise,

which disturbs the peace and quiet of the residents of the neighborhood. (Amended, Bill No. 1998-23)

930.29. - Participation in noisy gatherings.

- (a) At any time between the hour of 10:00 p.m. of any day and 7:00 a.m. of the following day no person may congregate or participate in, any party or gathering of people from which noise emanates of sufficient volume to unreasonably disturb the peace, quiet or repose of other persons. (Amended, Bill No. 1998-23)
- (b) A police officer may order all persons present at such party or gathering other than the owners, residents or tenants to immediately disperse. Any person who refuses to leave after being ordered to do so by a police officer is guilty of a violation of this subsection. (Added, Bill No. 1998-23)
- (c) Any owner, tenant, or resident of the building or place who has legal authority to control the activities at such building or place and who knows or has reason to know of the disturbance and fails to immediately take reasonable steps to abate such disturbance is guilty of a violation of this subsection. (Added, Bill No. 1998-23)
- (d) Any owner of a building or place who knows or has been notified of a pattern of disturbances and fails to immediately take reasonable steps to abate such disturbances is guilty of a violation of this subsection. For purposes of this subsection, a disturbance is defined as an incident which results in oral or written communication with the public safety department; pattern is defined as more than one (1) disturbance in a 30-day period or six (6) or more disturbances in a 12 month period. (Added, Bill No. 1998-23)

930.31. - Additional restrictions.

Notwithstanding any other provision of this section no person may make, continue or cause to be made or continued, any loud, unnecessary or unusual noise or other noise which unreasonably disturbs, injures or endangers the comfort, repose, health, peace or safety of others within the limits of the City. (Amended, Bill No. 1998-23)

930.33. - Administration and enforcement.

Subdivision 1. Responsible official. The Manager, acting personally or through his designee, shall administer and enforce the noise control regulations contained in this section.

Subd. 2. Testing procedures. The Manager shall adopt guidelines establishing the test procedures and instrumentation to be used in enforcing the provisions of this section.

930.35. - Noise variances.

Subdivision 1. Authority. The Council and Manager may, consistent with this subsection, grant variances from the requirements of any provision of this section.

Subd. 2. Application. A person seeking a variance shall file an application with the Manager on forms prescribed by the Manager. The application shall state the dates during which the variance is proposed, the location of the noise source, the time of operation of the noise source, the nature of the noise source, the reasons why the variance is sought, the steps which will be taken to minimize the noise level and such other information as is required by the Manager.

Subd. 3. Action on Application: 15 days or less. If the requested variance is to last for a period of 15 days or less, the Manager may either grant or deny the request. Before granting or denying the request, the Manager may require the applicant to notify property owners within 500 feet of the noise source that the application has been made. A person claiming to be adversely affected by the granting of the variance may be given an opportunity to file a statement in opposition to the granting of the variance stating the reasons for such opposition. The Manager may conduct an informal hearing at which the applicant and persons filing statements in opposition to the variance are given an opportunity to be heard. The Manager shall thereafter either grant or deny the variance request.

Subd. 4. 15 days or more. If the requested variance would last for a period of more than 15 days, it shall be granted or denied by the Council after hearing. Upon receipt of an application for such a variance, the Manager shall give mailed notice of the Council hearing to property owners within 500 feet of the noise source. At the hearing applicant and all persons claiming to be affected by the variance request may be heard.

Subd. 5. Hardship: conditions. A variance may not be granted by either the Council or the Manager unless it is found that full compliance with this section would constitute an unreasonable hardship on the applicant, which hardship outweighs any serious adverse impact upon the health, safety or welfare of the public. In granting a variance, the Council or the Manager, as the case may be, may attach conditions including sound levels, duration, hours, design and termination of the variance.

Subd. 6. Temporary variances. The Manager may grant temporary variances pending action by the Council on an application for a variance.

930.37. - Appeals.

A person whose interests are affected by the granting or denial of a variance, or any condition imposed thereon, may appeal the Manager's decision to the Council. An appeal may be initiated by filing a notice of appeal with the clerk within 20 days of the date of the Manager's decision. The appeal shall be heard by the Council as soon thereafter as practicable. In considering the appeal, the Council shall hear evidence bearing

upon the granting or denial of the variance or any conditions to be imposed. The Council shall have 30 days following the close of the hearing on a variance to either grant or deny the variance. The variance may be granted subject to conditions which the Council may in its discretion impose.

930.39. - Sound level and bid awards: evaluation of City bids.

The City may consider the sound levels of equipment which bidders propose to supply to the City in evaluating which equipment represents the lowest responsible bid.

ARTICLE III. - NOISE

Sec. 14-46. - Definitions.

Except as provided in section 101-2, words or phrases used in this article and defined in the MPCA noise pollution control regulations shall have the meaning given in those regulations.

(Prior Code, § 209.020(A); Ord. No. 1003, 7-18-2022)

Sec. 14-47. - Prohibited noise.

No person shall make or cause to be made any distinctly and loudly audible noise that unreasonably annoys, disturbs, injures or endangers the comfort, repose, health, peace, safety or welfare of any person or precludes their enjoyment of property or affects their property's value. This general prohibition is not limited by the specific restrictions of the following:

- (1) *Motor vehicles*. No person shall operate a motor vehicle in the city in violation of the motor vehicle noise limits of the MPCA.
- (2) *Horns and audible signaling devices*. No person shall sound any signaling device on any vehicle except as a warning of danger.
- (3) *Engine exhausts*. No person shall discharge the exhaust or permit the discharge of exhaust of any steam engine, stationary internal combustion engine, motorboat, motor vehicle or snowmobile except through a muffler or other device that effectively prevents loud or explosive noises therefrom and complies with all applicable state laws and regulations.
- (4) *Defective vehicles or loads*. No person shall use any vehicle so out of repair or so loaded as to create loud and unnecessary grating, grinding, rattling or other noise.
- (5) *Sound amplification devices*. No person shall use or operate or permit the use or operation of any radio receiving set, musical instrument, phonograph, paging system, machine or other device for the production or reproduction of sound in a distinctly and loudly audible manner as to disturb the peace, quiet and comfort of any person nearby. Operation of any such set, instrument, phonograph, machine or other device between the hours of 10 pm and 7 am in such a manner as to be plainly audible at the property line of the structure or building in which it is located, in the hallway or apartment adjacent, or at a distance of 50 feet if the source is located outside a structure or building shall be prima facie evidence of a violation of this section.
- (6) *Social gatherings*. No person shall participate in any party or other gathering of people giving rise to noise which disturbs the peace, quiet or repose of the occupants of adjoining or other property. When a police officer determines that a gathering is creating such a noise

disturbance, the officer shall order all persons present, other than the owner or tenant of the premises where the disturbance is occurring, to disperse immediately. No person shall refuse to leave after being ordered by a police officer to do so. Every owner or tenants of such premises who has knowledge of the disturbance shall cooperate with police officers and shall make every reasonable effort to see that the disturbance is abated.

- (7) *Loudspeakers.* No person shall operate or permit the use or operation of any loudspeaker, sound amplifier or other device for the production or reproduction of sound on a street or other public place for the purpose of commercial advertising or attracting the attention of the public to any commercial establishment.
- (8) *Animals.* No person shall keep any animal that disturbs the comfort or repose of persons in the vicinity by its frequent or continued noise.
- (9) *Schools, churches and hospitals.* No person shall create any excessive noise on a street, alley or public grounds adjacent to any school, institution of learning, church or hospital when the noise unreasonably interferes with the working of the institution or disturbs or unduly annoys its occupants or residents and when conspicuous signs indicate the presence of such institution.

(Prior Code, § 209.020(B); Ord. No. 1003, 7-18-2022)

Sec. 14-48. - Hourly restriction of certain operations.

- (a) *Recreational vehicles.* Except for emergency purposes, no person shall drive or operate any minibike, snowmobile or other recreational vehicle not licensed for travel on public highways between the hours of 10 pm and 8 am.
- (b) *Domestic power equipment.* No person shall operate a power lawnmower, power hedge clipper, chain saw, mulch, garden tiller, edger, power device for bug eradication, drill or other similar domestic power maintenance equipment except between the hours of 8 am and 10 pm. Snow removal equipment is exempt from this provision.
- (c) *Refuse hauling.* No person shall collect or remove garbage or refuse in any residential district or any property within 150 feet of a residential zoning district in which collection can cause negative impacts to the adjacent residential district except between the hours of 7 am and 7 pm on Monday through Saturday.
- (d) *Construction activities.* No person shall engage in or permit construction activities involving the use of any kind of electric, diesel or gas-powered machine or other power equipment except between the hours of 7 am and 9 pm on any weekday or between the hours of 8 am and 9 pm on any weekend or holiday.
- (e) *Consumer fireworks.* No person shall discharge any consumer fireworks except between the hours of 8 am and 10 pm.

Sec. 14-49. - Receiving land use standards.

- (a) *Maximum noise levels by receiving land use districts.* No person shall operate or cause or permit to be operated any source of noise in such a manner as to create a noise level exceeding the limit set in Table 14-49 for the receiving land use category specified when measured at or within the property line of the receiving land use. The limits of the most restrictive district shall apply at the boundaries between different land use categories. The determination of land use shall be by its zoned designation.

Table 14-49—Sound Levels by Receiving Land Use Districts

	Day		Night	
	7 am—10 pm		10 pm—7 am	
Land Use Districts	L10	L50	L10	L50
Residential	65	60	55	50
Commercial	70	65	70	65
Industrial	80	85	80	75

- (b) *Exemptions.* The levels prescribed in subsection (a) of this section do not apply to noise originating on public streets and alleys but such noise shall be subject to other applicable sections of this article.

Sec. 14-50. - Air circulation devices.

- (a) No person shall permanently install or place any air circulation device, except a window air conditioning unit, in any outdoor location until the city manager or their designee determines that the device in that location will comply with the noise level standards prescribed in this article and issues a permit for the installation. Air circulation devices, except a window air conditioning unit, shall comply with the following setback and sound buffering requirements:
- (1) Air circulation devices shall be located at least ten feet from all property lines.

- (2) Air circulation devices shall be located at least 30 feet from an adjoining residence, except a separation of as little as 20 feet may be permitted if a sound buffer is provided as approved by the city manager or their designee.
- (3) Sound buffers shall consist of evergreen plantings, a retaining wall, fence, and/or on-site structure, such as a garage or a portion of the dwelling.
- (b) The noise produced by any window unit and by any existing air circulation device shall be attenuated by means deemed appropriate by the city manager or their designee, including, but not limited to, relocation of such device if the noise results in or contributes to a violation of this article.

(Prior Code, § 209.020(E); Ord. No. 1003, 7-18-2022)

Sec. 14-51. - Exception for emergency work.

Noise created exclusively in the performance of emergency work to preserve the public health, safety or welfare, or in the performance of emergency work necessary to restore a public service or eliminate a public hazard shall be exempt from the provisions of this article for a period not to exceed 24 hours after the work is commenced. Persons responsible for such work shall inform the city manager or their designee of the need to initiate such work or, if the work is commenced during non-business hours of the city, at the beginning of business hours of the first business day thereafter. Any person responsible for such emergency work shall take all reasonable actions to minimize the amount of noise.

(Prior Code, § 209.020(F); Ord. No. 1003, 7-18-2022)

Sec. 14-52. - Enforcement.

- (a) *Testing procedures.* The city manager or their designee shall adopt guidelines establishing the test procedures and instrumentation to be used in enforcing the provisions of this article imposing noise standards. A copy of such guidelines shall be kept on file in the office of the city manager or their designee and shall be available to the public for reference during office hours. Noise shall be measured on any property line of the tract on which the operation is located.
- (b) *Studies.* The city manager or their designee shall conduct such research, monitoring and other studies related to sound as are necessary or useful in enforcing this article and reducing noise in the city. They shall make such investigations and inspections in accordance with law as required in applying the provisions of this chapter.
- (c) *Noise impact statements.* The city manager or their designee may require any person applying to the city for a change in zoning classification or a permit or license for any structure, operation, process, installation, or alteration or project that may be considered a potential noise source to

submit a noise impact statement in a form acceptable to the officer. They shall evaluate each such statement and make appropriate recommendations to the city council or other agency or officer authorized to take the action or approve the license or permit applied for.

- (d) *Notice of certain violations.* When the city manager or their designee or the city's law enforcement agency determines that a noise exceeds the maximum sound level permitted under this article, they shall give written notice of the violation to the owner or occupant of the premises where the noise originates and shall order such person to correct or remove each specified violation.

(Prior Code, § 209.020(G); Ord. No. 1003, 7-18-2022)

Secs. 14-53—14-77. - Reserved.

EQUITY & INCLUSION TOOLKIT



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

Things to know about the toolkit

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

Equity & Inclusion Toolkit Instructions

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

Agenda Item Title:

Consider Amending Title 4, Chapter 404 of City Code (Noise Ordinance)

Brief Description:

Public Works staff is recommending amending the noise ordinance to provide additional staff exceptions to public agencies for small duration impact projects that have larger overall public benefits. The proposed changes would only further exempt other public agencies who have impacts for less than 3 days that have a overall public benefit.

Meeting Date(s):

3/2/26

Prepared by:

Jesse
Freihammer

Reviewed by:

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

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

What are the desired outcomes and impacts in the community?

The overall goal of the ordinance change is to allow other public agencies the ability to get noise exemptions for small public projects where there is an overall public benefit to do the night work. The ability to get an exemption instead of a noise variance process, can save the public agency time and money as well as save the public on overall project impacts.

Who will benefit from or be burdened by this decision?

The public agencies benefit by being able to get noise exemptions quicker since construction projects are very dynamic. The general public can benefit by these changes since decisions can be made quicker which can reduce overall public impacts. Cost savings can also be realized.

Some residents may be negatively impacted by feeling their voice is not heard by not having the ability to speak at a public hearing against the noise variance.

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

Residents may be upset if they do not have an opportunity to give feedback at a public meeting. If the noise ordinance is passed, residents would still be notified of the noise/project impacts ahead of the work.

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

No community engagement has taken place to date other than being presented to the Public Works Environment and Transportation Commission at their January 27, 2026 meeting and they recommended that Council adopt the proposed ordinance changes.

Equity Impact Analysis (Summary)

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

The overall goal of the ordinance change is to allow other public agencies the ability to get noise exemptions for small public projects where there is an overall public benefit to do the night work. The general public as a whole will benefit by streamlining the process which can impact project time as well as save time and money for agencies. Residents near these projects would still be notified ahead of any approved night-work but would not have a chance to provide comments at a public hearing.

Resources

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

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

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

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

Previous Completed Equity & Inclusion Toolkits

Excerpt from
**Roseville Public Works, Environment
and Transportation Commission
Meeting Minutes**

Tuesday, January 27, 2026, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

1. Introduction / Roll Call

Chair Ficek called the meeting to order at approximately 6:30 p.m., and at his request, Public Works Director Jesse Freihammer called the roll.

Present: Chair Bryant Ficek (arrived at 7:25 p.m.), Vice Chair Edwin Hodder, and Members Jarrod Cicha, Daniel Fergus, Allison Luongo, Des Mueller, and Katie Brokaw Palalay

Youth Commissioners: Alexis Jendro

Absent: Youth Commissioner Carsten Bauer (Excused)

Staff Present: Public Works Director Jesse Freihammer

4. Business Items

c. Noise Ordinance

Public Works Director Freihammer explained the current noise ordinance, including exemptions for city-led projects and emergencies. The process for requesting noise variances was detailed, including the 30-day timeframe and the need for public hearings. He proposed expanding exemptions to other agencies for up to three days of potential noise impact. The notification requirement for residents within a 500-foot area was maintained, but public hearings for staff exemptions were eliminated.

Acting Chair Hodder and Member Brokaw Palalay discussed the notification requirements and the efficiency of the proposed changes.

REQUEST FOR COUNCIL ACTION

Date: 3/2/2026

Item No.: 7.d.

Department Approval



City Manager Approval



Item Description: Appoint Commissioners to the Equity and Inclusion, Finance, Planning, and Public Works, Environment, and Transportation Commissions

Background

On February 17 and 19, the City Council interviewed applicants interested in appointment to the Equity and Inclusion, Finance, Planning, and Public Works, Environment, and Transportation Commissions.

The City Council will consider applicants for these commissions.

Equity and Inclusion – one (1) vacancy

- 1 vacancy for a partial term ending March 31, 2028

Finance – three (3) vacancies

- 1 vacancy for a term ending March 31, 2029
- 1 vacancy for a term ending March 31, 2029
- 1 vacancy for a term ending March 31, 2029

Planning – two (2) vacancies

- 1 vacancy for a term ending March 31, 2029
- 1 vacancy for a term ending March 31, 2029

Public Works, Environment, and Transportation Commission – one (1) vacancy

- 1 vacancy for a term ending March 31, 2029

Policy Objectives

Strategic Plan Priority Area: **Community and Civic Engagement**

Goal #2: Utilize Roseville's commissions to provide accessible pathways for residents of all backgrounds to shape city decisions and become better informed residents.

Success Indicators:

1. Residents are aware of and understand the opportunities for participation on city commissions.
2. There is growth in commission appointments from underrepresented groups
3. Commissioners understand their role and feel that they have an impact in city decision-making processes.

34 4. Commissioners are well-informed on issues related to their commission scope.

35
36 This item aligns with the Community and Civic Engagement strategic priority and supports
37 the desired impact that *Roseville’s public, across all demographics, feels informed and*
38 *valued for its feedback and input*. Appointing residents to advisory commissions advances
39 Goal #2.

40
41 Advisory commissions provide an important and ongoing opportunity for residents to
42 participate directly in city decision-making and policy discussions. Through the appointment
43 process, the City Council has a direct opportunity to move the needle on several of the
44 strategic plan's success indicators for this goal, as well as ensuring residents are aware of
45 and understand opportunities for participation on city commissions.

46
47 Regular appointments also support the development of well-informed commissioners who
48 understand their role and feel they have an impact in city decision-making. Collectively,
49 these appointments help strengthen representative community participation and advance
50 the City’s goals for inclusive and meaningful civic engagement.

51
52 **Equity Impact Summary**

53 Diverse policy-makers and policy advisors are key to serving residents and other
54 customers with excellence. The role of appointed boards, commissions, and councils is to
55 advise the Mayor and Council on city policies and practices. A governing body that mirrors
56 our population increases City government access to great ideas, strengthens innovation
57 and problem-solving, and ensures we are representing the viewpoints and considerations
58 of all our communities.

59
60 **Budget Implications**

61 None.

62
63 **Staff Recommendations**

64 Staff recommends that the Council make appointments to the Equity and Inclusion,
65 Finance, Planning, and Public Works, Environment, and Transportation Commissions.

66
67 **Requested Council Action**

68 Appoint _____ to the Equity and Inclusion Commission for a partial term ending March
69 31, 2028.

70 Appoint _____ to the Finance Commission for a term ending March 31, 2029.

71 Appoint _____ to the Finance Commission for a term ending March 31, 2029.

72 Appoint _____ to the Finance Commission for a term ending March 31, 2029.

73 Appoint _____ to the Planning Commission for a term ending March 31, 2029.

74 Appoint _____ to the Planning Commission for a term ending March 31, 2029.

75 Appoint _____ to the Public Works, Environment, and Transportation Commission for a
76 term ending March 31, 2029.

77
78 **Prepared by:** Rachel Boggs

Attachments: 1. 10.20.2025_Appointment and Reappointment Policy

2. Bench Handout 1- Spring 2026 Tally Sheet

CITY OF ROSEVILLE

APPOINTMENT AND REAPPOINTMENT POLICY ROSEVILLE CITIZEN ADVISORY COMMISSIONS

BACKGROUND

The City of Roseville has seven standing Advisory Commissions: Ethics, Finance, Equity and Inclusion, Parks and Recreation, Planning, Police Civil Service and Public Works, Environment and Transportation; the City also establishes other advisory groups as needed.

POLICY STATEMENT

It is the intent of this policy to establish a fair and open notification and selection process that encourages all Roseville residents to apply for appointments.

I. PROCEDURE STATEMENT – APPOINTMENTS

If a vacancy occurs because of resignation, death, moving from the City, removal from office, ineligibility for reappointment, etc. on any standing Advisory Commission, the following procedure will be used.

- A. Regular commission appointments and reappointments will occur each spring in March. If vacancies occur, the council will consider appointments to fill those vacancies in March or September.
- B. Annually, the City Council will establish dates to conduct interviews twice a year, and application deadlines to fill any commission vacancies. The time between the application deadline and interviews will be no more than 30 days.
- C. Commission vacancies will be advertised using the most relevant, effective and efficient method to reach as many residents as possible. These methods may include but are not limited to: social media, newspaper or print, electronic newsletter, cable television, city hall bulletin board.
- D. Applications received after the deadline will be held for the next round of appointments. Should a vacancy occur, any applicants on file will be notified by their preferred method listed in the application and given the date of the next round of interviews. After the next round, should an applicant not be appointed but remain interested, they will be invited to submit a new application.
- E. Names of applicants and applications will be provided to the City Council and the public after the application deadline.
- F. If fewer applications are received than twice the number of openings, the City Council may establish a new application deadline and Council meeting for interviews. If a new deadline is adopted, the vacancy will be re-advertised as described in 'C' above. Applicants whose applications were received before the original deadline will remain under consideration and need not reapply.
- G. Applicants will be interviewed by the City Council. The Chair, or the Chair's designee, of the Commission to which the applicant is seeking appointment will be invited to attend and participate in the interview process. Interviews are open to the public.
- H. The Council may fill a vacancy outside of the biannual basis should the need arise.

II. PROCEDURE STATEMENT - REAPPOINTMENTS

If a current Commission member's term is expiring and is eligible for reappointment, the following procedure will be used.

- A. No later than sixty days prior to the expiration of a term, each commission member whose term is expiring will be contacted to determine their interest in reappointment. For persons seeking reappointment, they will be asked to submit a new reappointment application.
- B. In January, Council will be advised of those Commissioners who are eligible for reappointment and if they are seeking reappointment. In addition, Council will be provided with the attendance record of any commissioner seeking reappointment. The Council will also be provided with written comments from the Chairperson of the Commission regarding the reappointment of the individual. Chair recommendations are not public data. At that time, Council will consider whether to interview commissioners seeking reappointment. If two council members request it, a commissioner seeking reappointment will be scheduled to attend an interview before the entire council.
- C. Should the Council determine that the individual merits reappointment, that person will be reappointed.
- D. Should the incumbent not wish to be reappointed or should the Council determine that the individual does not merit reappointment, the Council will follow the procedure for filling vacancies as described above.

III. APPOINTMENT TO OTHER CITY ADVISORY GROUPS

The Council may use the procedure outlined in Section I. and II. above for making appointments to other advisory groups, committees, task forces, etc.

Equity and Inclusion Commission

1 Vacancy(1 Partial Term, 4/1/26 - 3/31/2028

Bauer	Narayan Dhakal	Cassie Iverson
Groff	Megan Rodriquez	Narayan Dhakal
Roe	Narayan Dhakal	Megan Rodriquez
Schroeder	Narayan Dhakal	Cassie Iverson
Strahan	Megan Rodriquez	Kyle Randolph
E&I Chair	Kyle Randolph	Megan Rodriquez

Applicants

Narayan Dhakal	4	*second choice Parks and Recreation
Gary Dion	0	
Michelle Doyal	0	*second choice Planning
Cassie Iverson	2	
Victoria Nelson	0	
Julie Olsen	0	*second choice Planning
William Ostendorf	0	
Kyle Randolph	1	*second choice Finance
Megan Rodriquez	3	
Douchi Vue	0	

Finance Commission

3 Vacancies, (3 Full terms, each 4/1/2026 - 3/31/2029)

Bauer	Matthew Kaney	Martin Jeffers	
Groff	Andrew Johnson	Matthew Kaney	
Roe	Martin Jeffers	Matthew Kaney	Kyle Randolph
Schroeder	Martin Jeffers	Matthew Kaney	
Strahan	Kyle Randolph	Matthew Kaney	
Finance Chair	Martin Jeffers	Matthew Kaney	Kyle Randolph

Applicants

Martin Jeffers	3	*second choice Parks and Recreation
Andrew Johnson	1	
Matthew Kaney	5	
Kyle Randolph	2	

Planning Commission

2 Vacancies, (2 Full terms, each 4/1/2026 - 3/31/2029)

Bauer	Mindy Erickson	Rose Lindsay	Ben Schaefer	Amanda Ziebell Mawanda	
Groff	Jennifer Blake	Julie Olson			
Roe	Jennifer Blake	Michelle Doyal	Amanda Ziebell Mawanda		
Schroeder	Mindy Erickson	Rose Lindsay	Ben Schaefer	Amanda Ziebell Mawanda	
Strahan	Rose Lindsay	Michelle Doyal	Ben Schaefer		
Planning Chair	Michelle Doyal	Rose Lindsay	Ben Schaefer	Charles Tedder	Amanda Ziebell Mawanda

Applicants

Jennifer Blake	2	*second choice PWET
Michelle Doyal	2	
Mindy Erickson	2	*second choice EIC
Rose Lindsay	4	*second choice PWET
Julie Olson	1	
Ben Schaefer	3	
Charles Tedder	0	*second choice PWET
David Tidball	0	*second choice PWET
Amanda Ziebell Mawanda	3	*second choice EIC

PWET Commission

1 Vacancy(1 Full Term, 4/1/26 - 3/31/2029

Bauer	Luke Sandstrom	Charles Tedder	
Groff	Luke Sandstrom	Alana Howey	
Roe	Rose Lindsay	Luke Sandstrom	
Schroeder	Luke Sandstrom	Charles Tedder	
Strahan	Rose Lindsay	Luke Sandstrom	
PWET Chair	Rose Lindsay	Luke Sandstrom	Charles Tedder

Applicants

Alana Howey	1	
Rose Lindsay	2	
Erik Noren	0	*second choice Planning
Luke Sandstrom	5	*second choice Parks and Recreation
Charles Tedder	2	

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/2/2026

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	\$182,009.74
114979-115030	\$275,061.72
Total	\$457,071.46

A detailed report of the claims is attached. The City Staff has reviewed the claims and considers them to be appropriate for the goods and services received.

Policy Objectives

Under MN State Statute, all claims are required to be paid within 35 days of receipt.

Equity Impact Summary

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

Budget Implications

All expenditures listed above have been funded by the current budget, from donated monies, or from cash reserves.

Staff Recommendations

Staff recommends approval of all payment of claims.

33
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

ATTACHMENT 1:CHECKS FOR APPROVAL

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 00-00 GENERAL					
100-00-00-210300	State Income Tax	METROPOLITAN LIFE INSURANC	Remittance Check	4,040.50	115025
100-00-00-210300	State Income Tax	METROPOLITAN LIFE INSURANC	Remittance Check	4,040.50	115025
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	2,197.89	6358
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	4,172.00	6358
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	150.00	6358
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	603.21	6358
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	5,417.00	6358
100-00-00-211101	Mission SQ Roth	Mission Square	Remittance Check	400.00	6358
100-00-00-211200	MN Child Support Payments	MN Child Support Payment 021726		313.79	114985
Total Department 00-00 GENERAL				21,334.89	
Department: 01-00 CITY COUNCIL					
100-01-00-430000	Professional Services	TimeSaver Off Site Secreta CC	MINUTES	606.38	6364
100-01-00-430000	Professional Services	TimeSaver Off Site Secreta CC	MEETING	385.51	6364
100-01-00-430000	Professional Services	TimeSaver Off Site Secreta E&I	MINUTES	219.50	6364
100-01-00-430005	Community Grants	TUBMAN	TUBMAN SERVICES UNDER PROFESSIONAL SE	20,000.00	115024
100-01-00-433000	Advertising	St. Paul Pioneer Press	JAN ADVERTISING	172.06	114989
Total Department 01-00 CITY COUNCIL				21,383.45	
Department: 02-00 ADMINISTRATION					
100-02-00-430000	Professional Services	Alerus Financial NA	COBRA DEC 25 SERVICE FEE PAID JAN 25	177.00	115021
100-02-00-430000	Professional Services	Metro-INET	FEBRUARY IT SERVICES	86,124.00	6366
100-02-00-430099	Drug Testing	Vault Health	RANDOM DRUG AND ALCOHOL TEST ANNUAL S	500.00	115007
100-02-00-442000	Memberships & Subscription	MAMA-Metropolitan Area Man	2026 MEMBERSHIP DUES - MAMA	60.00	114984
Total Department 02-00 ADMINISTRATION				86,861.00	
Department: 04-00 FINANCE					
100-04-00-430000	Professional Services	TimeSaver Off Site Secreta FC	MINUTES	261.00	6364
Total Department 04-00 FINANCE				261.00	
Department: 10-00 POLICE DEPARTMENT					
100-10-00-424000	Operating Supplies	Interstate All Battery Cen	BATTERIES AA	141.00	114994
Total Department 10-00 POLICE DEPARTMENT				141.00	
Department: 13-00 FIRE DEPARTMENT					
100-13-00-422000	Clothing	Aspen Mills Inc.	PREISTER	792.67	114981
100-13-00-422000	Clothing	Aspen Mills Inc.	SELBY	209.97	114981
100-13-00-422000	Clothing	Aspen Mills Inc.	SELBY	29.70	114981
Total Department 13-00 FIRE DEPARTMENT				1,032.34	
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
100-20-20-420000	Office Supplies	CES Imaging	INK SHIPPING FEE	16.95	115003
100-20-20-420000	Office Supplies	Definitive Technology Solu	WASTE TONER CARTRIDGE	60.50	115012
Total Department 20-20 PUBLIC WORKS ADMINISTRATION				77.45	
Department: 20-21 STREET DEPARTMENT					
100-20-21-424000	Operating Supplies	SKB Environmental, Inc.	ILLEGAL DUMPING DISPOSAL	476.12	114980
100-20-21-424000	Operating Supplies	Warning Lites of MN, Inc.	TYPE 1 PLASTIC BARRICADES WITH LIGHTS	250.50	115006
Total Department 20-21 STREET DEPARTMENT				726.62	
Department: 20-30 VEHICLE MAINTENANCE					
100-20-30-421000	Motor Fuel	Mansfield Oil Company of G	DIESEL MOTOR FUEL	9,747.75	115005
100-20-30-421000	Motor Fuel	Mansfield Oil Company of G	UNLEADED MOTOR FUEL	8,550.09	115005
100-20-30-422000	Clothing	Cintas Corporation	UNIFORM	43.76	114998

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 20-30 VEHICLE MAINTENANCE					
100-20-30-423000	Vehicle Supplies & Mainten	Allstate Peterbilt of Sout	AIR FILTERS	24.72	115008
100-20-30-423000	Vehicle Supplies & Mainten	Allstate Peterbilt of Sout	FILTERS	22.50	115008
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	SEALS	24.36	6356
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	TIRE PRESSURE SENSORS	133.76	6356
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	VEHICLE BATTERY	281.78	6356
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	VEHICLE BATTERIES	447.68	6356
100-20-30-423000	Vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	VEHICLE BATTERY	146.73	6356
100-20-30-423000	Vehicle Supplies & Mainten	Jeff Belzers Roseville Chr	BRAKE PAD KITS	385.50	115015
100-20-30-423000	Vehicle Supplies & Mainten	Lano Equipment, Inc.	FENDER SUPPORT	475.60	115002
100-20-30-423000	Vehicle Supplies & Mainten	Transwest	SPRING BRAKE CAMS	194.86	115017
Total Department 20-30 VEHICLE MAINTENANCE				20,479.09	
Department: 23-00 BUILDING MAINTENANCE					
100-23-00-439001	CONTRACT MAINTENANCE - CIT	API Garage Door	2/4/26: UPPER POLICE DOOR 1 FOUND A M	242.50	115018
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Davis Lock & Safe Inc	ONSITE LABOR TO SWAP LOCK PROVIDED CH	275.00	114987
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Davis Lock & Safe Inc	BEST KEYS - G LEXINGTON SHOPS DANCE/A	30.00	114987
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Davis Lock & Safe Inc	PASSAGE MORTISE BODY CH LL OLD IT OFF	653.00	114987
Total Department 23-00 BUILDING MAINTENANCE				1,200.50	
Total Fund 100 General Fund				153,497.34	
Fund: 103 Contracted Engineering Svcs					
Department: 00-00 GENERAL					
103-00-00-230150	Cell Tower Escrow	Smartlink, LLC	RETURN OF WIRELESS EQUIPMENT ESCROW	5,188.00	115022
103-00-00-230150	Cell Tower Escrow	Smartlink, LLC	RETURN OF WIRELESS EQUIPMENT ESCROW	5,818.75	115022
Total Department 00-00 GENERAL				11,006.75	
Total Fund 103 Contracted Engineering Svcs				11,006.75	
Fund: 200 Recreation Fund					
Department: 40-40 RECREATION ADMINISTRATION					
200-40-40-431000	Telephone	T Mobile	CELL PHONE BILL	511.05	115009
200-40-40-431100	Postage	Postmaster-Mailing Require	FOR DEPOSIT TO PI 2437	7,513.32	114979
200-40-40-433000	Advertising	MRPA	INTERN JOB POSTING	50.00	114986
Total Department 40-40 RECREATION ADMINISTRATION				8,074.37	
Department: 40-41 RECREATION FEE PROGRAMS					
200-40-41-424000-PR0234	Operating Supplies	Little Saints Photography	SWEETHEART DANCE PHOTOGRAPHER	300.00	115010
200-40-41-430000-PR0210	Professional Services	AARP Driver Safety Program	FEBRUARY 10 AARP CLASS PAYMENT	105.00	115020
Total Department 40-41 RECREATION FEE PROGRAMS				405.00	
Department: 40-53 SKATING CENTER					
200-40-53-412000	Temporary Employees	ALLEN, BRYAN	ANNOUNCING SERVICES	100.00	115023
200-40-53-412000	Temporary Employees	Andrew Knutson	SCORECLOCK SERVICES	490.00	115019
200-40-53-412000	Temporary Employees	Guilder, Joe Van	ANNOUNCING SERVICES	1,400.00	115011
200-40-53-412000	Temporary Employees	Keeley, Lissa	SCORECLOCK SERVICES	560.00	115016
200-40-53-424000	Operating Supplies	Fikes, Inc.	BATHROOMS SUPPLIES	287.46	6363
200-40-53-424000	Operating Supplies	GRAINGER	SQUEEGIE BLADE	839.40	114983
200-40-53-424000	Operating Supplies	R & R Specialties of Wisco	SNOW BREAKER CONVEYOR	312.82	6360
200-40-53-425000-PR5512	Merchandise for Sale	Shamrock Group, Inc.	SODA FOR CONCESSIONS	323.84	115001
200-40-53-425000-PR5512	Merchandise for Sale	Watson Company	SUPPLIES FOR CONCESSIONS	599.05	115000
200-40-53-439000	CONTRACT MAINTENANCE	Ban-Koe Systems, Inc.	PULL STATION ISSUE	351.18	114991
200-40-53-439000	CONTRACT MAINTENANCE	Total Mechanical Services,	OIL PUMP SHAFT SEAL	2,350.27	115014
Total Department 40-53 SKATING CENTER				7,614.02	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 200 Recreation Fund					
Total Fund 200 Recreation Fund				16,093.39	
Fund: 204 PARK MAINTENANCE					
Department: 40-43 RECREATION MAINTENANCE					
204-40-43-431000	Telephone	T Mobile	CELL PHONE BILL	442.91	115009
Total Department 40-43 RECREATION MAINTENANCE				442.91	
Total Fund 204 PARK MAINTENANCE				442.91	
Fund: 400 Equipment Revolving					
Department: 10-00 POLICE DEPARTMENT					
400-10-00-453000	Other Improvements	STREICHER'S	GAS MASKS (5) - TACTICAL GEAR	1,645.00	6361
400-10-00-453000	Other Improvements	STREICHER'S	FACESHIELDS (15) - TACTICAL GEAR	3,555.00	6361
Total Department 10-00 POLICE DEPARTMENT				5,200.00	
Total Fund 400 Equipment Revolving				5,200.00	
Fund: 401 Fire Equipment					
Department: 13-00 FIRE DEPARTMENT					
401-13-00-453000	Other Improvements	MacQueen Equipment	FACEPIECES	3,164.72	6359
401-13-00-453000	Other Improvements	MES SERVICE COMPANY LLC	TURNOUT GEAR	3,647.00	6362
401-13-00-453000	Other Improvements	MES SERVICE COMPANY LLC	AEROFLEX COAT AND PANTS	8,982.68	6362
Total Department 13-00 FIRE DEPARTMENT				15,794.40	
Total Fund 401 Fire Equipment				15,794.40	
Fund: 410 GENERAL FACILITIES REPLACEMENT FUND					
Department: 23-00 BUILDING MAINTENANCE					
410-23-00-453000	Other Improvements	SOS OFFICE FURNITURE	OWASSO ROOM FURNITURE	6,556.95	115004
410-23-00-453000	Other Improvements	SOS OFFICE FURNITURE	CHIEF'S CONFERENCE ROOM FURNITURE	3,076.05	115004
Total Department 23-00 BUILDING MAINTENANCE				9,633.00	
Total Fund 410 GENERAL FACILITIES REPLACEMENT FUND				9,633.00	
Fund: 411 Recreation Improvements					
Department: 40-40 RECREATION ADMINISTRATION					
411-40-40-453000-PR2332	Recreation Improvements	Century Fence, Co	FENCE ALONG PAVED PATH NEAR VOLLEYBAL	7,200.00	114982
Total Department 40-40 RECREATION ADMINISTRATION				7,200.00	
Total Fund 411 Recreation Improvements				7,200.00	
Fund: 600 Sanitary Sewer					
Department: 00-00 GENERAL					
600-00-00-202000	Accounts Payable	PINEWOOD LLC	UB refund for account: 027218-000	0.76	115030
600-00-00-202000	Accounts Payable	PINEWOOD LLC	UB refund for account: 027218-000	5.07	115030
Total Department 00-00 GENERAL				5.83	
Department: 50-00 SANITARY SEWER					
600-50-00-370100	SANITARY SEWER - CONSUMPTI	ROC RIDGE, LLC	REFUND OF OVERBILLING DUE TO IRR METE	2,875.45	115029
600-50-00-424000	Operating Supplies	Warning Lites of MN, Inc.	TYPE 1 PLASTIC BARRICADES WITH LIGHTS	250.50	115006
600-50-00-424200-PW2607	Repairs & Maintenance	DAN AYD	I&I GRANT REBATE 50%	3,500.00	115027
600-50-00-424200-PW2607	Repairs & Maintenance	EMILY BERGQUIST	I&I GRANT REBATE 50%	5,000.00	115026
600-50-00-424200-PW2607	Repairs & Maintenance	TIMOTHY BERAN	I&I GRANT REBATE 50%	5,000.00	115028
600-50-00-430000	Professional Services	Gopher State One Call	LOCATE TICKETS	76.97	6357
600-50-00-430000	Professional Services	InfoSend, Inc.	DECEMBER 2025 BILLING	134.39	6365
600-50-00-430000	Professional Services	InfoSend, Inc.	JANUARY 2026 BILLING	347.37	6365

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 600 Sanitary Sewer					
Department: 50-00 SANITARY SEWER					
600-50-00-431100	Postage	InfoSend, Inc.	DECEMBER 2025 BILLING	413.06	6365
600-50-00-431100	Postage	InfoSend, Inc.	JANUARY 2026 BILLING	302.46	6365
600-50-00-439000	CONTRACT MAINTENANCE	Cummins Sales and Service	LOUNGE LIFT STATION GENERATOR REPAIR	857.32	114999
600-50-00-452000	Vehicles / Equipment	EWALD CHRYSLER JEEP DODGE,	2024 RAM 2500, BRIGHT WHITE CLEARCOAT	54,719.00	6367
Total Department 50-00 SANITARY SEWER				73,476.52	
Total Fund 600 Sanitary Sewer				73,482.35	
Fund: 610 Water Fund					
Department: 00-00 GENERAL					
610-00-00-202000	Accounts Payable	PINEWOOD LLC	UB refund for account: 027218-000	0.27	115030
610-00-00-202000	Accounts Payable	PINEWOOD LLC	UB refund for account: 027218-000	5.33	115030
610-00-00-209000	Sales Tax Payable	ROC RIDGE, LLC	REFUND OF OVERBILLING DUE TO IRR METE	297.19	115029
Total Department 00-00 GENERAL				302.79	
Department: 51-00 WATER FUND					
610-51-00-371000	WATER - ROSEVILLE - CONSUM	ROC RIDGE, LLC	REFUND OF OVERBILLING DUE TO IRR METE	2,405.73	115029
610-51-00-371050	WATER - ROSEVILLE FLAT	ROC RIDGE, LLC	REFUND OF OVERBILLING DUE TO IRR METE	1,089.23	115029
610-51-00-424000	Operating Supplies	Cemstone Products Co, Inc.	CONCRETE	1,775.50	114990
610-51-00-424000	Operating Supplies	Warning Lites of MN, Inc.	TYPE 1 PLASTIC BARRICADES WITH LIGHTS	250.50	115006
610-51-00-430000	Professional Services	Gopher State One Call	LOCATE TICKETS	76.97	6357
610-51-00-430000	Professional Services	InfoSend, Inc.	DECEMBER 2025 BILLING	134.38	6365
610-51-00-430000	Professional Services	InfoSend, Inc.	JANUARY 2026 BILLING	347.38	6365
610-51-00-430000	Professional Services	Twin City Water Clinic, In	JANUARY DISTRIBUTION SAMPLES	680.00	114988
610-51-00-430000	Professional Services	Water Conservation Service	WATER LEAK LOCATES 1/22-2/02 2026	2,995.86	114997
610-51-00-431100	Postage	InfoSend, Inc.	DECEMBER 2025 BILLING	413.06	6365
610-51-00-431100	Postage	InfoSend, Inc.	JANUARY 2026 BILLING	302.47	6365
610-51-00-439000	CONTRACT MAINTENANCE	Q3 Contracting, Inc.	TRAFFIC CONTROL	428.40	114996
610-51-00-443600	Software Operating Charges	Comcast	706 SHRYER ETHERNET	522.45	114992
Total Department 51-00 WATER FUND				11,421.93	
Total Fund 610 Water Fund				11,724.72	
Fund: 620 Golf Course					
Department: 52-51 CEDARHOLM GOLF COURSE					
620-52-51-431000	Telephone	T Mobile	CELL PHONE BILL	68.14	115009
Total Department 52-51 CEDARHOLM GOLF COURSE				68.14	
Total Fund 620 Golf Course				68.14	
Fund: 640 Storm Drainage					
Department: 00-00 GENERAL					
640-00-00-202000	Accounts Payable	PINEWOOD LLC	UB refund for account: 027218-000	2.97	115030
Total Department 00-00 GENERAL				2.97	
Department: 54-00 STORM WATER					
640-54-00-424000	Operating Supplies	Warning Lites of MN, Inc.	TYPE 1 PLASTIC BARRICADES WITH LIGHTS	250.50	115006
640-54-00-430000	Professional Services	Gopher State One Call	LOCATE TICKETS	76.96	6357
640-54-00-430000	Professional Services	InfoSend, Inc.	DECEMBER 2025 BILLING	134.38	6365
640-54-00-430000	Professional Services	InfoSend, Inc.	JANUARY 2026 BILLING	347.38	6365
640-54-00-430000	Professional Services	TimeSaver Off Site Secreta	PWET MINUTES	302.50	6364
640-54-00-431100	Postage	InfoSend, Inc.	DECEMBER 2025 BILLING	413.06	6365
640-54-00-431100	Postage	InfoSend, Inc.	JANUARY 2026 BILLING	302.47	6365
Total Department 54-00 STORM WATER				1,827.25	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 640 Storm Drainage					
Total Fund 640 Storm Drainage				1,830.22	
Fund: 650 ENVIRONMENTAL					
Department: 00-00 GENERAL					
650-00-00-202000	Accounts Payable	PINEWOOD LLC	UB refund for account: 027218-000	1.74	115030
Total Department 00-00 GENERAL				1.74	
Department: 65-00 SOLID WASTE RECYCLE					
650-65-00-430000	Professional Services	Erickson Electric Company, EV CHARGING EQUIPMENT		17,100.00	115013
650-65-00-430000	Professional Services	WM Corporate Services, Inc JAN RECYCLING SERVICES		60,037.50	114995
Total Department 65-00 SOLID WASTE RECYCLE				77,137.50	
Total Fund 650 ENVIRONMENTAL				77,139.24	
Fund: 710 Risk Management					
Department: 61-00 RISK MANAGEMENT					
710-61-00-435000	Insurance	League of MN Cities Ins Tr Property/Casualty Coverage Premium, A		73,959.00	114993
Total Department 61-00 RISK MANAGEMENT				73,959.00	
Total Fund 710 Risk Management				73,959.00	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY GL DISTRIBUTION ---					
		100-00-00-210300	State Income Tax	8,081.00	
		100-00-00-211100	ICMA Def Comp	12,540.10	
		100-00-00-211101	Mission SQ Roth	400.00	
		100-00-00-211200	MN Child Support Payments	313.79	
		100-01-00-430000	Professional Services	1,211.39	
		100-01-00-430005	Community Grants	20,000.00	
		100-01-00-433000	Advertising	172.06	
		100-02-00-430000	Professional Services	86,301.00	
		100-02-00-430099	Drug Testing	500.00	
		100-02-00-442000	Memberships & Subscriptions	60.00	
		100-04-00-430000	Professional Services	261.00	
		100-10-00-424000	Operating Supplies	141.00	
		100-13-00-422000	Clothing	1,032.34	
		100-20-20-420000	Office Supplies	77.45	
		100-20-21-424000	Operating Supplies	726.62	
		100-20-30-421000	Motor Fuel	18,297.84	
		100-20-30-422000	Clothing	43.76	
		100-20-30-423000	Vehicle Supplies & Maintenance	2,137.49	
		100-23-00-439001	CONTRACT MAINTENANCE - CITY HALL	1,200.50	
		103-00-00-230150	Cell Tower Escrow	11,006.75	
		200-40-40-431000	Telephone	511.05	
		200-40-40-431100	Postage	7,513.32	
		200-40-40-433000	Advertising	50.00	
		200-40-41-424000-PR0234	Operating Supplies	300.00	
		200-40-41-430000-PR0210	Professional Services	105.00	
		200-40-53-412000	Temporary Employees	2,550.00	
		200-40-53-424000	Operating Supplies	1,439.68	
		200-40-53-425000-PR5512	Merchandise for Sale	922.89	
		200-40-53-439000	CONTRACT MAINTENANCE	2,701.45	
		204-40-43-431000	Telephone	442.91	
		400-10-00-453000	Other Improvements	5,200.00	
		401-13-00-453000	Other Improvements	15,794.40	
		410-23-00-453000	Other Improvements	9,633.00	
		411-40-40-453000-PR2332	Recreation Improvements	7,200.00	
		600-00-00-202000	Accounts Payable	5.83	
		600-50-00-370100	SANITARY SEWER - CONSUMPTION	2,875.45	
		600-50-00-424000	Operating Supplies	250.50	
		600-50-00-424200-PW2607	Repairs & Maintenance	13,500.00	
		600-50-00-430000	Professional Services	558.73	
		600-50-00-431100	Postage	715.52	
		600-50-00-439000	CONTRACT MAINTENANCE	857.32	
		600-50-00-452000	Vehicles / Equipment	54,719.00	
		610-00-00-202000	Accounts Payable	5.60	
		610-00-00-209000	Sales Tax Payable	297.19	
		610-51-00-371000	WATER - ROSEVILLE - CONSUMPTION	2,405.73	
		610-51-00-371050	WATER - ROSEVILLE FLAT	1,089.23	
		610-51-00-424000	Operating Supplies	2,026.00	
		610-51-00-430000	Professional Services	4,234.59	
		610-51-00-431100	Postage	715.53	
		610-51-00-439000	CONTRACT MAINTENANCE	428.40	
		610-51-00-443600	Software Operating Charges	522.45	
		620-52-51-431000	Telephone	68.14	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		640-00-00-202000	Accounts Payable	2.97	
		640-54-00-424000	Operating Supplies	250.50	
		640-54-00-430000	Professional Services	861.22	
		640-54-00-431100	Postage	715.53	
		650-00-00-202000	Accounts Payable	1.74	
		650-65-00-430000	Professional Services	77,137.50	
		710-61-00-435000	Insurance	73,959.00	
--- TOTALS BY FUND ---					
	100		General Fund	153,497.34	
	103		Contracted Engineering Svcs	11,006.75	
	200		Recreation Fund	16,093.39	
	204		PARK MAINTENANCE	442.91	
	400		Equipment Revolving	5,200.00	
	401		Fire Equipment	15,794.40	
	410		GENERAL FACILITIES REPLACEMENT FUND	9,633.00	
	411		Recreation Improvements	7,200.00	
	600		Sanitary Sewer	73,482.35	
	610		Water Fund	11,724.72	
	620		Golf Course	68.14	
	640		Storm Drainage	1,830.22	
	650		ENVIRONMENTAL	77,139.24	
	710		Risk Management	73,959.00	
		Total For All Funds:		<u>457,071.46</u>	

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/2/2026

Item No.: 10.b.

Department Approval



City Manager Approval



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

1
2 **Background**

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

8
9 Staff will note that, unless noted otherwise, all items contained in this report were previously identified
10 and included in the adopted budget or Capital Improvement Plan (CIP) submitted for Council review
11 during the most recent budget cycle. This information package included a CIP Project/Initiative summary
12 which identified the type of purchase, estimated cost, funding source, and other supporting narrative.
13 Where applicable, these project/initiative summaries are included with *Attachment 2*.

14
15
16 **Policy Objectives**

17 Required under City Code 103.05.
18
19

20 **Equity Impact Summary**

21 Payments to vendors contribute to the local economy by supporting businesses within the community,
22 including those owned by people of color. Ensuring equitable distribution of contracts and payments
23 among vendors, particularly minority-owned businesses, can help promote economic equity. This
24 supports broader goals of reducing racial economic disparities as well as Roseville's aspiration to be a
25 community that is economically prosperous with a stable and broad tax base and vibrant small
26 businesses.
27

28
29 **Budget Implications**

30 Funding for all items is provided for in the current budget or through pre-funded capital replacement
31 funds.
32
33

34 **Staff Recommendations**

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

37
38
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44

Requested Council Action

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

Prepared by: Phil Weix - Assistant Finance Director

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

45

General Purchases or Contracts

Division	Vendor	Description	Key	Budget Amount	P.O. Amount	Budget / CIP
Police Department	SHI International Corporation	28 Pocket Jet Squad Printers	(a)	\$ 14,420	\$ 10,359	2026 CIP
P&R - Skating Center	Engineered Floors, LLC	Carpet Tile for Banquet Room Hallway	(b)	\$ 30,000	\$ 23,767	2026 CIP
Parks and Recreation	Flagship Recreation	Autumn Grove Park Playground	(c)	\$ 225,000	\$ 225,000	2026 CIP
Parks and Recreation	Flagship Recreation	Applewood Park Playground	(d)	\$ 175,000	\$ 175,000	2026 CIP
Parks and Recreation	Flagship Recreation	Sandcastle Park Playground	(e)	\$ 200,000	\$ 200,000	2026 CIP
Fire Department	Bound Tree Medical	UCapIt Software and EMS Machine	(f)	\$ 100,000	\$ 11,920	2026 CIP

Key

- The Police Department is replacing the squad printers. This is a planned replacement that is scheduled every 5 years and coincides with the replacement of the squad computers. The current units are starting to fail due to the high usage and temperature changes in the squads. The replacement is budgeted in the 2026 CIP for \$14,420 which was the total cost of the prior replacements in 2020-2021. SHI was able to secure the printers at a lower cost causing the quote to be in under budget. As new squads are purchased in 2026, additional printers will be ordered as well as a few extra so spares are available should one fail which will bring the total cost more in line with the budgeted amount.
- (a)
- The Skating Center will be replacing the carpet in hallway to the banquet room. This area is one of the first places visitors see as they enter the north doors for banquets, weddings, meetings, etc. The old carpet was installed in 2016 and the heavy use in this area is showing with stains and general wear and tear. It is important to keep the area updated and clean for the guests as they rent the facility. The typical life span of the carpet is 10 years. This is budgeted out of the 2026 Facilities CIP with a budget of \$30,000. After soliciting multiple competitive quotes, the lowest responsible bid came in below the original CIP estimate, which was developed more than a year in advance using standard square-footage cost assumptions rather than formal quotations.
- (b)
- The Autumn Grove Park Playground was installed in 2006 and at that time, the industry standard for expected useful life was 15 years. The current playground is one of Roseville's most used playsets due to its position in a relatively dense neighborhood, and the prevalence of recreational programming in the park. The equipment is significantly faded and worn due to many years of use and replacement parts are no longer available. The playground also needs replacement as it is not up to our current concrete curb standards. The expected life of the new equipment is 20 years and is budgeted in the 2026 PIP CIP.
- (c)
- The Applewood Park Playground was installed in 2005 and at that time, the industry standard for expected useful life was 15 years. The current playground is one of the oldest in the Parks and Rec system and due to the residential density around the park, it is heavily used. The playground replacement has been deferred twice due to satisfactory condition, but is now in need of replacement. The expected life of the new equipment is 20 years and is budgeted in the 2026 PIP CIP.
- (d)
- The Sandcastle Park Playground was installed in 2006 and at that time, the industry standard for expected useful life was 15 years. The current equipment is ready for replacement based on its age and its low condition rating. The staff have also received requests from the neighborhood to update the equipment. A consultant will be used to endure the community's input is incorporated into the final design. The expected life of the new equipment is 20 years and is budgeted in the 2026 PIP CIP.
- (e)
- The EMS machine and UCapIt software is an industry standard device used to help store and track EMS supplies while automating our resupply process. The system is similar to a "vending" machine that you enter an identification code into, and then select the items that you need. This will better help us to associate what emergency incident utilized supplies so we can better recover those used supplies from the appropriate transport agency reducing overall operational costs.
- (f)
- Additionally we will be able to utilize this system to dispense our controlled substances hoping to provide a more reliable and controlled solution for tracking these medications then we currently are able to utilize all while remaining in compliance with federal regulations related to controlled substances. This is part of the \$100,000 2026 CIP budget for EMS equipment.

Department/Division: Skating Center

Project/Initiative Title: Banquet Room Hallway/General Office/Timing room floor replacement

Total Estimated Cost: \$30,000

Funding Source: CIP

Annual Operating Budget Impact: \$1,000

Project/Initiative Description:

These carpeted areas were installed in 2016. The heavy use of the areas takes a toll on the carpet, and it is time to replace as stains and general wear, and tear are showing. With this area being one of the first that people see when they enter the north doors for banquets, weddings/ meetings and other, it's important to the facility to keep the area updated and clean for our patrons. The typical life span of this carpeted area is 10 years.

Asset Location: OVAL

Current Asset Installation Year: 2016

Expected Lifespan for Asset: 6-8 Years

Asset Location: Banquet Room Hallway carpet/flooring

Department/Division: Parks
Project/Initiative Title: Autumn Grove Playground
Total Estimated Cost: \$225,000
Funding Source: Park Improvement Fund
Annual Operating Budget Impact:

Project/Initiative Description:

Playgrounds installed prior to the Parks and Recreation Renewal Program Replacements in 2012 had an industry standard expected useful life of 15 years, depending on use. Playgrounds installed after the 2012 Renewal Program have an expected useful life of 20 years.

Autumn Grove Park is one of Roseville's most used playsets due to its position in a relatively dense neighborhood, and the prevalence of recreational programming in the park. The current playground is significantly faded and worn due to many years of wear and tear, and replacement parts are no longer available.

This is also is one of the few playgrounds in Roseville that is not up to our current concrete curb standards.

The 2010 concept plan called for consideration of moving the playground to adjacent to the building. Staff will meet with the neighborhood to discuss this, and other comments about the park, prior to installation.

All playgrounds are inspected three times per year for safety and a commission rating.

Asset Location:

Autumn Grove Park
1365 Lydia Ave W

Current Asset Installation Year:

2006

Expected Lifespan for Asset:

20 Years

Department/Division: Parks
Project/Initiative Title: Applewood Playground
Total Estimated Cost: \$175,000
Funding Source: Park Improvement Fund
Annual Operating Budget Impact:

Project/Initiative Description:

Playgrounds installed prior to the Parks and Recreation Renewal Program Replacements in 2012 had an industry standard expected useful life of 15 years, depending on use. Playgrounds installed after the 2012 Renewal Program have an expected useful life of 20 years.

The Applewood Playground is one of the oldest in the Parks and Recreation system, and due to the density of housing around the park, it is heavily used. The playground has faded, chipped, and is generally beyond the end of its useful life. This playground replacement has twice been deferred due to satisfactory condition, but is now in need of replacement based on both its condition and age.

Staff will engage the neighborhood throughout the design process.

Asset Location:

Applewood Park
2038 Arona Street

Current Asset Installation Year:

2005

Expected Lifespan for Asset:

20 Years

Department/Division: Parks
Project/Initiative Title: Sandcastle Playground
Total Estimated Cost: \$200,000
Funding Source: Park Improvement Fund 411
Annual Operating Budget Impact:

Project/Initiative Description:

Playgrounds installed prior to the Parks and Recreation Renewal Program Replacements in 2012 had an industry standard expected useful life of 13 years, depending on use. Playgrounds installed after the 2012 Renewal Program have an expected useful life of 20 years.

The Sandcastle Playground was installed in 2006 and has a low condition rating. It is ready for replacement based on both age (20 years) and condition. Staff have also received requests from the neighborhood to update the playground.

Staff and the consultant will meet with the neighborhood multiple times to ensure community input is incorporated into the final design.

Asset Location:

Sandcastle Park
3060 Patton Road

Current Asset Installation Year:

2006

Expected Lifespan for Asset:

20 Years

2026 Capital Improvement Plan

Project/Initiative Summary

Department/Division: Fire Department
Project/Initiative Title: EMS Equipment
Total Estimated Cost: \$100,000
Funding Source: Fire Vehicle & Equipment Fund (401)
Annual Operating Budget Impact:

Project/Initiative Description:

This project supports Fire Department operations by ensuring appropriate equipment and infrastructure to maintain reliable emergency response capabilities related to EMS equipment. These funds will be used to assure that the department can continue to provide reliable ALS medical care.

Location: TBD

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/2/2026

Item No.: 10.c.

Department Approval



City Manager Approval



Item Description: Approve Ramsey County Cooperative Agreement for Fairview Avenue from Larpenteur Avenue to County Road B2

1
2 **Background**

3 As part of Ramsey County's Transportation Improvement Plan for 2026, the County will
4 resurface Fairview Avenue (CSAH 48) from Larpenteur Avenue in Falcon Heights to
5 County Road B2, make sidewalk improvements, and replace traffic signals at County Road
6 B and Gluek Lane.

7
8 The project includes work that the City will contribute to, in accordance with the County's
9 Cost Participation Policy. The Engineer's Estimate anticipated the construction costs borne
10 by the City to be \$222,121. The breakdown of the estimated costs can be found below in
11 Budget Implications and in Exhibit B of the agreement.

12
13 The County will be the lead agency for this project and require that the contractor maintain
14 access to properties throughout construction. Work is anticipated to be complete prior to
15 the State Fair.

16
17 The City Attorney has reviewed the agreement.

18
19 **Policy Objectives**

20 It is City policy to keep City-owned infrastructure in good operating condition and to keep
21 systems operating in a safe condition.

22
23 **Equity Impact Summary**

24 All residents, businesses, and travelers along the right-of-way will benefit from the
25 improvements to the pavement, path, and signal systems.

26
27 **Budget Implications**

28 The \$3,166,574 Engineer's Estimate for the total construction costs include \$222,121 of City costs
29 plus design and construction engineering fees. The City costs have been budgeted for in the Capital
30 Improvement Plan for 2026 construction and as noted below:

EXPENDITURES

Signal Replacement at Gluek	\$192,500
Path and Curb Changes	\$29,621
Engineering Design/Construction	\$53,309
Estimated total expenditure	\$275,430

REVENUE

Municipal State Aid Funds	\$275,430
Estimated total revenue	\$275,430

Staff Recommendations

Staff recommends adopting the resolution approving Ramsey County Cooperative Agreement for Fairview Avenue from Larpenteur Avenue to County Road B2.

Requested Council Action

Adopt the resolution approving Ramsey County Cooperative Agreement for Fairview Avenue from Larpenteur Avenue to County Road B2.

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

Attachments:

1. Resolution
2. Agreement

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

* * * * *

1 Pursuant to due call and notice thereof, a regular meeting of the City Council of the City
2 of Roseville, County of Ramsey, Minnesota was duly held on the 2nd day of March, 2026,
3 at 6:00 p.m.

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

5 Councilmember introduced the following resolution and moved its adoption:

6 **RESOLUTION No.**

7 **RESOLUTION APPROVING THE COOPERATIVE AGREEMENT WITH**
8 **RAMSEY COUNTY FOR FAIRVIEW AVE FROM LARPENTEUR TO COUNTY**
9 **ROAD B2 (County Project P-8124)**

10 WHEREAS, Fairview Avenue from Roselawn to County Road in the City of Roseville is
11 Ramsey County State Aid Highway 48; and

12 WHEREAS, the project has been designated for funding by the Minnesota Department of
13 Transportation (“MnDOT”) as eligible for County State Aid Highway (“CSAH”) funds,
14 and, Municipal State Aid System (“MSAS”) funds; and

15 WHEREAS, it is necessary to establish project cost participation and long-term
16 maintenance responsibilities for both parties and to establish the means for the City of
17 Roseville to compensate Ramsey County for expenses on said project; and

18 WHEREAS, the City and Ramsey County have drafted an agreement to establish said
19 terms for the project.

20 NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Roseville
21 approve the Cooperative Agreement drafted by Ramsey County and entered into with the
22 City of Roseville and that the Mayor and City Manager are authorized to execute the
23 agreement.

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

27 WHEREUPON said resolution was declared duly passed and adopted.

PUBW2026-09R

**RAMSEY COUNTY
COOPERATIVE AGREEMENT
WITH THE CITY OF ROSEVILLE FOR
County Project No. P-8124
Fairview Ave Pavement and Signal Improvements
County State Aid Project 062-648-025
Municipal State Aid Project 160-020-059**

Total Estimated Construction Cost:	\$3,166,575
Ramsey County Estimated CSAH Cost:	\$2,813,349
Ramsey County Estimated Local:	\$131,105
City of Roseville Estimated Construction Cost:	\$222,121*

[*not including Design Engineering or Construction Engineering Fees to be paid by the City of Roseville]

Attachments:

Exhibit A - Project Location Map

Exhibit B – Engineer’s Estimate

This Agreement is between the City of Roseville, a municipal corporation ("City") and Ramsey County, a political subdivision of the State of Minnesota, ("County")

WHEREAS, Fairview Ave (County State Aid Highway 48) from Larpenteur Ave to County Road B2 ("Project Limits") is identified in Ramsey County’s 2024-2029 Transportation Improvement Program for Roadway Construction Improvements and these locations are shown in Exhibit A – Project Location Map; and

WHEREAS, the City and County desire to resurface Fairview Ave from Larpenteur Ave to County Road B2, replace traffic signals at County Road B, Gluek Lane, and make ADA sidewalk improvements within the Project Limits ("Project"); and

WHEREAS, in the area affected by construction, Fairview Ave is designated County State Aid Highway (CSAH) 48, and is located in the City; and

WHEREAS, the Project has been designated for funding by the Minnesota Department of Transportation ("MnDOT") as eligible for County State Aid Highway ("CSAH") funds, and Municipal State Aid System ("MSAS") funds; and

WHEREAS, the Project has been designated as County State Aid Project (S.A.P.) 062-648-025 and S.A.P 160-020-059

NOW, THEREFORE, BE IT MUTUALLY AGREED AS FOLLOWS:

AGREEMENT

1. Responsibility for Design Engineering

- 1.1. Plans, specifications, and proposals will be prepared by the County in accordance with Mn/DOT State Aid requirements.
- 1.2. The County will prepare plans, specifications, and proposals for the Project ("Project Plans"), which will include, among other things, the proposed reconstruction, alignment, profiles, grades, cross sections, paving, concrete curb and gutter, medians, storm sewer, storm water treatment and infiltration basins, pedestrian curb ramps, turf establishment, traffic signals, accessible pedestrian signals, and utility replacement and adjustments.
- 1.3. Project Plans showing proposed construction will be presented to the City, prior to becoming final, and will be on file at Ramsey County Public Works Department.
- 1.4. Any costs associated with revisions to the Project Plans after the completion of plans and specifications will be paid for by the party requesting the revisions. Revisions to the Project Plans are subject to approval by both parties.

2. [RESERVED]

3. Procurement and Award of Contract

- 3.1. The County will take bids for the Project in accordance with state law and County procedures.
- 3.2. The County will prepare an abstract of bids and a cost participation summary based on the lowest responsible bidder's proposal and will provide the same to the City.
- 3.3. The County will require the City's concurrence to award a contract to the lowest responsible bidder.

4. Responsibility for Construction Engineering

- 4.1. The County shall be responsible to perform or contract the performance of the construction engineering for all elements of the Project.

5. Project Costs

- 5.1. Except as provided herein, the County and City will participate in the costs of construction in accordance with the Ramsey County Cost Participation Policy as approved in the 2026-2030 Ramsey County Transportation Improvement Plan. If there is a conflict between the Cost Participation Policy and this Agreement, this Agreement shall prevail.
- 5.2. County and City will each be responsible for their individual share of the actual total Construction Pay Items, which are estimated in Exhibit B – Engineer's Estimate. Quantities and unit prices in Exhibit B are estimates. Actual costs for Construction Pay Items shall be based on the contract unit prices and the quantities constructed, determined after Project completion.
- 5.3. Mobilization, Traffic Control, Alternate Pedestrian Route, Stabilized Construction Exit, and Erosion Control Supervisor are defined collectively as the "Prorated Items" The City percentage of the Prorated Items is calculated as follows:

$$\text{City \% Prorated Items} = \frac{(\text{City Cost excluding the Prorated Items Cost})}{(\text{Total Project Cost excluding the Prorated Items Cost})}$$

The costs in the Prorated Items calculation will be based on contract unit prices and quantities at the time of contract award. No adjustments in the percentages will be made if unit prices or quantities vary during construction.

5.4. Design Engineering Costs

- 5.4.1. The City shall pay the County a design engineering fee equal to 12% of the City's share of the Project's Road Improvement construction pay items identified in Exhibit B.

5.5. Construction Engineering Costs

- 5.5.1. The City shall pay the County a construction engineering fee equal to 12% of the City's share of the Project's Road Improvement construction pay items identified in Exhibit B.

6. Payment Schedule

6.1. The County will invoice Design Engineering Costs, as described in paragraph 5.4.1, at the time of contract award.

6.2. The County will invoice Construction Engineering Costs, as described in paragraph 5.5.1 monthly with the final amount due at the time of substantial Project completion, as determined by the County.

6.3. The County will invoice Construction Pay Items Costs, as described in paragraph 5.2, and Prorated Costs, as described in paragraph 5.3, monthly based on the payments made to the contractor, with the final amount due at the time of substantial Project completion.

6.4. Payment will be made within 35 days of receipt of an invoice.

7. Ownership and Maintenance Responsibility for Project Elements

7.1. Ownership and Maintenance Responsibility of the Roadway.

7.1.1. The County will own and maintain the roadway and associated roadway elements located within the County Right of Way, except as detailed below.

7.2. Ownership and Maintenance Responsibility of the Storm Sewer (*catch basins and leads, main, infiltration systems, ponding, water treatment*)

7.2.1. The City shall own the following components of the storm sewer system:

- i. Trunk line
- ii. Trunk line manholes
- iii. Surface drains located outside of the County Road right-of-way and associated leads
- iv. Trunk line outfalls

7.2.2. The County shall own the following components of the storm sewer system:

- v. Catch basins
- vi. Catch basin leads
- vii. Cross-culverts
- viii. Surface drains located within the County Road right-of-way

7.2.3. The City and County shall each maintain the components of the storm sewer system under their respective ownership.

7.3. Ownership and Maintenance Responsibility of the Signal Systems, Accessible Pedestrian System (APS).

7.3.1. Ownership and maintenance of the signal systems and APS are detailed in Exhibit A to the parties' existing Agreement for Maintenance of Traffic Control Signal System Control [Ramsey County Agreement No. PW2023-13M].

7.4. Ownership and Maintenance Responsibility of the Sidewalk and Trail.

7.4.1. The County will own the sidewalk and trail, and is responsible for future overlay, or reconstruction improvements.

7.4.2. The City will perform routine maintenance of the sidewalk and trail, including snow and ice removal, sweeping, crack sealing, debris removal, vegetation control, panel replacement, settlement adjustments, etc.

8. The City grants the County temporary construction easements over all City-owned right-of-way and City-owned property within the limits of the Project and as necessary to complete the Project for use during construction at no cost to the County.
9. The City and County shall indemnify, defend, and hold each other harmless against any and all liability, losses, costs, damages, expenses, claims, or actions, including attorney's fees, which the indemnified party, its officials, agents, or employees may hereafter sustain, incur, or be required to pay, arising out of or by reason of any act or omission of the indemnifying party, its officials, agents, or employees, in the execution, performance, or failure to adequately perform the indemnifying party's obligation pursuant to this Agreement. Nothing in this Agreement shall constitute a waiver by the County or the City of any statutory or common law immunities, limits, or exceptions on liability.
10. COUNTERPARTS: The parties may sign this Agreement in counterparts, each of which constitutes an original, but all of which together constitute one instrument.
 - 10.1. ELECTRONIC SIGNATURES: The parties agree that the electronic signature of a party to this Agreement shall be as valid as an original signature of such party and shall be effective to bind such party to this Agreement. The parties further agree that any document (including this Agreement and any attachments or exhibits to this Agreement) containing, or to which there is affixed, an electronic signature shall be deemed (i) to be "written" or "in writing", (ii) to have been signed and (iii) to constitute a record established and maintained in the ordinary course of business and an original written record when printed from electronic files. For purposes hereof, "electronic signature" also means a manually signed original signature that is then transmitted by any electronic means, including without limitation a faxed version of an original signature or an electronically scanned and transmitted version (e.g., via PDF) of an original signature. Any party's failure to

produce the original signature of any electronically transmitted signature shall not affect the enforceability of this Agreement.

11. This Agreement shall remain in full force and effect until terminated by mutual agreement of the parties.

If to the CITY: City of Roseville
 2660 Civic Center Drive
 Roseville, MN 55113
 Attention: Jennifer Lowry, City Engineer

If to the COUNTY: Ramsey County Public Works
 1425 Paul Kirkwold Drive
 Arden Hills, MN 55112
 Attention: Brad Estochen, Ramsey County Engineer

THE REMAINDER OF THIS PAGE IS INTENTIONALLY BLANK.

CITY OF ROSEVILLE, MINNESOTA

By: _____
Daniel J. Roe, Mayor

Date: _____

By: _____
Patrick Trudgeon, City Manager

Date: _____

RAMSEY COUNTY, MINNESOTA

Ling Becker, County Manager

Date: _____

Approval recommended:

Brad Estochen, Ramsey County Engineer

Date: _____

Approved as to form:

Assistant County Attorney

Date: _____

PLAN SYMBOLS

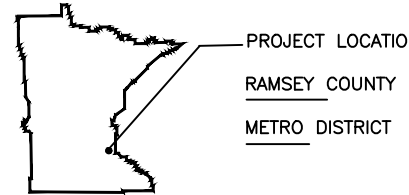
CITY LIMITS
ROW
ROW MNDOT
SIDEWALK EASEMENT
UTILITY EASEMENT
TEMPORARY EASE.
PERMANENT EASE.
WATER FEATURE
WETLAND
LANDSCAPING, SHRUBS
TREE LINE
TREE STUMP
TREE DECIDUOUS
TREE CONIFEROUS
CURB
CURB AND GUTTER
FENCE -WOOD / PRIVACY
FENCE CHAIN LINK
WALL - RETAINING
WALL- NOISE
BRIDGE / ROAD OVER OR UNDER
RAIL ROAD TRACKS
RAIL ROAD SIGNAL
BENCH
GUARD RAIL

UTILITY SYMBOLS

CULVERT
STORM SEWER
CATCH BASIN
STORM MANHOLE
SURFACE DRAIN
SANITARY SEWER
SANITARY MANHOLE
ELECTRIC BURIED
TELECOM
FIBER OPTIC
TELECOM MANHOLE
TELECOM PEDESTAL
OVERHEAD UTILITIES
GAS
GAS VALVE
PIPE OR CONDUIT
WATER MAIN
WATER SHUT OFF
WATER HYDRANT
LIGHTING
HANDHOLE
TRAFFIC SIGNAL BASE
PEDESTAL POLE
TRAFFIC SIGNAL POLE
TRAFFIC SIGNAL POWER

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL "D". THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 38-22, ENTITLED "STANDARD GUIDELINES FOR INVESTIGATING AND DOCUMENTING EXISTING UTILITY INFRASTRUCTURE DATA."

INDEX
PLAN
PROFILE
X-SECTION
HORIZONTAL:
VERTICAL:



FAIRVIEW AVENUE PAVEMENT PRESERVATION PROJECT
PROJECT LOCATED IN RAMSEY COUNTY AND THE CITIES OF FALCON HEIGHTS AND ROSEVILLE
CONSTRUCTION PLAN FOR BITUMINOUS MILLING, BITUMINOUS PAVING, SIGNAL SYSTEMS REPLACEMENT, ADA IMPROVEMENTS, STORM SEWER REPAIRS, PAVEMENT MARKING AND SIGNING, CONCRETE CURB AND GUTTER

S.A.P. 062-648-025 LOCATED ON FAIRVIEW AVENUE (CSAH 48) FROM LARPENTEUR AVENUE TO COUNTY ROAD B2
S.A.P.160-258-002 LOCATED ON FAIRVIEW AVENUE (CSAH 48) AT COUNTY ROAD B2 AND GLUEK LANE
LOCATED ON FAIRVIEW AVENUE (CSAH 48) FROM 150' NORTH OF ELDRIDGE AVENUE TO COUNTY ROAD B

FAIRVIEW AVENUE (CSAH 48)			
S.A.P. 062-648-025			
GROSS LENGTH	8010 FEET	1.517 MILES	
BRIDGE LENGTH	N/A FEET	N/A MILES	
EXCEPTION LENGTH	N/A FEET	N/A MILES	
NET LENGTH	8010 FEET	1.517 MILES	

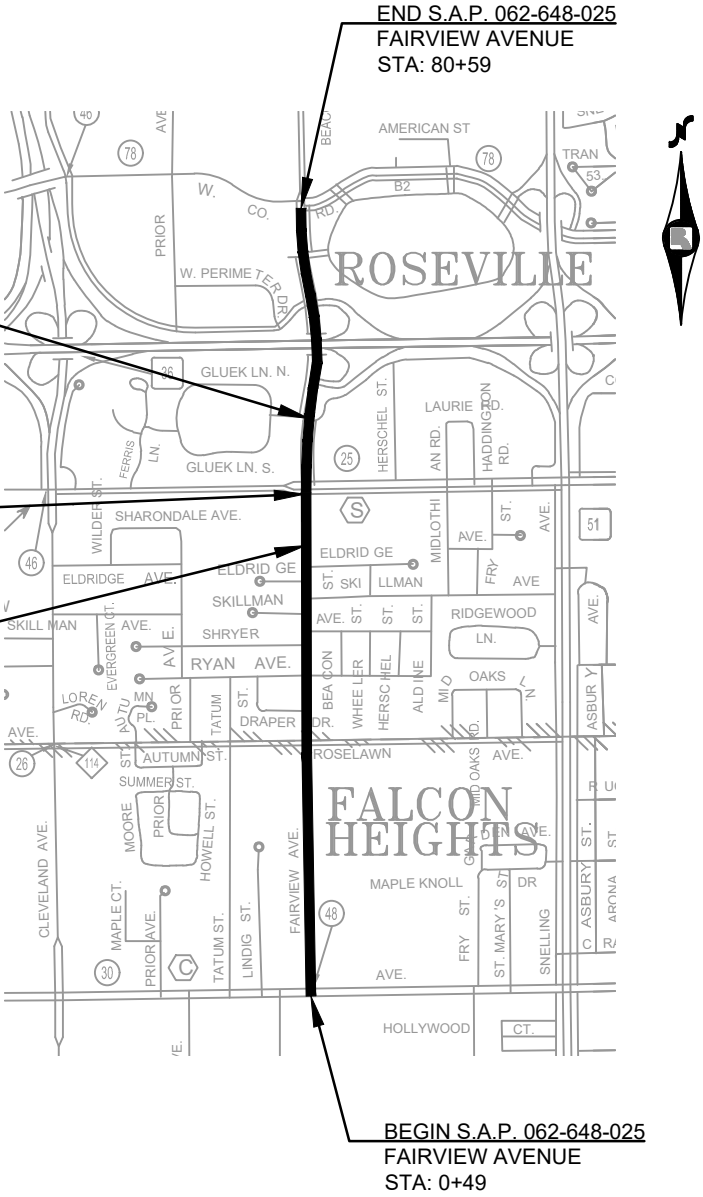
S.A.P. 160-258-002
SIGNAL REPLACEMENT
AT GLUEK LANE &
FRONTAGE RD
STA: 59+50

END S.A.P. 160-258-002
STA: 51+80

BEGIN S.A.P. 160-258-002
STA: 46+03

DESIGN DESIGNATION FOR:	FAIRVIEW AVENUE
R-VALUE	N/A
ADT 2026	3,391 -19,138
ADT 2046	3,391 -19,138
PAVEMENT DESIGN IN TONS	10
FUNCTIONAL CLASS	MINOR ARTERIAL
NO. OF TRAFFIC LANES	2-4
NO. OF PARKING LANES	0
ESALS	372,000 - 3,025,000
DESIGN SPEED	35
BASED ON STOPPING DISTANCE	
HEIGHT OF EYE: 3.5 FEET	
HEIGHT OF OBJECT: 2.0 FEET	

PLAN REVISIONS		
DATE	SHEET NO. & DESCRIPTION	BY



-GOVERNING SPECIFICATIONS-

THE 2025 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.
ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE LATEST MMUTCD, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS, SEE HTTP://WWW.DOT.STATE.MN.US/TRAFFICENG/
ALL APPLICABLE FEDERAL, STATE AND LOCAL LAWS AND ORDINANCES WILL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2-4	ESTIMATED QUANTITIES
5	CONSTRUCTION NOTES & STD PLATES
6	SWPPP
7-17	TABULATIONS
18-21	TYPICAL SECTIONS
22-38	STANDARD PLANS
39-42	COUNTY STANDARD DETAILS
43-47	ALIGNMENTS
48-53	REMOVAL & INPLACE UTILITY PLANS
54-59	CONSTRUCTION PLANS
60-74	ADA DETAILS
75-79	PROFILE AND DRAINAGE PLANS
80-85	EROSION CONTROL AND TURF ESTABLISHMENT
86	SIGNING AND PAVEMENT MARKING NOTES
87-97	SIGNING AND PAVEMENT MARKING PLANS
TC1-TC4	TRAFFIC CONTROL PLANS
TS1-TS24	SIGNAL DETAILS AND LOOP DETECTORS

THIS PLAN CONTAINS 125 SHEETS

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

SIGNATURE _____

DATE _____ LIC. NO. _____ PRINT NAME _____

APPROVED _____
RAMSEY COUNTY ENGINEER DATE

APPROVED _____
CITY OF ROSEVILLE DATE

APPROVED _____
CITY OF FALCON HEIGHTS DATE

MINNESOTA DEPARTMENT OF TRANSPORTATION

DISTRICT STATE AID ENGINEER
REVIEWED FOR COMPLIANCE WITH STATE-AID RULES/POLICY

APPROVED FOR STATE AID FUNDING: STATE AID ENGINEER

S.A.P. 062-648-025
S.A.P. 160-258-002

DRAWN BY: _____
CHECKED BY: _____



SHEET
1
OF
97

Exhibit B

B	C	D	E	F	G	H	I	J	K	L	M	N	O
2026 PAVEMENT PRESERVATION PROJECT						PARTICIPATING						NON- PARTICIPATING	
						FAIRVIEW AVENUE LARPEN TEUR AVENUE TO COUNTY ROAD B2		FAIRVIEW AVENUE AT COUNTY ROAD B AND GLUEK LANE		FAIRVIEW AVENUE 170' NORTH OF ELDRIDGE TO COUNTY ROAD B		FAIRVIEW AVENUE LARPEN TEUR AVENUE TO COUNTY ROAD B2	
Engineers Estimate			1/14/2026			SAP 062-648-025		SAP 160-020-059		75% SAP 160-020-059 25% SAP 062-648-025		COUNTY LOCAL	
ITEM NUMBER	ITEM	UNIT	TOTAL ESTIMATED QUANTITY	UNIT PRICE	AMOUNT	ESTIMATED QUANTITY	AMOUNT	ESTIMATED QUANTITY	AMOUNT	ESTIMATED QUANTITY	AMOUNT	ESTIMATED QUANTITY	AMOUNT
2021.501	MOBILIZATION	LUMP SUM	0	\$	150,000.00		\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
2104.502	REMOVE DRIVE	EACH	5	\$	500.00		\$2,500.00		\$0.00			5	\$2,500.00
2104.502	REMOVE SIDE	EACH	99	\$	30.00		\$2,970.00	99	\$2,970.00		\$0.00		\$0.00
2104.502	REMOVE SIDE	EACH	1	\$	10,000.00		\$10,000.00	1	\$10,000.00		\$0.00		\$0.00
2104.502	REMOVE SIDE	EACH	1	\$	10,000.00		\$10,000.00	0.5	\$5,000.00	0.5	\$5,000.00		\$0.00
2104.502	REMOVE SIDE	EACH	3	\$	30.00		\$90.00	3	\$90.00		\$0.00		\$0.00
2104.502	SALVAGE SIDE	EACH	29	\$	30.00		\$870.00	29	\$870.00		\$0.00		\$0.00
2104.502	SALVAGE SIDE	EACH	7	\$	30.00		\$210.00	7	\$210.00		\$0.00		\$0.00
2104.503	SAWING PAVEMENT	LIN FT	256	\$	2.00		\$512.00	256	\$512.00		\$0.00		\$0.00
2104.503	REMOVE PAVEMENT	LIN FT	176	\$	15.00		\$2,640.00		\$0.00		\$0.00	176	\$2,640.00
2105.503	REMOVE CURB	LIN FT	2,821	\$	4.50		\$12,694.50	2,821	\$12,694.50		\$0.00		\$0.00
2105.503	REMOVE BITUMEN	LIN FT	295	\$	4.00		\$1,180.00	295	\$1,180.00		\$0.00		\$0.00
2104.504	REMOVE CURB	SQ YD	71	\$	8.00		\$568.00	71	\$568.00		\$0.00		\$0.00
2104.504	REMOVE BITUMEN	SQ YD	997	\$	9.00		\$8,973.00	997	\$8,973.00		\$0.00		\$0.00
2104.518	REMOVE BITUMEN	SQ FT	6,059	\$	1.50		\$9,088.50	6,059	\$9,088.50		\$0.00		\$0.00
2104.518	REMOVE CURB	SQ FT	9,569	\$	2.50		\$23,922.50	9,569	\$23,922.50		\$0.00		\$0.00
2104.607	REMOVE EXPOSED	CU YD	578	\$	40.00		\$23,120.00	578	\$23,120.00		\$0.00		\$0.00
2104.618	REMOVE ANCHOR	SQ FT	5,055	\$	21.00		\$106,155.00	5055	\$106,155.00		\$0.00		\$0.00
2106.507	COMMON EXPOSED	CU YD	393	\$	15.00		\$5,899.95	141	\$2,119.95	252	\$3,780.00		\$0.00
2123.610	STREET SWEEPING	HOURLY	20	\$	200.00		\$4,000.00	20	\$4,000.00		\$0.00		\$0.00
2211.507	AGGREGATE	CU YD	165	\$	60.00		\$9,900.00	85	\$5,100.00	80	\$4,800.00		\$0.00
2215.504	FULL DEPTH	SQ YD	3,397	\$	2.00		\$6,794.00	3397	\$6,794.00		\$0.00		\$0.00
2232.504	MILL BITUMEN	SQ YD	22,354	\$	2.50		\$55,885.00	22,354	\$55,885.00		\$0.00		\$0.00
2232.504	MILL BITUMEN	SQ YD	21,396	\$	3.50		\$74,886.00	21,396	\$74,886.00		\$0.00		\$0.00
2331.603	JOINT ADHESIVE	LIN FT	1,500	\$	5.00		\$7,500.00	1,500	\$7,500.00		\$0.00		\$0.00
2356.504	BITUMINOUS	SQ YD	21,396	\$	1.70		\$36,373.20	21,396	\$36,373.20		\$0.00		\$0.00
2356.506	BITUMINOUS	GALLON	7,595	\$	2.40		\$18,228.00	7,595	\$18,228.00		\$0.00		\$0.00
2357.506	BITUMINOUS	GALLON	3,005	\$	0.50		\$1,502.50	3,005	\$1,502.50		\$0.00		\$0.00
2360.509	TYPE SP 9.5	TON	1,402	\$	200.00		\$280,400.00	1,402	\$280,400.00	0	\$0.00		\$0.00
2360.509	TYPE SP 9.5	TON	5,290	\$	90.00		\$476,100.00	5,290	\$476,100.00		\$0.00		\$0.00
2360.509	TYPE SP 12	TON	3,094	\$	90.00		\$278,460.00	3,094	\$278,460.00		\$0.00		\$0.00
2503.503	6" PVC PIPE	LIN FT	12	\$	58.50		\$702.00	12	\$702.00		\$0.00		\$0.00
2503.503	12" RC PIPE	LIN FT	281	\$	60.00		\$16,860.00		\$0.00		\$0.00	281	\$16,860.00
2503.602	CONNECT TIE	EACH	3	\$	1,200.00		\$3,600.00		\$0.00		\$0.00	3	\$3,600.00

2504.602	REPAIR VAL	EACH	2	\$	1,550.00	\$3,100.00	2	\$3,100.00			\$0.00		\$0.00
2504.602	ADJUST VAL	EACH	5	\$	700.00	\$3,500.00	5	\$3,500.00			\$0.00		\$0.00
2506.502	CASTING AS	EACH	29	\$	2,250.00	\$65,250.00	17	\$38,250.00			\$0.00	12	\$27,000.00
2506.502	ADJUST FRA	EACH	16	\$	1,800.00	\$28,800.00	16	\$28,800.00			\$0.00		\$0.00
2506.503	CONST DRA	LIN FT	2.86	\$	700.00	\$2,002.00		\$0.00			\$0.00	2.86	\$2,002.00
2506.503	CONST DRA	LIN FT	6.22	\$	1,200.00	\$7,464.00		\$0.00			\$0.00	6.22	\$7,464.00
2506.503	CONST DRA	LIN FT	16.53	\$	1,100.00	\$18,183.00		\$0.00			\$0.00	16.53	\$18,183.00
2506.503	RECONSTR	LIN FT	25.69	\$	2,400.00	\$61,656.00	6.5	\$15,600.00			\$0.00	19.19	\$46,056.00
2506.602	CONNECT IN	EACH	4	\$	1,200.00	\$4,800.00		\$0.00				4	\$4,800.00
2506.602	REPAIR DRA	EACH	2	\$	700.00	\$1,400.00	2	\$1,400.00					
2521.518	6" CONCRE	SQ FT	3,854	\$	12.00	\$46,248.00	3,854	\$46,248.00			\$0.00		\$0.00
2521.518	3" BITUMINC	SQFT	3,123	\$	3.00	\$9,369.00	3,123	\$9,369.00			\$0.00		\$0.00
2521.602	DRILL & GR	EACH	638	\$	15.00	\$9,570.00	638	\$9,570.00			\$0.00		\$0.00
2521.618	CONCRETE	SQ FT	8,222	\$	15.00	\$123,330.00	8,222	\$123,330.00			\$0.00		\$0.00
2531.503	CONCRETE	LIN FT	1,761	\$	27.00	\$47,547.00	616	\$16,632.00		1,145	\$30,915.00		\$0.00
2531.504	6" CONCRE	SQ YD	75	\$	120.00	\$9,000.00	75	\$9,000.00			\$0.00		\$0.00
2531.603	CONCRETE	LIN FT	1,570	\$	45.00	\$70,650.00	1,570	\$70,650.00			\$0.00		\$0.00
2531.603	CONCRETE	LIN FT	97	\$	20.00	\$1,940.00	97	\$1,940.00			\$0.00		\$0.00
2531.604	8" CONCRE	SQ YD	30	\$	120.00	\$3,600.00	30	\$3,600.00			\$0.00		\$0.00
2531.618	TRUNCATED	SQ FT	578	\$	70.00	\$40,460.00	578	\$40,460.00			\$0.00		\$0.00
2563.601	TRAFFIC CO	LUMP SUM	0	\$	95,000.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$0.00
2563.601	ALTERNATE	LUMP SUM	0	\$	10,000.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$0.00
2563.613	PORTABLE	UDAY	28	\$	85.00	\$2,380.00	28	\$2,380.00		\$0.00		\$0.00	\$0.00
2564.602	INSTALL SIG	EACH	29	\$	245.00	\$7,105.00	29	\$7,105.00		\$0.00		\$0.00	\$0.00
2564.602	INSTALL SIG	EACH	7	\$	90.00	\$630.00	7	\$630.00		\$0.00		\$0.00	\$0.00
2564.602	DELINEATO	EACH	5	\$	240.00	\$1,200.00	5	\$1,200.00		\$0.00		\$0.00	\$0.00
2564.602	DELINEATO	EACH	14	\$	100.00	\$1,400.00	14	\$1,400.00		\$0.00		\$0.00	\$0.00
2564.618	SIGN	SQ FT	389.25	\$	75.00	\$29,193.75	389.25	\$29,193.75		\$0.00		\$0.00	\$0.00
2564.618	SIGN PANEL	SQ FT	14	\$	55.00	\$770.00	14	\$770.00		\$0.00		\$0.00	\$0.00
2565.502	APS PUSH B	EACH	11	\$	1,250.00	\$13,750.00	11	\$13,750.00		\$0.00		\$0.00	\$0.00
2565.502	APS POLE M	EACH	5	\$	1,000.00	\$5,000.00	5	\$5,000.00		\$0.00		\$0.00	\$0.00
2565.516	TRAFFIC CO	SYS	1	\$	375,000.00	\$375,000.00	1	\$375,000.00		\$0.00		\$0.00	\$0.00
2565.516	TRAFFIC CO	SYS	1	\$	375,000.00	\$375,000.00	0.50	\$187,500.00	0.50	\$187,500.00		\$0.00	\$0.00
2565.602	SPECIAL HA	EACH	3	\$	1,450.00	\$4,350.00	3	\$4,350.00			\$0.00		\$0.00
2565.602	RIGID PVC L	EACH	3	\$	1,250.00	\$3,750.00	3	\$3,750.00			\$0.00		\$0.00
2565.603	2" NON-MET	LIN FT	75	\$	25.00	\$1,875.00	75	\$1,875.00			\$0.00		\$0.00
2565.603	2" NON-MET	LIN FT	700	\$	15.00	\$10,500.00	700	\$10,500.00			\$0.00		\$0.00
2565.603	6/C FIBER O	LIN FT	875	\$	18.00	\$15,750.00	875	\$15,750.00			\$0.00		\$0.00
2573.501	EROSION CO	LUMP SUM	0	\$	5,000.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$0.00
2573.502	STORM DRA	EACH	98	\$	150.00	\$14,700.00	98	\$14,700.00			\$0.00		\$0.00
2573.503	SEDIMENT C	LIN FT	1,500	\$	6.00	\$9,000.00	1,500	\$9,000.00			\$0.00		\$0.00
2574.507	BOULEVARD	CU YD	365	\$	40.00	\$14,600.00	365	\$14,600.00			\$0.00		\$0.00
2575.508	HYDRAULIC	LB	704	\$	2.00	\$1,408.00	704	\$1,408.00					
2575.618	SITE RESTO	SQ FT	6,325	\$	1.00	\$6,325.00	6,325	\$6,325.00			\$0.00		\$0.00
2575.618	SITE RESTO	SQ FT	12,280	\$	2.00	\$24,560.00	12,280	\$24,560.00			\$0.00		\$0.00
2580.503	INTERIM PA	LIN FT	30,366	\$	0.25	\$7,591.50	30,366	\$7,591.50			\$0.00		\$0.00
2582.503	4" SOLID LIN	LIN FT	13,238	\$	1.75	\$23,166.50	13,238	\$23,166.50			\$0.00		\$0.00

2582.503	6" SOLID LIN	LIN FT	9,282	\$	2.00	\$18,564.00	9,282	\$18,564.00				\$0.00		\$0.00
2582.503	8" SOLID LIN	LIN FT	354	\$	5.00	\$1,770.00	354	\$1,770.00				\$0.00		\$0.00
2582.503	12" SOLID LIN	LIN FT	48	\$	18.00	\$864.00	48	\$864.00				\$0.00		\$0.00
2582.503	24" SOLID LIN	LIN FT	56	\$	19.00	\$1,064.00	56	\$1,064.00				\$0.00		\$0.00
2582.503	4" BROKEN	LIN FT	854	\$	1.75	\$1,494.50	854	\$1,494.50				\$0.00		\$0.00
2582.503	4" DOTTED	LIN FT	362	\$	1.75	\$633.50	362	\$633.50				\$0.00		\$0.00
2582.503	6" DOTTED	LIN FT	175	\$	2.00	\$350.00	175	\$350.00				\$0.00		\$0.00
2582.503	8" DOTTED	LIN FT	320	\$	5.00	\$1,600.00	320	\$1,600.00				\$0.00		\$0.00
2582.503	4" DOUBLE	LIN FT	5,178	\$	3.50	\$18,123.00	5,178	\$18,123.00				\$0.00		\$0.00
2582.503	4" SOLID LIN	LIN FT	126	\$	10.50	\$1,323.00	126	\$1,323.00				\$0.00		\$0.00
2582.503	24" SOLID LIN	LIN FT	223	\$	21.50	\$4,794.50	223	\$4,794.50				\$0.00		\$0.00
2582.503	4" DOTTED	LIN FT	42	\$	26.00	\$1,092.00	42	\$1,092.00				\$0.00		\$0.00
2582.518	PAVT MSSG	SQ FT	1,109	\$	26.50	\$29,388.50	1,109	\$29,388.50				\$0.00		\$0.00
2582.518	CROSSWAL	SQ FT	5,552	\$	15.50	\$86,056.00	5,552	\$86,056.00				\$0.00		\$0.00
						\$3,166,574.90		\$2,803,474.90		\$192,500.00		\$39,495.00		\$131,105.00

Ramsey County CSAH				\$2,813,348.65		\$2,803,474.90				\$9,873.75		
Ramsey County Local				\$131,105.00								\$131,105.00
City of Roseville (Project Road Improvement Construction Costs) Sum of column J,K,L,M				\$222,121.25				\$192,500.00		\$29,621.25		
City of Roseville Design Engineering (12% of project road improvement construction costs)				\$26,654.55								
City of Roseville Construction Engineering (12% of project road improvement construction costs)				\$26,654.55								
Total*				\$3,166,574.90								
				*Total does not include Design Engineering and Construction Engineering City costs								

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/2/2026

Item No.: 10.d.

Department Approval



City Manager Approval



Item Description: Adopt a Resolution Approving Ramsey County License Agreement for Wayfinding Sign

1
2 **Background**

3 As part of the Wayfinding Signage Concept that was approved by Council November 25,
4 2024, one sign was planned for the northeast corner of Hamline Avenue and County Road
5 B at the Ramsey County Library. Ramsey County will grant us permission to install and
6 maintain our wayfinding sign at that location upon execution of the attached agreement.

7
8 The agreement calls for a 10-year agreement, with an option to mutually extend. The City
9 Attorney has reviewed the agreement.

10
11 **Policy Objectives**

12 Provide proper signage for a safe, user-friendly pathway network.

13
14 **Equity Impact Summary**

15 There should be no negative equity impacts associated with approval of this agreement.
16 The signage will assist those biking and walking to connect with nearby schools, parks,
17 shopping, and the library.

18
19 **Budget Implications**

20 Costs to manufacture and install the signs were previously budgeted and approved. The
21 agreement under consideration has no costs to Roseville for the use of County property for
22 placement of the sign.

23
24 **Staff Recommendations**

25 Staff recommends the Council adopt the resolution approving Ramsey County License
26 Agreement for Wayfinding Sign.

27
28 **Requested Council Action**

29 Motion to adopt the resolution approving Ramsey County License Agreement for
30 Wayfinding Sign.

32

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

Attachments: 1. Resolution
2. Agreement

33

**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 2nd day of March, 2026, at 6:00 p.m.

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

Councilmember introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION APPROVING RAMSEY COUNTY LICENSE AGREEMENT FOR
WAYFINDING SIGN**

WHEREAS, the City wishes to construct and maintain a concrete foundation wayfinding sign for public directional information purposes at 2180 Hamline Avenue North, sign is to be located outside of the existing Ramsey County Right-of-Way, on County Library property; and

WHEREAS, the County has reviewed the City's representations for the location, maintenance, intended use, and foreseeable impact of said Sign, and based on these representations, consents to the construction and maintenance of the Sign; and

WHEREAS, it is necessary to enter into an agreement to provide for the City's long-term maintenance responsibilities for the wayfinding sign to be placed on Ramsey County property.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Roseville enter into the License Agreement with Ramsey County;

AND BE IT FURTHER RESOLVED that the Mayor and the City Manager are authorized to execute the Agreement.

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

WHEREUPON said resolution was declared duly passed and adopted.

[illegible]

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 2nd day of March, 2026, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 2nd day of March, 2026.

Patrick Trudgeon, City Manager

(SEAL)

LICENSE AGREEMENT FOR WAYFINDING SIGN

This License Agreement is made by and between the County of Ramsey, a municipal subdivision of the State of Minnesota ("County") and the City of Roseville, a Minnesota municipal corporation ("City").

WHEREAS, the County owns property located at 2180 Hamline Avenue North, Roseville, MN, also identified as Property Tax ID Number 10-29-23-43-0104 (the "Property"), and being the location of the Ramsey County Library – Roseville;

WHEREAS, the City wishes to construct and maintain a concrete foundation wayfinding sign for public directional information purposes (the "Sign") on the Property, said Sign is to be located outside of the existing Ramsey County Right-of-Way, and its proposed location is attached hereto as Exhibit A (the "Sign Location", and within a fifteen- foot radius of the proposed Sign Location, the "Sign Area");

WHEREAS, the County has reviewed the City's representations for the location, maintenance, intended use, and foreseeable impact of said Sign, and based on these representations, consents to the construction and maintenance of the Sign;

NOW, THEREFORE, the County and the City enter into the following License Agreement:

1. TERM

This Agreement shall be effective as of the date executed by all parties and approved as to form by the County Attorney, and shall continue for a term of 10 years, provided continued compliance with the terms and conditions herein, unless otherwise terminated in accordance with the provisions of this Agreement. After such ten (10) year period, this Agreement may be extended by mutual agreement of the Parties.

2. NATURE OF LICENSE

The County hereby grants to the City a non-exclusive license to utilize the Sign Area for the purpose of accessing, constructing, and maintaining the Sign.

3. MAINTENANCE

- a. City shall maintain the Sign in proper condition.
- b. City shall be responsible for the installation, maintenance, repair, and replacement of the Sign, and for removal of the Sign at the end of the term of this Agreement. Maintenance, repair and replacement of the Sign is solely the responsibility of the City.

- c. The City must perform all installation, construction and maintenance of the Sign within the Sign Area.
- d. The Sign shall not impede the County's ability to maintain the roads, sidewalks, or library grounds.
- e. The Sign shall not cause an obstruction or inconvenience to members of the public using the library, street, bus stop, or sidewalk, nor shall it impede snow removal, tree trimming, or tree removal.

4. DISCLAIMER OF COUNTY'S OBLIGATIONS

County shall have no obligation to improve, repair, or maintain the Sign. County shall have no obligation to inform the City of damage, vandalism, or any maintenance related issues involving the Sign.

5. WAIVER OF CLAIMS

County shall not be liable to City, and City waives all claims against County for any damage to City property in relation to the installation, maintenance and upkeep of the Sign.

6. TERMINATION

The County may revoke this License Agreement upon the City's failure to maintain the Sign, and following notice by the County of such failure to maintain, and the City's such failure to cure within (30) days.

7. INDEMNITY

City shall indemnify, protect, defend, save and hold the County, its officers, employees, and agents, harmless from any and all claims, costs, damages, expenses, or causes of action for death or injury to persons, or damage to property resulting from intentional or negligent acts, errors, or omissions of City or City's officers, employees, volunteers, and agents related to performance of this Agreement.

8. LIMITATION OF RIGHTS

City acknowledges that no property or other right is created other than that specifically defined and limited by this Agreement.

9. AMENDMENTS

Any modification or amendment of any provision of this Agreement shall be in writing and must be executed by both parties hereto.

10. ENTIRE AGREEMENT

This instrument and any attachments hereto consist of the entire Agreement between the County and the City concerning the subject matter hereof and supersedes any and all prior oral and written communications between the parties regarding the subject matter hereof.

11. AUTHORITY TO EXECUTE

The person or persons executing this Agreement on behalf of the parties hereto warrants and represents that they have the authority to execute this Agreement on behalf of their entity and have the authority to bind their party to the performance of its obligations hereunder.

12. NON-ASSIGNABLE

This License Agreement and any rights pursuant to the same shall not be assignable. Any new owner, tenant or proprietor wishing to maintain such Sign shall execute a new License Agreement.

13. NOTICE

All notices, requests, demands, or other communications under this Agreement shall be in writing. Notice shall be sufficiently given for all purposes as follows:

- a. When personally delivered to the recipient, notice is effective upon delivery.
- b. When mailed first-class to the last address of the recipient known to the party giving notice, notice is effective five (5) days after deposit in a United States Postal Service office or mailbox.

Addresses for purpose of giving notice are as follows:

County:

Ramsey County Property Management
121 7th Place East, Suite #2200, St. Paul, MN 55101
ATTN: Jean Krueger
jean.krueger@co.ramsey.mn.us

City:

Roseville Department of Public Works
2660 Civic Center Drive
Roseville, MN 55113
Attn: City Engineer
publicworks@cityofroseville.com

City of Roseville, Minnesota

By: _____
Daniel J. Roe

Its: Mayor

By: _____
Patrick Trudgeon

Its: City Manager

Dated this _____ day of _____, 2026.

RAMSEY COUNTY

By: _____
Jean Krueger

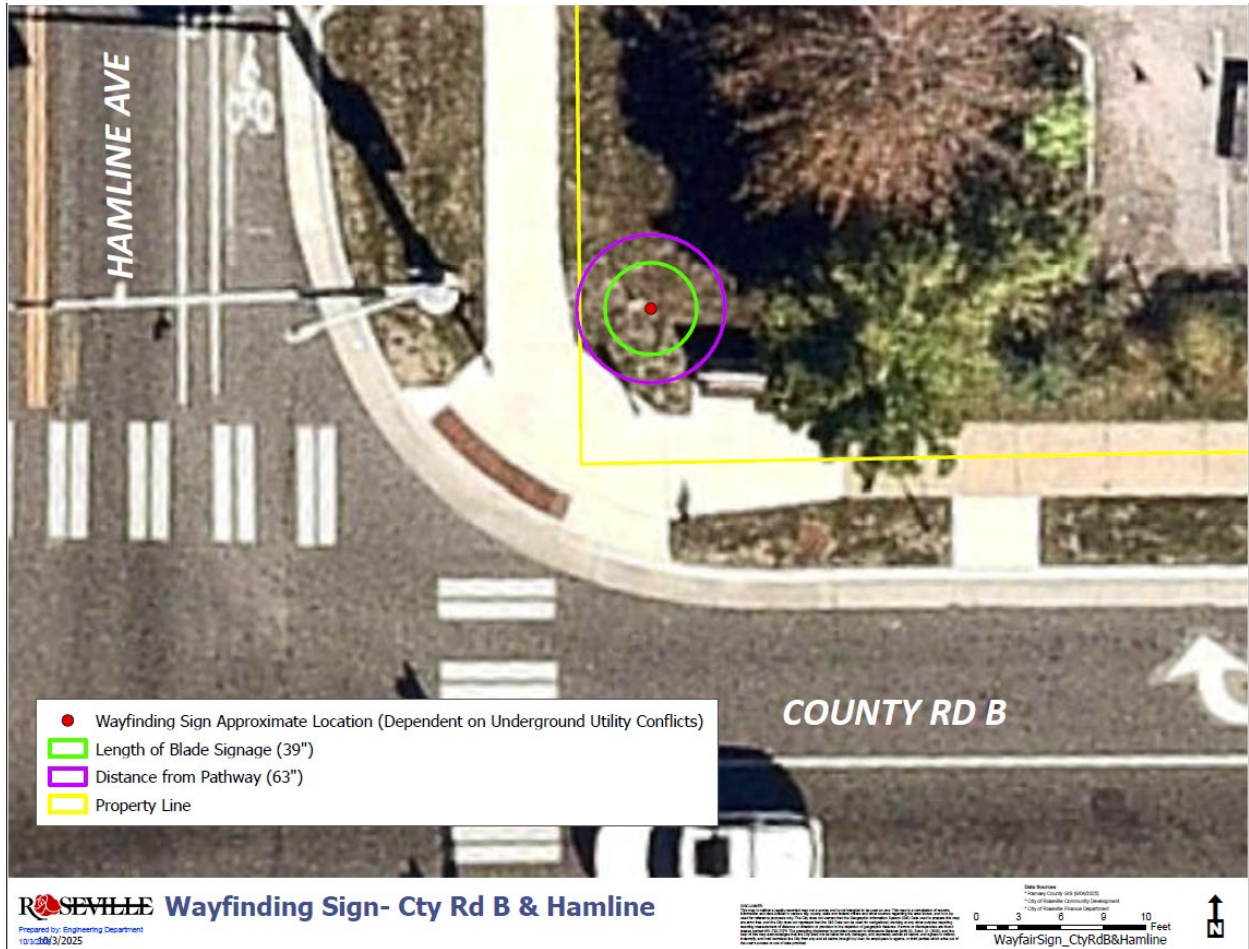
Its: Director, Property Manager

Approved as to Form:

By: _____
Scott Schwahn

Its: Senior Assistant County Attorney

EXHIBIT A



FUTURE MEETING AGENDA HIGHLIGHTS

March 2, 2026

March 16, 2026 – EDA Meeting

- Discuss Eviction and Foreclosure Prevention Program
- Pre-development Agreement with Hyde Development for PIK property
- Authorize agreement with Ramsey County for Environmental Response Fund (ERF) for Hyde Development

March 16 – City Council Meeting

- Receive presentation from Liz Nowak, Visit Roseville President and CEO
- Discuss Broadband Franchising
- Establish 2027 Budget Calendar
- Receive Preliminary Cash Reserve Levels

March 23 – City Council Meeting

- Fair Housing Proclamation
- Consider Rezoning and Comprehensive Plan Amendment for State Patrol Headquarters
- Consider Encroachment Agreement for State Patrol Project
- Consider 2026-27 Hotel Licenses

April City Council Meetings

- April 6, 13, 20

May City Council Meetings

- May 4, 11 (also EDA), 18

			<u>Future Agenda Review - Longer Term Initiatives</u>		2/26/2026
			(items that likely require council discussion/action)		
<u>Item</u>			<u>Initiated By</u>	<u>Target Date</u>	<u>Status/Notes</u>
Discuss penalties for license holders of mulitple businesses			Council	2nd/3rd Quarter 2026	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