



City Council Agenda

Monday, March 23, 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, Bauer, Strahan, Schroeder, and Roe
- 6:01 p.m. **2. Pledge of Allegiance**
- 6:02 p.m. **3. Approve Agenda**
- 6:03 p.m. **4. Public Comment**
- 6:08 p.m. **5. Recognitions and Donations**
a. Volunteer Month Proclamation
b. Fair Housing Month Proclamation
- 6:13 p.m. **6. Items Removed from Consent Agenda**
- 6:15 p.m. **7. Business Items**
a. Consider a request to perform an abatement for unresolved violations of City Code at 2165 Victoria Street N
- 6:30 p.m. b. Adopt an Ordinance and Resolution changing the land use map designation and zoning of three parcels addressed as 1500 Highway 36 West from Employment (E-1) and Mixed-Use (MU-4) to Institutional (INST) for the Minnesota State Patrol Headquarters facility.
- 6:50 p.m. c. Consider Renewal of Hotel License for Motel 6, 2300 Cleveland Ave
- 7:10 p.m. d. Discuss Appointment of Roseville Resident to Falcon Heights's Les Bolstad Golf Course Redevelopment Community Advisory Committee
- 8. Council Direction on Councilmember Initiated Agenda Items**
- 9. Approval of City Council Minutes**
- 7:25 p.m. **10. Approve Consent Agenda**
a. Approval of Payments
b. Approve General Purchases Exceeding \$10,000 or Sale of Surplus Items
c. Approve Renewal of Hotel License for Courtyard Marriott Hotel, 2905 Centre Pointe Drive
d. Approve Renewal of Hotel License for Fairfield Inn and Suites, 3045 Centre Pointe Drive
e. Approve Renewal of Hotel License for Hampton Inn, 2050 Iona Lane
f. Approve Renewal of Hotel License for Residence Inn, 2895 Centre Pointe Drive
g. Approve Renewal of Hotel License for Home 2 Suites, 2020 Iona Lane
h. Approve Renewal of Hotel License for Country Inn and Suites, 2740 Snelling Ave.
i. Approve Renewal of Hotel License for DoubleTree by Hilton Hotel, 2540 Cleveland Ave.

- j. Approve Renewal of Hotel License for Avid Hotel, 3015 Centre Pointe Dr.
- k. Approve Renewal of Hotel License for Key Inn, 2550 Cleveland Ave.
- l. Approve Renewal of Hotel License for Holiday Inn Express, 2715 Long Lake Road

7:30 p.m. **11. Future Agenda Review, Communications, Reports, and Announcements - Council and City Manager**

- a. Future Agenda
- b. Monthly Commission Updates

7:40 p.m. **12. Adjourn**



Volunteer Month Proclamation April 2026

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

WHEREAS: City of Roseville volunteers contributed 6,045 hours of service in 2025, which is the equivalent of 2.6 full-time positions, helping facilitate the city's innovative natural resources program; volunteering at community celebrations including Rosefest, Earth Day, and Wild Rice Festival; contributing time to Public Works initiatives including Clean-up Day and Shredding Day; and helping to beautify our city at events including Blooming Boulevard and Arbor Day; and

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

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

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

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

Now, Therefore Be It Resolved, that the City Council hereby declares April 2026, to be Volunteer Month in The City of Roseville.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this 23rd day of March, 2026.

Mayor Daniel J. Roe



Fair Housing Month April 2026

Whereas: The month of April marks the anniversary of the passage of the Federal Fair Housing Law of 1968, recognizing that no American should have their right to purchase or rent shelter of choice abridged because of race, color, religion, sex, handicap, familial status or national origin, sexual orientation or gender identity; and

Whereas: Equitable access for all is a fundamental policy of this nation and the City of Roseville; and

Whereas: The location where people live has a direct impact on the quality of their health, education and access to economic opportunities; and

Whereas: Historical racial discriminatory housing practices, often referred to as redlining, have created lasting racial and economic segregation in communities that have created disparate outcomes in overall quality of life, including access to homeownership, quality education, healthcare, and transportation as a few examples; and

Whereas: The City of Roseville, as part of its commitment to being a leader in creating a more just and inclusive community for all passed a resolution on July 11, 2022, joining The Just Deeds Project to help homeowners discharge discriminatory language from their property titles; and

Whereas: Economic stability, community health, and human relations in all communities are improved by diversity and integration; and

Whereas: The City of Roseville adopted a Fair Housing Policy on November 5, 2018 certifying that it will affirmatively further fair housing, making way for receipt of federal community development funds in service of this goal; and

Whereas: The City of Roseville, through its strategic plan, is further committed to promoting housing access and choice and fostering inclusive communities, free from housing discrimination so housing types are provided in a manner that meets the life-cycle continuum, residents feel safe, secure, and stable in their housing, and are not cost-burdened by their housing ensuring economic success for households at all income levels; and

Whereas: The City Council establishes the City of Roseville as an inclusive community committed to fair housing by applying this to its housing programs and services; and promotes appropriate activities by private and public entities intended to provide or advocate for equitable housing opportunities for all residents and prospective residents of Roseville;

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

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this 23rd day of March, 2026.

Mayor Daniel J. Roe

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/23/2026

Item No.: 7.a.

Department Approval

Janice Gundlach

City Manager Approval

Samir P. Trivedi

Item Description: Consider a request to perform an abatement for unresolved violations of City Code at 2165 Victoria Street N

Background

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

- Multiple inoperable vehicles (407.02.G, 407.04.D)
- Vehicles without current registration (407.02.G, 407.04.D)

This property has been the subject of City Council authorized abatements on June 5, 2023, November 25, 2024 and February 24, 2025. On March 9, 2026, staff confirmed numerous violations were again present at this property. A letter was mailed to the property on March 10, 2026 detailing the violations and notification of the Council hearing date of March 23, 2026 (Attachment 4). On March 10, 2026, staff sent invoices for Administrative Citations and Repeat Nuisance fees (Attachment 4). A follow-up inspection on March 18, 2026, showed no progress toward compliance related to the unlicensed and inoperable vehicles.

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

Policy Objectives

Property abatements, although considered a last resort, support the City's responsive services and safety strategic priority. These actions advance the City's desired impact that community members feel confident city services are responsive to ongoing needs and positively impact their quality of life. Abatement of public nuisances supports the goal of taking proactive steps to create a safer community through prevention, planning and early intervention.

Equity Impact Summary

An equity impact analysis is not indicated for abatement requests.

Budget Implications

The estimated costs of the proposed abatement include the following:

Removal of unlicensed, inoperable vehicles	\$0
Abatement fee per City-adopted Fee Schedule	\$350
TOTAL	\$350

Staff Recommendations

Staff recommends the Council direct Community Development staff to abate the above referenced public nuisance violations at 2165 Victoria St N.

Requested Council Action

By motion, direct Community Development staff to abate the public nuisance violations at 2165 Victoria St N., by notifying a towing company to remove the unlicensed and/or inoperable vehicles from the property.

If so ordered, the property owner will be billed for actual and administrative costs. If charges are not paid, staff will recover costs as specified in Section 405.08.B.

Prepared by: Dave Englund, Building Official

Attachments:

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



Data Sources
 * Ramsey County GIS Base Map (2/5/2025)
 For further information regarding the contents of this map contact:
 City of Roseville, Community Development Department,
 2660 Civic Center Drive, Roseville MN

Disclaimer
 This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.

0 100 200 Feet



2165 Victoria St N

ATTACHMENT 2

March 9, 2026

- Staff observed numerous inoperable/unlicensed vehicles.

March 10, 2026

- Council hearing notice sent to property owner.
- Administrative Citation and Repeat Nuisance fee sent to property.

March 18, 2026

- All violations remain
- RCA drafted and submitted

March 23, 2026

- Hearing before Roseville City Council

CITED CITY CODE SECTIONS

Sec. 405.02. - Nuisances affecting public comfort or repose.

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

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

3.Vehicles of any type in inoperable condition;

d.Vehicle parking, general. No person shall cause, undertake, permit or allow the outside parking and storage of vehicles in residentially-zoned property unless it complies with the following requirements:

- 1.Vehicles shall be on an improved surface as defined in this Code.
- 2.Vehicles must be owned by a person who is a legal resident of that property and continuously maintain current registration and licensure.

Sec. 405.04. - Vehicles constituting a public nuisance.

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

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



Community Development Department
2660 Civic Center Drive
Roseville, Minnesota 55113
(651) 792-7080

ADMINISTRATIVE CITATION

March 10, 2026

Korhan Yesil
2165 Victoria St N
Roseville MN 55113-4434

Re: Case #: ENF26-023 (2165 Victoria St, Roseville, MN 55113)

This constitutes 5 Administrative Citations (one per violation) issued under City Code Section 102. On **March 9, 2026** the following violation(s) were observed at the above-referenced property address:

Violation	Code Section	Penalty
5 unlicensed and/or inoperable vehicles stored outside (x5)	407.02 G, 407.04 D	\$1000.00

Payment: A payment must be submitted within seven (7) days of this notice date. A check payment may be delivered in person or mailed to the City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113. Payment may also be made over the phone or in person with a credit card by calling (651) 792-7080. Payment of the Administrative Citation acknowledges a violation of City Code. If the Administrative Citation is unpaid, all charges may be assessed against the property pursuant to City Code Section 102.01.C.8 and Minnesota Statute 429.101.

Notice Contestation and Hearing:

Any person contesting an administrative offense may, within seven (7) days of the time of issuance of the notice, request, in writing, a hearing. The Hearing Officer shall forthwith conduct an informal hearing to determine if a violation has occurred. The Hearing Officer shall have the authority to dismiss the violation or reduce or waive the penalty. If the violation is sustained by the Hearing Officer, the violator shall pay the penalty imposed (*City Code Section 102.01.C.5*). The City Manager shall be the hearing officer (*City Code Section 102.01.C.6*).

Continued Compliance: The payment of the penalty does not release the property owner from the responsibility of maintaining the property in compliance with City Code. If the violation remains after ten (10) days of issuance of this citation (without notice contestation request), the City may move forward with abatement proceedings to correct the issue, which could result in additional amounts owed by the property owner.

David Englund, Building Official
City of Roseville
651-792-7087
David.englund@cityofroseville.com

OFFICE USE ONLY

Amount: _____

Date: _____

Delivery _____

Method: _____

Delivered By: _____

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

March 10, 2026

Case #: ENF25-023

Korhan Yesil
2165 Victoria St N
Roseville MN 55113-4434

Dear Property Owner:

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

The combined ongoing violations include:

- Inoperable vehicles stored outside
- Unlicensed vehicles stored outside
- Vehicles stored on unimproved surface.

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

- 407.02 G and 407.04 D, which require that vehicles stored outside be in operable condition and display current registration / licensure and are stored on an improved surface.

Corrective Measures:

- Ensure all vehicles stored outside are in operable condition, move vehicles to storage inside of structure, or remove vehicles from property.
- Ensure all vehicles stored outside display current licensure / registration, move vehicles to storage inside of structure, or remove vehicles from property.
- Remove any vehicle from storage on unimproved surface onto improved surface.

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

This public hearing will be scheduled for an upcoming City Council meeting on **March 23, 2026**, for which you are being notified. City Council meetings are held in the City Council Chambers located at 2660 Civic Center Drive and begin at 6:00 p.m. I encourage you to attend the meeting. You will be given the opportunity to speak. If you have any questions regarding this matter, please contact me at 651-792-7087.

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



Community Development Department
2660 Civic Center Drive
Roseville, Minnesota 55113
(651) 792-7080

IMMEDIATE ACTION REQUIRED BY April 9, 2026

REPEAT NUISANCE SERVICE CALL FEE - \$250.00

If no payment is received by April 9, 2026, the fee amount may be assessed to property March 10, 2026

Korhan Yesil
2165 Victoria St N
Roseville MN 55113-4434

Re: Case ENF26-023: 2165 Victoria St., Roseville, MN 55113

This is a Repeat Nuisance Service Call Fee issued under City Code Section 511. On March 9, 2026, a 7th violation, within 720 days, to City Code was observed at **2165 Victoria St, Roseville, Minnesota. The amount of the Repeat Nuisance Service Call Fee is \$250.00, and an invoice is included with this notice.**

Violation Date	Case Number	Violation Description
3/29/2023	ENF23-057	Outside Storage, Unlicensed / Inoperable Vehicles
4/20/2023	STOP23-079	Driveway expansion without permit
4/20/2023	ENF23-077	Property not registered as a rental
5/12/2023	ENF23-109	Inoperable vehicles, commercial vehicles, outside storage.
5/12/2023	STOP23-114	Additional Work without permits
10/22/2024	ENF24-387	Unlicensed and inoperable vehicles stored outside
2/4/2025	ENF25-044	Unlicensed and inoperable vehicles stored outside
3/9/2026	ENF26-023	Outside storage of unlicensed and/or inoperable vehicles (x5)

Payment: A payment must be submitted within thirty (30) days of this notice date. A check payment may be delivered in person or mailed to the City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113. Payment may also be made over the phone or in person with a credit card by calling (651) 792-7080. Payment of the Repeat Nuisance Service Call Fee acknowledges a violation of City Code. If the Repeat Nuisance Service Call Fee is unpaid, all charges may be assessed against the property pursuant to City Code Section 511.05 and Minnesota Statute 429.101.

Right to Appeal: Any person contesting a Repeat Nuisance Service Call Fee may, within ten (10) days of the date of issuance of the notice, request, in writing, a hearing. The request must be mailed or hand delivered to the City Manager's Office, 2660 Civic Center Drive, Roseville, MN 55113. If the violation is sustained by the Hearing Officer, the violator shall pay the penalty imposed within ten (10) business days. (City Code Section 511.07).

Continued Compliance: The payment of the penalty does not release the property owner from the responsibility of maintaining the property in compliance with City Code. If the violation remains after ten (10) days of issuance of this (without notice contestation request), the City may move forward with abatement proceedings to correct the issue, which could result in additional amounts owed by the property owner.

David Englund, Building Official
City of Roseville
651-792-7087
David.englund@cityofroseville.com

OFFICE USE ONLY

Amount: _____
Date: _____
Delivery Method: _____
Delivered By: _____

Enclosure: Repeat Nuisance Service Call Fee Invoice





















REQUEST FOR COUNCIL ACTION

Date: 3/23/2026
Item No.: 7.b.

Department Approval

Janice Gundlach

City Manager Approval

Samuel Truog

Item Description: Adopt an Ordinance and Resolution changing the land use map designation and zoning of three parcels addressed as 1500 Highway 36 West from Employment (E-1) and Mixed-Use (MU-4) to Institutional (INST) for the Minnesota State Patrol Headquarters facility.

Background

Land Use Context	Existing Land Use	Land Use Guiding	Zoning Classification
Site	Former Department of Education and North American University (also State Farm)	Employment (north) and Core Mixed-Use (south)	Employment (E-1) Core Mixed-Use (MU-4)
North	Highway 36 Water's Edge and Cedarholm GC	NA Employment Park and Recreation	NA Employment (E-1) Park and Recreation (PR)
South	Restaurant, bank, retail	Core Mixed-Use	MU-4
West	Snelling Avenue and Highway 36 interchange	NA	NA
East	Furniture store	Employment	Employment (E-1)

Level of Discretion in Decision Making

Actions taken on a Comprehensive Plan Land Use change and Rezoning request are legislative; the City has broad discretion in making land use decisions based on advancing the health, safety, and general welfare of the community.

Proposal

The proposal by Minnesota State Patrol consists of a Comprehensive Land Use Map Change and subsequent Rezoning to permit the construction of their roughly 81,100 square foot headquarters with site improvements and amenities (Attachment 3 – project narrative and site plan).

Specifically, the land use map change seeks to amend the existing Comprehensive Plan Map from Core Mixed-Use (parcel south of Commerce Drive) and Employment (1500 Highway 36) to Institutional. Similarly, the proposal seeks to amend the existing Official Zoning Map from Core Mixed-Use (MU-4) and Employment (E-1) district to Institutional (INST) district.

On January 15, 2026, Minnesota State Patrol and Leo A. Daly (project consultant) held the required Open House Meeting to discuss with those in attendance their desires for the subject property. Seven

(7) members of the community attended the meeting, mostly asking questions about the redevelopment project but not about the comprehensive land use plan or zoning map designations (existing or proposed). A summary of the Open House can be found as Attachment 4, which has been mailed to the meeting attendees who provided their address.

While most comprehensive land use map amendments and rezonings are necessary to permit a project, the State Patrol Headquarters use could be permitted under the current land use guiding and zoning classifications. The request by the Minnesota State Patrol to change to Institutional land use and zoning classifications, although not required, are appropriate to ensure the use (state agency headquarters facility) aligns with the intended purpose of the land use and guiding classifications for civic, school, library, church, and similar uses.

Beyond ensuring the use is in alignment with the purpose and intent of underlying land use and guiding classifications, as a headquarters for the State Patrol, the facility has unique needs in terms of security and limited public access. The public will have time-appropriate access to the main office portion of the facility (west) and public training sessions will occur in the garage area directly east of the courtyard. Given these unique security and public access needs, the Institutional district offers allowances for site and building designs outside the typical standards, which make the Institutional land use and guiding classifications more amendable than the Mixed-Use and Employment classifications. More specifically, the Institutional district provides for the following Special or Object-Oriented Buildings provision, as defined below:

Special or Object-Oriented Buildings: In some cases, a uniquely designed building may be proposed that is considered outside of these stated Standards due to its purpose, use, design, and/or orientation (e.g. a memorial, special civic function, etc.). If such a building is proposed, then it may be considered independently of these standards and would be subject to final approval by the City Council.

The City Planner has reviewed the proposed site plan against the zoning code for specific standards or requirements that the proposed State Patrol building and site would require relief from if developed under the current Mixed Use and Employment district zoning. Understanding these details is important in comparing the magnitude of difference between the existing Mixed Use/Employment and proposed Institutional land use and zoning classifications. Based on the proposed site plan and the existing standards or requirements, the following outlines areas of noncompliance that would necessitate a variance:

B. Entrance Orientation: At least one building entrance shall be oriented to the primary abutting public street. The entrance must have a functional door. Entrances shall be clearly visible and identifiable from the street.

The City Planner has determined the primary abutting public street (the street where the highest level of pedestrian activity is anticipated) is Commerce Street. However, this Design Standard assumes the public has access to the building via multiple entrances, which may not always be the case. Since the State Patrol facility will have limited or time-appropriate public access, and because this needs to be a secure facility, the plan before the City Council for approval includes several entrances. However, the primary/public entrance is to be located on the west side of the facility, facing Snelling Avenue. The facility does include other entrances, but those are secure and for employees of the State Patrol. These include two entrances facing east and associated with the parking garage; two associated with the office portion of the building adjacent to the courtyard; and one on the north by the trash and recycling area, which is difficult to view due to the screen wall. Given the use of the building, the proposed entrance orientations seem to be reasonable.

D. Overhead Doors: Overhead Doors shall be located on rear or side facades

The main purpose of this requirement is to eliminate garage or overhead doors from facing the primary street or what is typically the front yard. Most of the overhead doors associated with the State Patrol

Headquarters facility are located on the side or the rear of the building. Specifically, there are three overhead doors on the east side of the building, two overhead doors on the south side, and a set of overhead doors on the west side of the building, all serving ingress and egress for general parking, a wash bay, large evidence storage, and/or to access a bay for training purposes. Lastly, there is an overhead door on the north side of the building facing Highway 36, however it cannot be seen due to the required screen wall associated with the trash and recycling for the facility. Given the use of the building, the proposal for overhead doors seems reasonable.

E. Frontage Requirement: A development must utilize one or more of the three options below for placement of buildings and parking relative to the primary street:

3. At least 70% of the street frontage shall be occupied by building facades placed within 85 feet of the front lot line. Only two rows of parking and a drive aisle may be placed within this setback area.

The purpose of this Design Standard and the three setbacks associated with the Frontage requirement is to encourage sites to be developed near the public realm and/or be pedestrian-friendly by building forward and locating parking to the side and rear of the property. Hence, the maximum requirement of an 85-foot building setback, allowing two rows of parking between the street and building. The State Patrol Headquarters building is situated in a similar location to that of the former State Farm Insurance building, which is to have a visual presence on Highway 36. Beyond highway visibility desires, the State Patrol facility requires security features that limit the public's ability to access the building. These reasons negate the need for the building to be nearer the public realm. These factors effectively result in the State Patrol headquarters building occupying approximately 628 feet of frontage on Commerce Street, or 39%, when the strict application of this Design Standard would require 1,139 feet of the building to be located within 85 feet of the front lot line in order to meet the 70% frontage standard. Further, the proposed site plan illustrates a building setback ranging from 117 feet to 170 feet from Commerce Street, containing up to four rows of parking with two drive lanes in-between. Lastly, there is an accessory building proposed near the southeast corner of the property adjacent to the ingress/egress of Highway 36 and Commerce Street. The accessory building will house a couple of State Patrol trailers and the magazine unit for explosives storage. Given the use of the building, the proposed building placement and its occupied frontage seem reasonable.

3. Fences in front yards shall not exceed 4 feet in height. Notwithstanding this limitation, fences in front yards which are adjacent to the side or rear yards of abutting lots may be as tall as 6.5 feet.

The "front yard" is deemed to be Commerce Street. The proposal by the State Patrol is for a fully secure facility that includes 8-foot-tall perimeter fencing for each parcel and 8-foot-tall security-controlled gate access for employees. Public access during time-appropriate periods will be provided via electronically monitored access. As such, fencing is proposed at a height 4 feet taller than this standard permits in the front yard and 1-1/2 feet taller than this standard permits everywhere else. Given the use of the building, the fencing proposed seems reasonable.

To summarize the above analysis, and in order to permit the items staff has highlighted above, the City Council must approve the proposed site plan via the "Special or object-oriented buildings" provision in Section 1007.02.8. Staff finds the uniquely designed building and use to meet the purpose and intent of this zoning provision and would recommend approval.

Comprehensive Land Use Plan Map Change

Applicant-initiated Comprehensive Plan and Official Zoning Map changes undergo the same open house and public hearing process as City-initiated map changes. Comprehensive Land Use Plan Map amendments also require the City Council to approve with an affirmative vote of at least 4/5ths of the City Council's total membership.

As stewards of the Comprehensive Plan, staff have been advancing specific goals, policies, and strategies contained within the Land Use Chapter of the Plan since its last update in 2019. Similarly, when developments come forward seeking guidance concerning the Comprehensive Plan, staff work

with these individuals on whether a proposed project advances any goals and/or strategies of the Plan. The Planning Division has included two such goals and their strategies that align well with the proposal to change the current land use guiding and zoning:

Goal — Create regulations that allow renovation and redevelopment of spaces that could be used to support a variety of small businesses.

Strategies:

- Promote and support the redevelopment of physically and economically obsolete or underutilized property.

Goal — Create an attractive, vibrant, and effective city with a high quality of life by implementing placemaking principles in the design and management of the public realm.

Strategies:

- Create design standards for both vertical and horizontal mixed-use developments, not only so that the uses are compatible, but so that the scale, mass, and feel of new development enhances the desired community character.

As has been stated previously, the request by the Minnesota State Patrol to change to Institutional land use and zoning classifications are to ensure the use (state agency headquarters facility) aligns with the intended purpose of the land use and guiding classifications for civic, school, library, church, and similar uses. Therefore, Planning Division staff support the proposed land use map change from Employment and Core Mixed-Use to Institutional.

Zoning Map Change

It is required that the City's official Zoning Map aligns with the Comprehensive Plan's land use guide plan map. Given staff's support to change the land use guide plan map, Planning Division staff supports the rezoning of the properties from Employment (E-1) District and Core Mixed-Use (MU-4) District to Institutional (INST) District.

Therefore, if the Comprehensive Plan change is supported by the City Council, the requested Zoning Map change becomes a procedural step to ensure the zoning map continues to be "consistent with the guidance and intent of the Comprehensive Plan" as required in City Code §1009.04 (Zoning Changes).

The City Planner has contacted the City's sector representative with the Metropolitan Council to discuss the land use map change. It was concluded the amendment would most likely be completed under the Council's administrative review process, which cannot commence until the City Council takes action.

Policy Objectives

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

Equity Impact Summary

This analysis is not indicated for land use decisions that are legislative and/or quasi-judicial in nature.

Budget Implications

Not applicable

Staff Recommendations

At the regular meeting of Roseville Planning Commission on March 4, 2026, the Planning Commission asked non-consequential questions of staff and the applicant to better understand the proposed use and

redevelopment. No citizens addressed the Commission.

Consistent with the staff recommendation, the Planning Commission voted 7-0 to recommend approval of the comprehensive plan land use map change and rezoning as requested by the Minnesota State Patrol (see Attachment 5). And while not a requirement that the Planning Commission make a recommendation to the City Council on the request for allowance of the “special or object-oriented buildings” provision provided in the Institutional zoning district regulations, the Planning Commission discussed this need and signaled support.

Requested Council Action

Staff recommends the following three actions be taken to approve the request to redevelop 1500 Highway 36 West with a headquarters facility serving the Minnesota State Patrol:

1. Adopt the Resolution provided as Attachment 6, approving Comprehensive Land Use Map Change of 1500 Highway 36 (includes the following three parcels – 10-29-23-33-0001, 10-29-23-34-0002 and 10-29-23-33-0002) be re-guided from Core Mixed-Use and Employment to Institutional.
2. Adopt the Ordinance provided as Attachment 7, rezoning 1500 Highway 36 from Employment District (E-1) and Core Mixed-Use District (MU-4) to Institutional (INST) District.
3. By motion, approve the Minnesota State Patrol as a Special or Object-Oriented Building based on the content of the Request for City Council action dated March 23, 2026 and subject to compliance with the plans and specifications provided as Attachment 8.

Alternative Actions

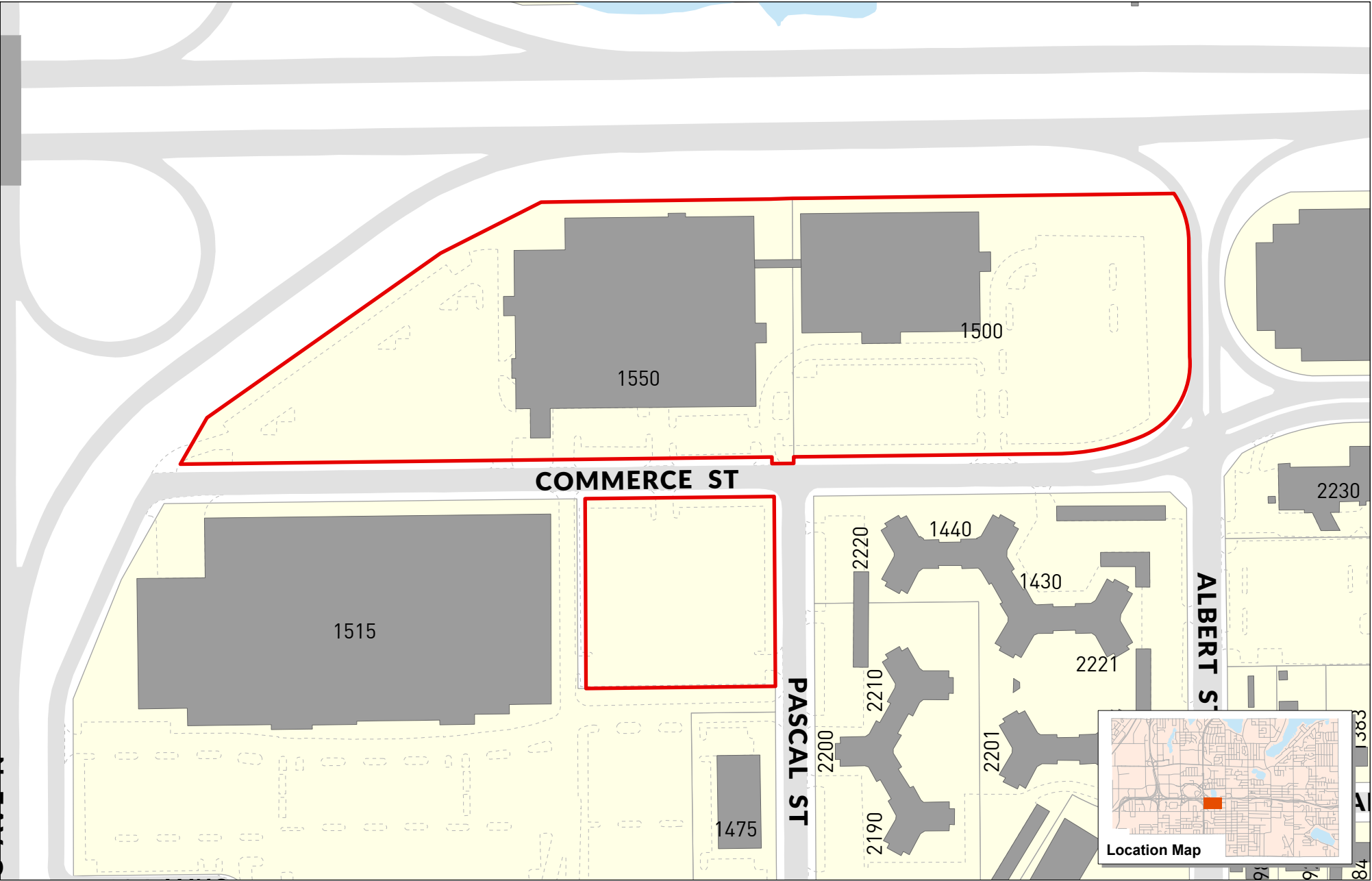
1. Pass a motion to table the item for future action. An action to table consideration of the requested variance must be based on the need for additional information or further analysis to reach a decision on one or both requests. Tabling may require extension of the 60-day action deadline established in Minn. Stat. 15.99 to avoid statutory approval.
2. Adopt a resolution denying the requested land use map change and rezoning. A denial must be supported by specific findings of fact based on the City Council's review of the application, applicable comprehensive plan and zoning code items, and the public record.

Prepared by: Thomas Paschke, City Planner

Attachments:

1. Base Map
2. Aerial Photo
3. Narrative and Site Plan
4. Open House Summary
5. March 4 Draft Planning Commission Minutes
6. Resolution
7. Ordinance
8. Site & Building Development Plans & Specifications

Attachment 1: Planning File 26-001



Attachment 2: Planning File 26-001



Prepared by:

Community Development Department

Printed: February 25, 2026

Data Sources

* Ramsey County GIS Base Map (2/14/2026)

* Aerial Data: EagleView (4/2024)

For further information regarding the contents of this map contact:

City of Roseville, Community Development Department,

2660 Civic Center Drive, Roseville MN

Disclaimer: This is a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.

0 50 100
Feet



DRAFT

LEO A DALY

PLANNING

ARCHITECTURE

ENGINEERING

INTERIORS

December 18, 2025

SUBJECT: Minnesota State Patrol – Open House Application Narrative for Zoning Map Change**PROJECT LOCATION: 1500 Highway 36 W, Roseville, MN 55113**

The Minnesota Department of Public Safety has confirmed its plans for constructing the state's first ever purpose-built law enforcement facility for the Minnesota State Patrol.

This 50-year modern-day law enforcement focused facility will better unify the staffing and support services of the Minnesota State Patrol, thus ensuring more efficient response and service to the public across the entire state. A focus on wellness, security, as well as sustainable construction processes and systems will provide an appropriate foundation for State Law Enforcement and the State Patrol to best serve the state for decades to come.

The facility will provide dedicated office space, meeting rooms, collaboration spaces for use with other City, County, and Federal Agencies, secured evidence processing, a dedicated vehicle garage, K9 focused areas, among other dedicated law enforcement focused support spaces.

The exterior site will include a focus on natural landscapes that represent the varied biomes of Minnesota, including the Prairie Pothole, North Shore rock faces, The Driftless and Big Woods areas.

In order to best provide this new facility on this parcel and avoid multiple variances, and/or conditional use permits, through coordination with the City of Roseville it was determined that a change of zoning from "E-1 – Employment" & "MU-4 – Core Mixed Use" to "INST – Institutional" is appropriate. This would best serve the purposes of the design, construction, and final use, as is needed for the operational success of the Minnesota State Patrol.

Below are initial concept renderings of this new facility. Please also see the attached concept site plan for layout and use of the site as well.

LEO A DALY

December 18, 2025

MN State Patrol Headquarters – Open House Application Narrative

Page 2

DRAFT



Rendering from Highway 36 facing East

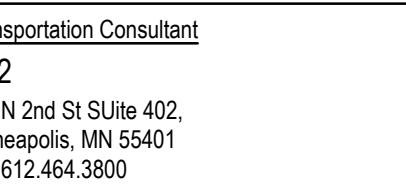
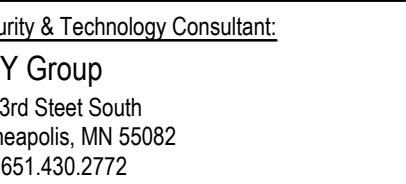
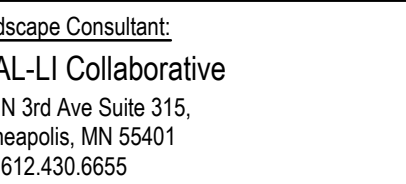
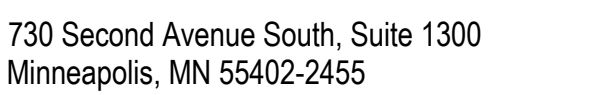


Rendering from Highway 36 facing West

1. VERIFY ALL FIELD CONDITIONS AND UTILITY LOCATIONS PRIOR TO EXCAVATION/CONSTRUCTION. IF ANY DISCREPANCIES OR UNKNOWN UTILITIES ARE FOUND, NOTIFY THE DESIGN OR/REPAIR CONSTRUCTION. THE ENGINEER AND OWNER SHOULD BE NOTIFIED IMMEDIATELY.
2. DIMENSIONS SHOWN ON THIS PLAN ARE TO THE PROPERTY LINE, EDGE OF PAVEMENT, FACE OF CURB AND BUILDING FACE UNLESS OTHERWISE NOTED.
3. MEET AND MATCH EXISTING CONDITIONS. PROVIDE TRANSITION AS NECESSARY.
4. ALL CURBS TO HAVE 3/4" EXPANSION JOINTS AT A MAXIMUM OF 100'-0" AND CONTROL JOINT AT A MAXIMUM OF 10'-0".
5. ALL PARKING STRIPS TO BE PAINTED WITH 4" WIDE WHITE STRIPE. ACCESSIBLE ROUTES AND ACCESS AISLES TO BE PAINTED WITH 4" WIDE WHITE PERIMETER BORDER AND 4" WIDE STRIPE. 18" ON CENTER, AND 46" SPACING TO WHITE.
6. PROVIDE PAINT SYMBOLS AND SIGNAGE AT ACCESSIBLE PARKING SPACES.
7. THE CONTRACTOR SHALL CONSTRUCT ALL PAVEMENTS TO CONFORM WITH THE CORRECT LINES AND FINISHED GRADES ON THE PLANS. NO PONDING OF WATER WILL BE ALLOWED. MATCH EXISTING PAVEMENT GRADES AT TEIN POINTS. CUT CONTRACTION JOINTS AT EXISTING JOINT LOCATIONS.
8. CONTINUE CONCRETE PAVEMENT JOINTS THROUGH CURB.
9. SAW ALL JOINTS CONCRETE JOINTS, CLEAN DEBRIS, BLOW DRY AND IMMEDIATELY SEAL WITH JOIN SEALANT.
10. REINFORCE OOD SHAPED PAVING PANELS WITH #3 BARS AT 24" EACH WAY. AN OOD SHAPE PANEL IS CONSIDERED TO BE ONE IN WHICH THE SLAB TAPERES TO A SHARP ANGLE WHEN THE PANEL WIDTH RATIO EXCEEDS 3 TO 1. OR WHEN A SLAB IS NEITHER SQUARE NOR RECTANGULAR.
11. SEE ARCHITECTURAL PLANS FOR LOCATIONS OF DOORS, STAIRS, BOLLARDS, AND MONUMENT SIGN. SEE STRUCTURAL PLANS FOR STOOP LOCATION AND SIZES.
12. SEE ELECTRICAL SITE PLANS FOR LIGHTING LOCATIONS AND DETAILS.
13. THE COST OF ALL CITY PERMITS AND INSPECTIONS SHALL BE BORNE BY THE CONTRACTOR.
14. REFER TO SHEET CQ202 FOR SUBMITTAL AND CQ201 FOR EROSION CONTROL REQUIREMENTS. NOT INCLUDED WITH THIS SHEET.

EXISTING ZONING	E-1 EMPLOYMENT MU-4 MIXED USE (SOUTHERN PARCEL)
PROPOSED ZONING	I-1 INSTITUTIONAL
	<u>REQUIRED</u>
FRONT YARD SETBACK	10'
SIDE YARD SETBACK	N/A
REAR YARD SETBACK	10'
SURFACE PARKING SETBACK	15'
MAXIMUM GROUND COVERAGE	75%
PARKING SUMMARY	
PROPOSED EXTERIOR PUBLIC PARKING	131 STALLS
ACCESSIBLE STALL	5 STALLS
STANDARD STALL	126 STALLS
PROPOSED EXTERIOR SECURE PARKING	164 STALLS
ACCESSIBLE STALL	6 STALLS
STANDARD STALL	158 STALLS
AREA SUMMARY	
PROPERTY	670,217 SF. (15.39 AC.)
PROPERTY LESS R.O.W.	584,032 SF. (13.41 AC.)
	EXISTING PROPOSED
IMPERVIOUS	479,788 SF. (82.2%) 287,193 SF. (49.2%)
BUILDING COVERAGE	153,975 SF. (26.4%) 81,769 SF. (14.0%)
PARKING & WALK	325,813 SF. (55.8%) 205,424 SF. (35.2%)
PERVIOUS	104,244 SF. (17.8%) 286,839 SF. (50.8%)

 BITUMINOUS PAVEMENT
 GREENSPACE
 STORMWATER MANAGEMENT BASIN
 CONCRETE SIDEWALK
 GRAVEL
 BOARD/WALK SEE LANDSCAPE
 CONCRETE CURB & GUTTER
 FENCE



REVISIONS

[illegible]

ACTIVITY	BY
Manager	MJW
Design	MJW
Draw	AKW
Check	SMJ

STAM

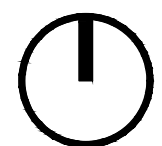
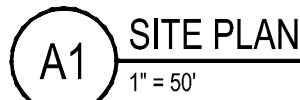
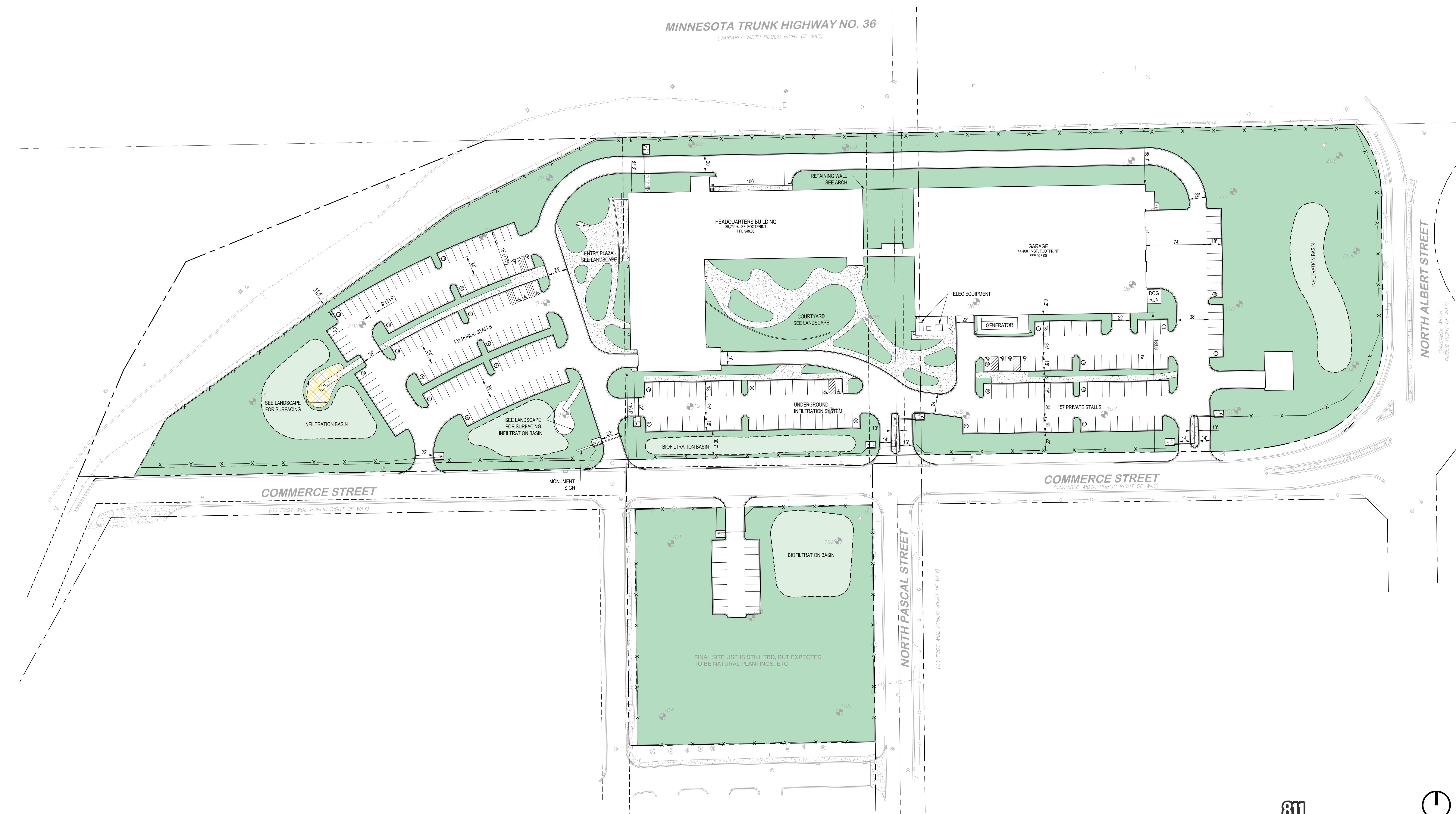
**DESIGN DEVELOPMENT
NOT FOR CONSTRUCTION**

90% DESIGN DEVELOPMENT DOCUMENTS

Project No. 023-10708-000 / LAD25019
Issue Date: MARCH 13, 2026

SITE PLAN

CS101



50 150
SCALE IN FEET



PLANNING
ARCHITECTURE
ENGINEERING
INTERIORS

February 11, 2026

Thomas Paschke, City Planner
City of Roseville, MN
2660 Civic Center Drive
Roseville, MN 55113
651-792-7000
thomas.paschke@cityofroseville.com

Subject: Minnesota State Patrol Headquarters – Zoning Map Change Open House Summary & Sign-in

Dear Mr. Paschke,

LEO A DALY (LAD) is pleased to present this letter with the outcome of the recent Open House event conducted at the Roseville City Hall, regarding re-zoning and comp plan adjustments for the new Minnesota State Patrol Headquarters project to be located at 1500 Highway 36 W, Roseville, MN 55113.

The intent of this open house was to allow residents within a 500' zone (area of notice) surrounding the property to learn more about the project and comment specifically on the requested change to rezone this property from E-1 & MU-4 to INST (institutional). Although no comments were received on the zoning change, LAD alongside The State of Minnesota and State Patrol, answered questions focusing on the initial design and use of the new proposed facility.

Comments received focused on traffic concerns from Highway 36 at the existing Albert Street Off/On ramp (MnDOT property), as well as pedestrian access from Hamline Ave and the Highschool nearby that often access this area and the properties to the south. The consensus on the use and layout/design of the proposed facility was generally well received and positive. But again, no specific concerns noted on re-zoning.

Please see the attached sign-in sheet for record of the residents who attended this open house event.

We appreciate this opportunity to work with the City of Roseville on this project.

Sincerely,
LEO A DALY

Matthew Keenan - Associate, Project Director
mpkeen@leoadaly.com

cc: File

Extract of March 4, 2026, Draft Planning Commission Meeting Minutes

1 a. Planning File Heading (PF26-001) Request by Minnesota State Patrol for Consideration 2 of a Comprehensive Plan Land Use and Zoning Map Change for 1500 Highway 36.

3 Chair Bjorum opened the public hearing for PF26-001 at approximately 6:44 p.m. and
4 outlined the purpose and process. He advised that this item will be before the City Council on
5 March 23, 2026.

6 City Planner Paschke summarized the request as detailed in the staff report dated March 4,
7 2026.

8 Mr. Paschke presented a request to amend the Comprehensive Plan and zoning map for
9 property located at 1500 Highway 36, just north of and east of the existing Target store. He
10 explained that the parcel along Highway 36 is currently designated as Employment in the
11 Comprehensive Plan. In contrast, the parcel to the south near the Target parking area is
12 designated as Core Mixed Use. The proposal would change both parcels to an Institutional
13 designation.

14 Mr. Paschke said the request was related to a planned facility for the Minnesota State Patrol,
15 which is part of the State of Minnesota. He explained that institutional land use and zoning
16 designations are typically used for public or civic facilities such as government buildings,
17 churches, and libraries. In contrast, the existing employment and mixed-use designations are
18 generally intended for private development. Because the State Patrol is a public agency that
19 will own and operate the site, staff determined that the institutional designation would be the
20 most appropriate classification for the property.

21 Mr. Paschke noted that the project could technically be built under the current employment
22 zoning, but doing so would likely require multiple variances due to the facility's specialized
23 design and operational needs, including building entrance orientation, overhead doors,
24 frontage requirements, and security fencing. Under the institutional zoning designation, the
25 project could instead be reviewed as a special or object-oriented building, which allows
26 flexibility for unique civic structures. In that case, the City Council would review and
27 approve the site plan and building design elements. At the same time, technical items such as
28 stormwater management would continue to be reviewed by the watershed district and city
29 engineering staff.

30 Mr. Paschke concluded by stating that staff believed the institutional land use and zoning
31 designation best reflected the proposed public safety use and therefore recommended
32 approval of the Comprehensive Plan and zoning amendments.

33 Member McGehee asked what the proposed use would be for the portion of the property
34 located on the opposite side of Commerce Street in the concept plan.

35 Mr. Paschke stated that he was not certain of the final proposed use for the portion of the
36 property located on the other side of Commerce Street. He noted that the concept plan
37 currently shows a small parking lot, while earlier versions had included elements such as
38 solar panels. He stated the applicant would need to provide clarification on the intended use
39 of that area.

40 Member Cyra asked whether there is a practical difference between the Comprehensive Plan
41 land use map and the city's official zoning map. He noted that the staff report referenced both
42 maps and stated that the zoning map must align with the Comprehensive Plan land use map,
43 and he asked for clarification on how the two maps differ and how they relate to one another.

44 Mr. Paschke explained that the Comprehensive Plan land-use map and the official zoning
45 map serve related but distinct purposes. He noted that zoning must be consistent with the
46 Comprehensive Plan, meaning zoning districts must support the goals and intended uses
47 identified in the land use designations. For example, areas designated as employment in the
48 Comprehensive Plan typically correspond with zoning districts that allow office, industrial,
49 or similar employment-related uses. In contrast, an institutional designation is intended for
50 civic or public facilities owned by government entities.

51 Mr. Paschke added that the different land use categories also carry different design standards
52 and development expectations, such as those that apply to residential or employment areas.

53 Chair Bjorum invited the applicant to come forward. He then indicated that the commission
54 would open the floor for questions from commissioners directed to the applicant.

55 Mr. Matthew Keenan introduced himself as a representative of the architecture and
56 engineering firm hired by the State of Minnesota to design and support the construction of
57 the proposed State Patrol facility. Mr. Jeremy Geiger introduced himself as the Assistant
58 Chief of the Minnesota State Patrol, and Ms. Wendy Kaufner introduced herself as a
59 representative from the Minnesota State Administration.

60 Member McGehee stated that since it was her final meeting, she wanted to ask several
61 questions about the proposed State Patrol facility. She expressed support for the project and
62 said she was interested in understanding more details about how the site would function.

63 Member McGehee asked about expected traffic patterns, including how vehicles would enter
64 and exit the site, how many vehicles might be present, and whether the facility would
65 primarily serve administrative functions or operate as a working patrol location with shift
66 changes. She also asked about the sustainability elements mentioned in project materials,
67 including references to biomes, solar panels, and other design features, and said she would
68 like to hear more about how those sustainability concepts would be incorporated into the
69 building design.

70 Assistant Chief Geiger explained that the facility would function as an active working
71 building that consolidates several State Patrol operations currently spread across six locations
72 in the metro area. He said administrative staff and support personnel would work there during
73 normal business hours. However, he noted that the State Patrol operates differently from
74 many agencies because troopers do not report to the building for shift roll calls. Instead,
75 troopers typically begin their shifts from home and go directly on patrol. As a result, the
76 facility would not generate large traffic surges from shift changes.

77 Assistant Chief Geiger added that there would still be some traffic from squad cars and staff,
78 particularly related to the garage area where vehicles would receive technology servicing and
79 equipment updates. Still, daily traffic patterns would be relatively steady rather than
80 concentrated at specific times.

81 Member McGehee responded that the explanation about traffic patterns was helpful, noting
82 that the nearby Highway 36 on- and off-ramp can be difficult to navigate. She said she
83 appreciated the clarification.

84 Ms. Kaufner explained that the project must follow the State of Minnesota's B3 sustainability
85 guidelines because it is funded with state bonding money. She noted that the building design
86 will incorporate the required sustainability features, such as solar panels and electric vehicle
87 charging stations, as part of those standards.

88 Member McGehee complimented the proposed building's appearance and raised a few
89 additional suggestions for consideration. She encouraged the project team to consider using
90 bird-safe glass because the area is located along a migration corridor in Roseville. She also
91 suggested that the nearby green space near the Target property and adjacent apartment
92 buildings could potentially be used for some of the project's proposed biome or sustainability
93 features.

94 Member McGehee noted that additional green space or natural landscaping could benefit
95 nearby residents who have limited access to open space while also complementing the
96 project's environmental design elements.

97 Mr. Keenan responded that the project must comply with Minnesota's B3 sustainability
98 requirements, which balance several goals, including building wellness and natural lighting.
99 He explained that while the design includes large windows to bring in natural light, the
100 building will also be fully equipped with bird-safe glass to address concerns about bird
101 migration.

102 Mr. Keenan added that the project will significantly improve the site's environmental
103 conditions, which are currently heavily paved and largely impervious. The redevelopment
104 will introduce more permeable surfaces, biofiltration and infiltration areas for stormwater
105 management, and extensive natural landscaping. He noted that much of this green space and
106 natural planting is planned for the southern portion of the site, which will substantially
107 increase vegetation and provide environmental benefits for both wildlife and the surrounding
108 area.

109 Member McGehee commented that the proposed site design appeared very attractive and that
110 the inclusion of green space and landscaping was encouraging. She also expressed
111 appreciation that the project would include bird-safe glass, noting the importance of
112 protecting birds in the area.

113 Chair Bjorum asked whether the proposed State Patrol facility would permit any public
114 access or if it would be fully secured and gated. He also requested that the applicant explain
115 how security for the site would be managed.

116 Mr. Keenan explained that the site will include perimeter fencing and gated areas to secure
117 portions of the property. However, the facility will still have a limited public component,
118 particularly during normal business hours. He noted that the State Patrol plans to host
119 training sessions, classes, and other programs that bring members of the public or partner
120 groups to the site. While most staff areas will remain restricted for security reasons, the
121 design considers how visitors will access the facility and includes plans to highlight the State
122 Patrol's history for those who come to the building.

Chair Bjorum asked for clarification about the type of perimeter fencing proposed for the site. He referenced a previous project where fencing had raised concerns. He asked whether the State Patrol facility would require high-security fencing, such as tall fencing with razor wire, or if the design would instead use a more typical or decorative style of security fencing.

Mr. Keenan explained that the proposed perimeter fencing would be designed to provide security while still maintaining visibility and an appropriate appearance. He said the fence would not be a solid barrier and would not include elements such as razor wire or other features that would make it resemble a correctional facility. Instead, it would be a more visually open fence that people can see through, and the design team is still evaluating the appropriate height and placement to ensure it fits well with the surrounding neighborhood and avoids creating a bunker-like appearance.

Member Cyra asked whether the applicant had received any notable feedback from the public during the project's open house. He asked if any concerns or suggestions from residents led to changes in the plans, or if overall the public response indicated general support for the project moving forward as proposed.

Mr. Keenan stated that the open house did not generate many comments specifically related to the zoning change. Most attendee questions focused on general aspects of the project, such as the building's appearance, placement, and how the facility would be used. He noted that some feedback related to pedestrian movement and how people travel between the nearby high school and Target, which the design team plans to consider as the project moves forward. Overall, he said the project appeared to be generally well-received by those who attended the open house.

Chair Bjorum invited members of the public to provide comments on the proposal. After confirming that no one wished to speak, he closed the public hearing at 7:05 p.m. and asked if the commission had any further discussion before calling for a motion.

Member Aspnes stated that she attended the project open house and reviewed the proposed designs, where she asked questions about impervious surfaces and stormwater management. She noted that earlier concepts had included a solar array on the parcel south of Commerce Street, but it appeared that idea may no longer be part of the plan.

Member Aspnes said she appreciated the proposed green space and native plantings included in the project. However, she expressed concern that rezoning the property to institutional would permanently remove it from the City of Roseville's property tax rolls.

Mr. Paschke clarified that the property had already been removed from the city's property tax rolls because the State of Minnesota owns it. He explained that the zoning designation itself does not affect tax status.

Community Development Director Janice Gundlach clarified that zoning does not determine whether a property is tax-exempt and noted that the property is already tax-exempt because the State of Minnesota owns it. She also explained that rezoning the property to institutional now does not permanently prevent it from being rezoned again in the future, as the city has the authority to initiate zoning changes if circumstances change.

Member Aspnes stated that the potential loss of property tax revenue had been her only concern regarding the rezoning proposal.

MOTION

Member McGehee moved, seconded by Member Aspnes, to recommend to the City Council approval of the property at 1500 Highway 36 (includes the following three parcels – 10-29-23-33-0001, 10-29-23-34-0002, and 10-29-23-33-0002) be re-guided from a Comprehensive Plan Land Use map designation of Core Mixed-Use and Employment to Institutional. (PF26-001).

Ayes: 7

Nays: 0

Motion carried.

Member Barstad moved, seconded by Member McGehee, to recommend to the City Council approval of the property located at 1500 Highway 36 be rezoned from Employment District (E-1) and Core Mixed-Use District (MU-4) to Institutional (INST) District. (PF26-001)

Ayes: 7

Nays: 0

Motion carried.

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was held on the 23rd 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. _____

A RESOLUTION APPROVING AN AMENDMENT TO THE COMPREHENSIVE LAND USE PLAN MAP DESIGNATION FROM EMPLOYMENT AND CORE MIXED-USE TO INSTITUTIONAL FOR PROPERTY LOCATED AT 1500 HIGHWAY 36 (PF26-001)

WHEREAS, the Planning Commission, at a public hearing held on March 4, 2026, pertaining to the request they received from Minnesota State Patrol for a Comprehensive Land Use Plan Amendment on property commonly known as 1500 Highway 36; and

WHEREAS, the proposed Comprehensive Land Use Plan Amendment requires a map designation change for the property from Employment and Core Mixed-Use to Institutional; and

WHEREAS, said Comprehensive Land Use Plan Amendment applies to the following three properties:

Two properties addressed 1500 Highway 36 and the unaddressed parcel south across Commerce Street

PIN 10-29-23-33-0001, 10-29-23-34-0002, and 10-29-23-33-0002

WHEREAS, the Roseville Planning Commission conducted the required public hearing, discussed the proposal, and considered the information and attachments provided in the Request for Planning Commission Action dated March 4, 2026, then recommended approval (7-0) of the request; and

WHEREAS, the Roseville City Council at their meeting of March 23, 2026, discussed the proposal and considered the information and attachments provided in the Request for City Council Action dated March 23, 2026, regarding the subject request; and

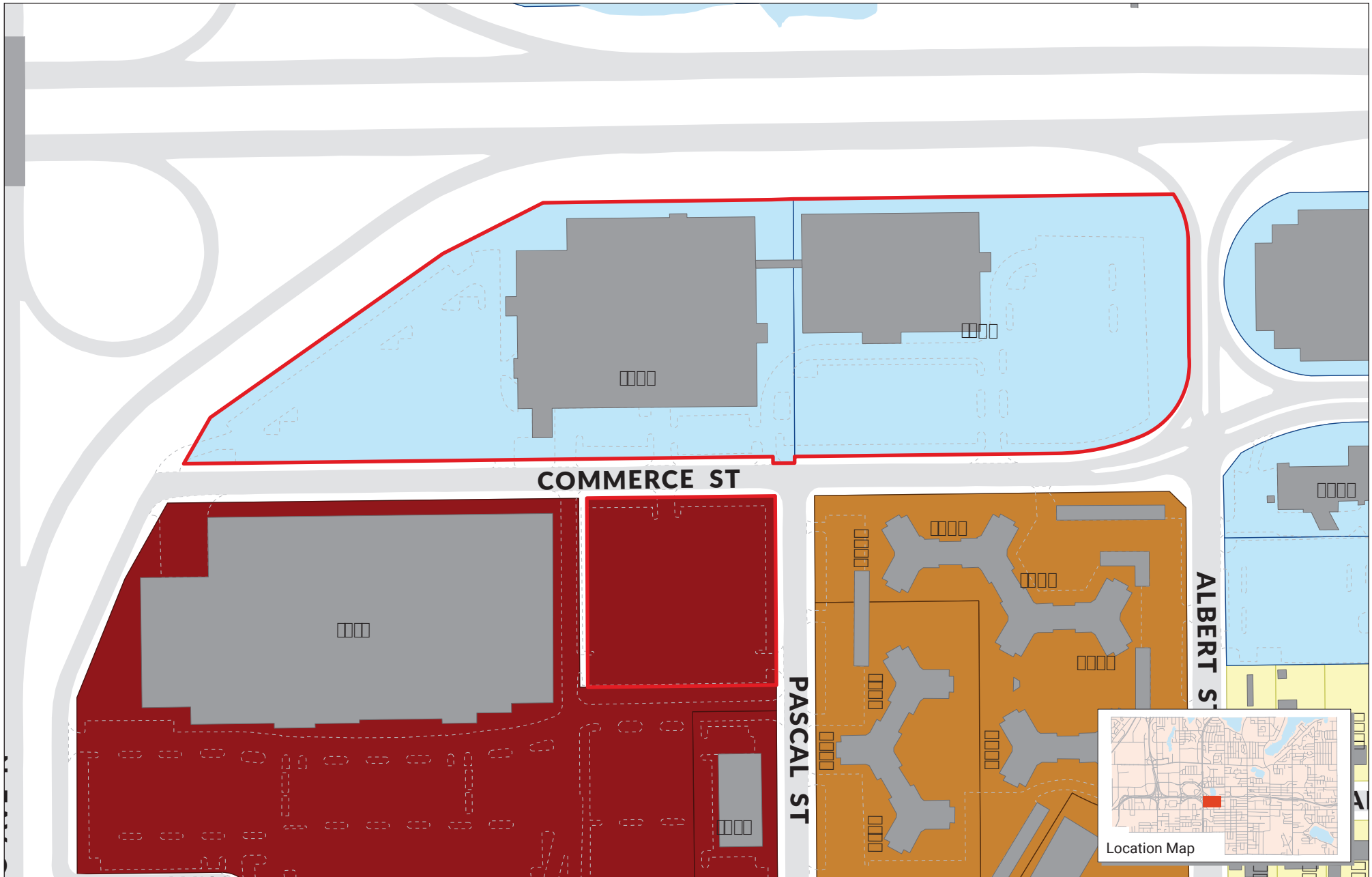
NOW THEREFORE, BE IT RESOLVED, that the City Council hereby approves the amendment to the 2040 Comprehensive Plan Map from Employment and Core Mixed-Use to Institutional (See Attachment A), subject to the approval of the Comprehensive Plan Map Change by the Metropolitan Council.

The motion for the adoption of the foregoing resolution was seconded by Member _____ 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.

Current Comprehensive Plan (Future Land Use)



Prepared by:
Community Development Department
Printed: March 18, 2026



Site Location

Data Sources
* Ramsey County GIS Base Map (3/4/2026)
For more information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Residential

- Low Density Residential
- Medium Density Residential
- High Density Residential

Mixed Use

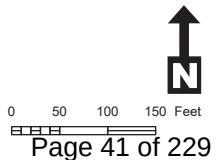
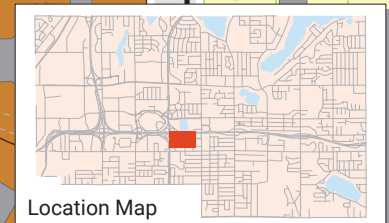
- Neighborhood Mixed Use
- Community Mixed Use
- Corridor Mixed Use
- Core Mixed Use

Employment

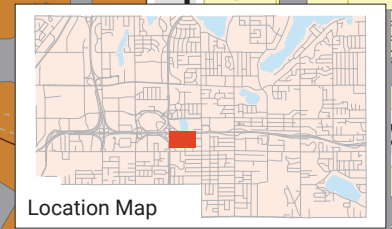
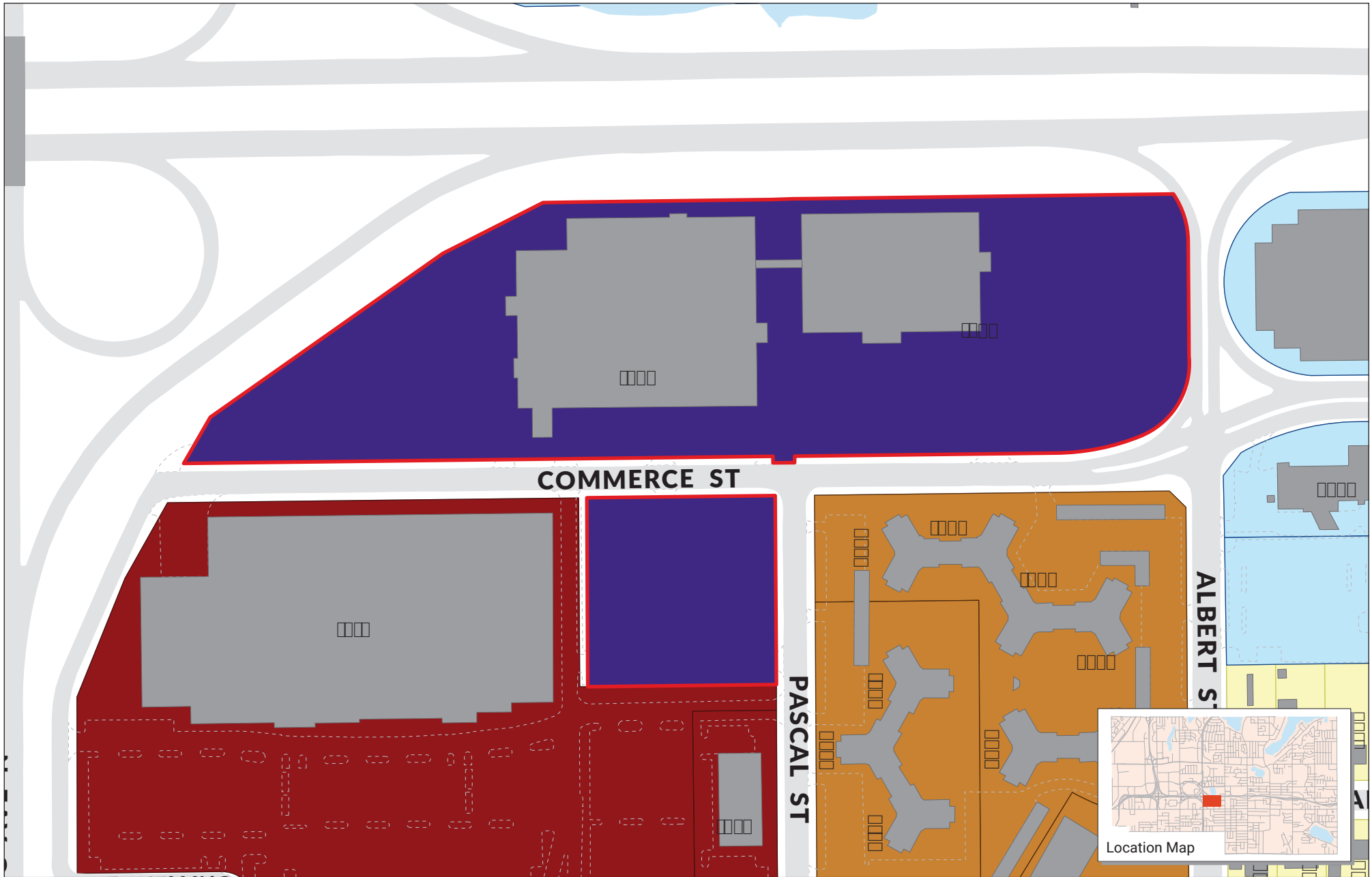
- Employment
- Employment Center
- Industrial

Public / Institutional

- Institutional
- Park/Open Space
- Golf Course
- Water Ponding



Proposed Comprehensive Plan (Future Land Use)



Prepared by:
Community Development Department
Printed: March 18, 2026



Site Location

Data Sources
* Ramsey County GIS Base Map (3/4/2026)
For more information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Residential

- Low Density Residential
- Medium Density Residential
- High Density Residential

Mixed Use

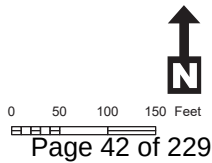
- Neighborhood Mixed Use
- Community Mixed Use
- Corridor Mixed Use
- Core Mixed Use

Employment

- Employment
- Employment Center
- Industrial

Public / Institutional

- Institutional
- Park/Open Space
- Golf Course
- Water Ponding



ORDINANCE NO _____

**AN ORDINANCE AMENDING TITLE 10 OF THE CITY CODE, CHANGING
CERTAIN REAL PROPERTY LOCATED AT 1500 HIGHWAY 36 FROM E-1
(EMPLOYMENT) DISTRICT AND MU-4 (CORE MIXED USE) DISTRICT TO INST
(INSTITUTIONAL) DISTRICT**

The City Council of the City of Roseville does ordain:

Section 1. Real Property Rezoned. Pursuant to Section 1009.06 (Zoning Changes) of the City Zoning Code of the City of Roseville, and after the City Council consideration on PF126-001, the following property, located at 1500 Highway 36 are hereby rezoned from E-1 (Employment) District and MU-4 (Core Mixed Use) District to INST (Institutional) District

Said rezoning shall apply to the following properties:

PID 10-29-23-33-0001, 10-29-23-34-0002, and 10-29-23-33-0002

Section 2. Effective Date. This ordinance amendment to the City Code and Zoning Map shall take effect upon:

1. The passage and publication of this ordinance.

Passed this 23rd day of March 2026.

1. SEE SHEET CN101 FOR SITE NOTES AND LEGEND

1. SEE SHEET CN101 FOR SITE NOTES AND LEGEND

PROJECT SUMMARY

EXISTING ZONING	E-1 EMPLOYMENT M-U-4 MIXED USE (SOUTHERN PARCEL)
PROPOSED ZONING	I - INSTITUTIONAL
	<u>REQUIRED</u>
FRONT YARD SETBACK	N/A
SIDE YARD SETBACK	10'
REAR YARD SETBACK	10'
SURFACE PARKING SETBACK	15'
MAXIMUM GROUND COVERAGE	75%
PARKING SUMMARY	
PROPOSED EXTERIOR PUBLIC PARKING	131 STALLS
ACCESSIBLE STALL	5 STALLS
STANDARD STALL	126 STALLS
PROPOSED EXTERIOR SECURE PARKING	159 STALLS
ACCESSIBLE STALL	8 STALLS
STANDARD STALL	153 STALLS
PROPOSED SOUTH LOT EXTERIOR SECURE PARKING	83 STALLS
AREA SUMMARY	
PROPERTY	
PROPERTY LESS R.O.W.	
	EXISTING PROPOSED
IMPERVIOUS	479,788 SF. (82.2%) 293,360 SF. (50.2%)
BUILDING COVERAGE	153,875 SF. (26.4%) 83,087 SF. (14.2%)
PARKING & WALK	325,813 SF. (55.8%) 210,273 SF. (36.0%)
PERVIOUS	104,244 SF. (17.8%) 290,672 SF. (49.8%)

MINNESOTA TRUNK HIGHWAY NO. 36
(VARIABLE WIDTH PUBLIC RIGHT OF WAY)

(VARIABLE WIDTH PUBLIC RIGHT OF WAY)

COMMERCE STREET

(60 FOOT WIDE PUBLIC RIGHT OF WAY)

COMMERCE STREET

(VARIABLE WIDTH PUBLIC RIGHT-OF-WAY,

NORTH PASCAL STREET

(60 FOOT WIDE PUBLIC RIGHT OF WAY)

KEY PLAN

REVISIONS

[illegible]

FILE LOG

ACTIVITY	BY
Manager	MJW
Design	MJW
Draw	AKW
Check	SMJ

OTAP

DESIGN DEVELOPMENT
NOT FOR CONSTRUCTION

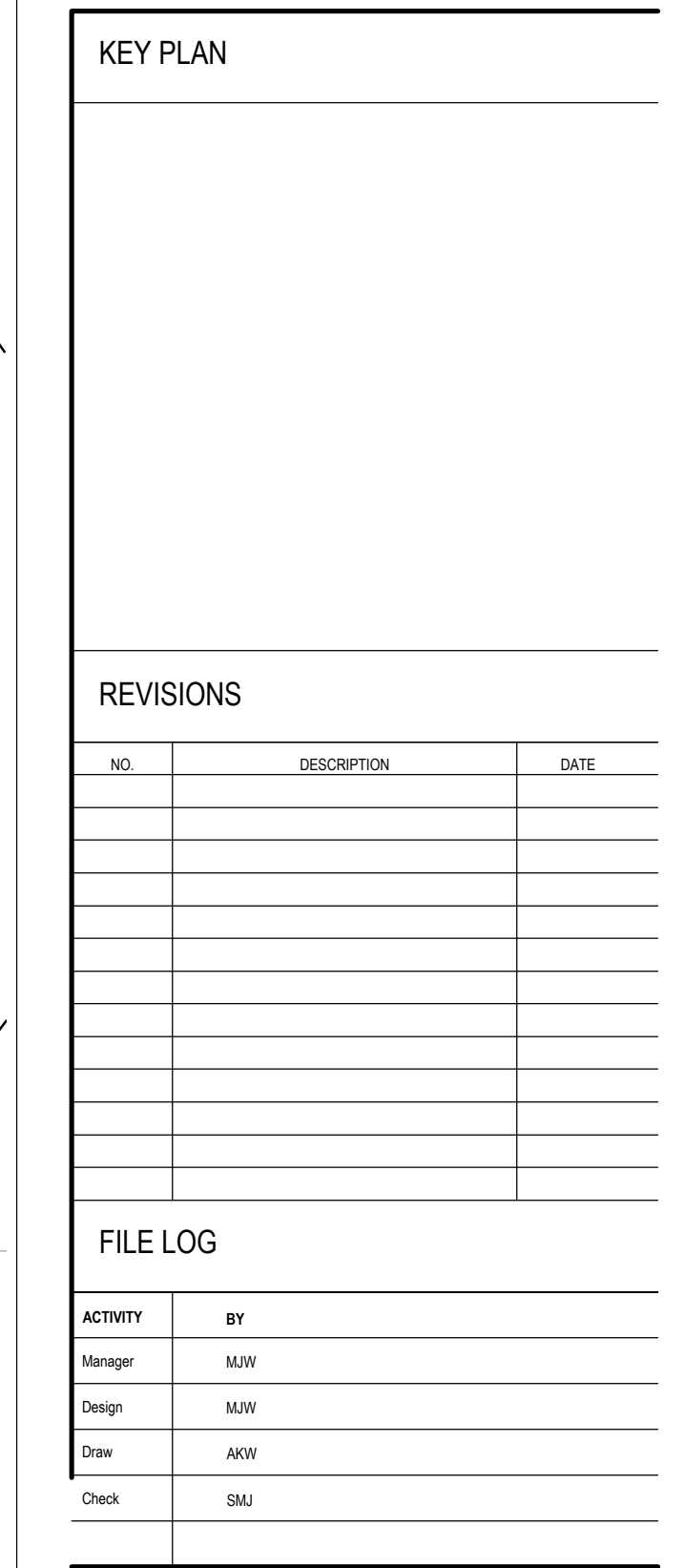
Project No. 023-10708-000 / LAD25019
Issue Date: APRIL 10, 2026

SITE PLAN - OVERALL

CS100

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Page 44 of 220

DESIGN DEVELOPMENT



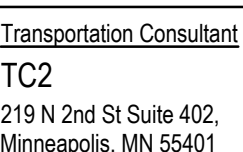
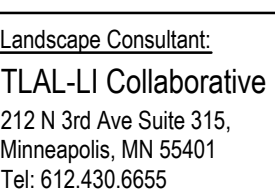
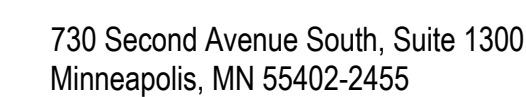
DESIGN DEVELOPMENT
NOT FOR CONSTRUCTION

GRADING PLAN - OVERALL

CG100



STATE OF MINNESOTA
STATE RECS PROJECT NUMBER: 07XX0002



REVISIONS

[illegible]

ACTIVITY	BY
Manager	MJW
Design	MJW
Draw	AKW
Check	SMJ

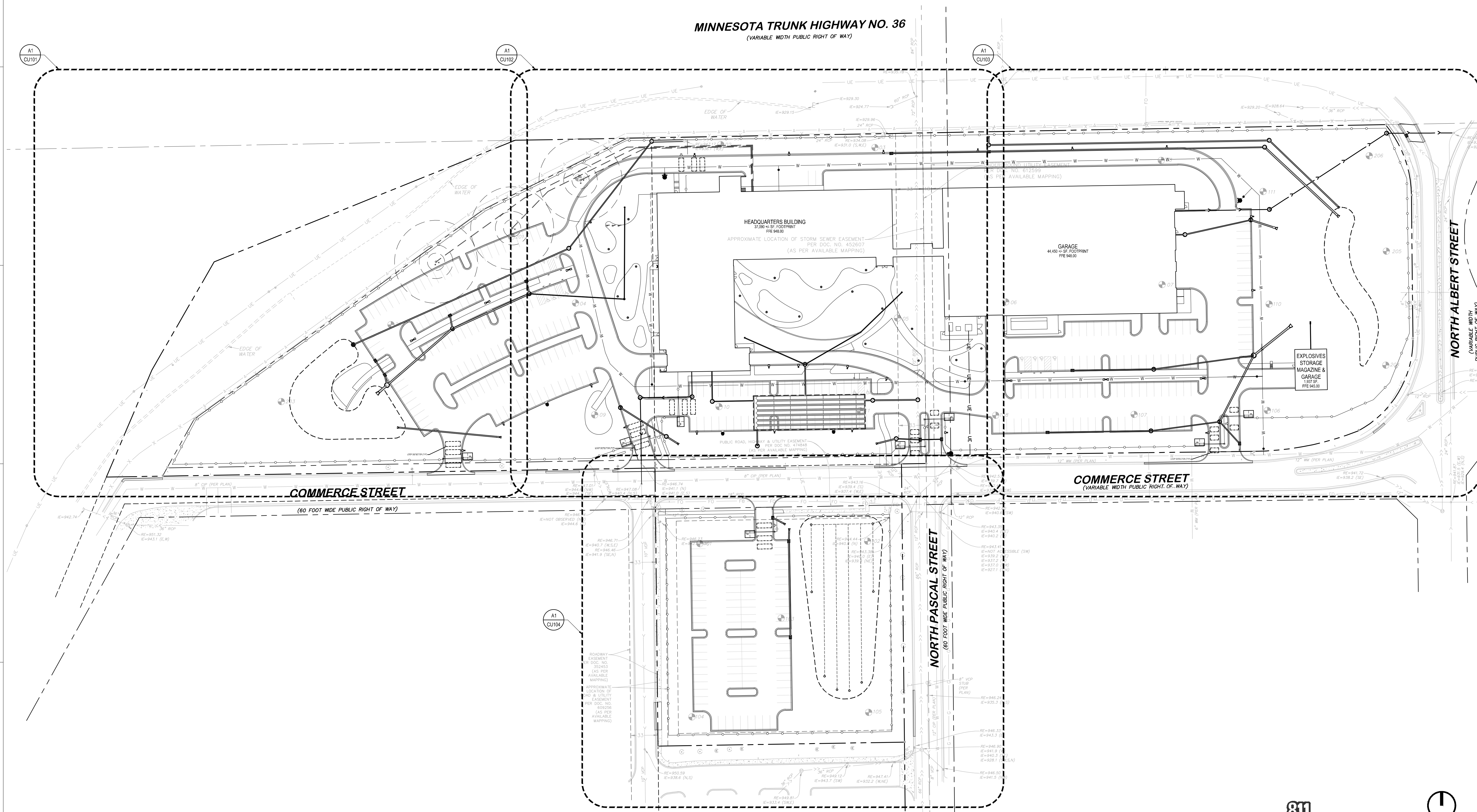
OTM

**DESIGN DEVELOPMENT
NOT FOR CONSTRUCTION**

Project No. 023-10708-000 / LAD25019
Issue Date: APRIL 10, 2026

UTILITY PLAN - OVERALL

CU100



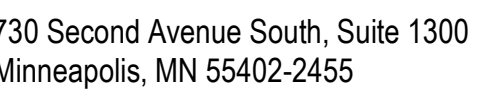
A1 UTILITY PLAN - OVERALL
1" = 50'



50 150
SCALE IN FEET



445 Minnesota Street
St. Paul, MN 55101



AL-LI Collaborative
N 3rd Ave Suite 315,
Seapolis, MN 55401
612.430.6655

Security & Technology Consultant:
Y Group
3rd Steel South
Minneapolis, MN 55082
651.430.2772

2
N 2nd St Suite 402,
Minneapolis, MN 55401
612.464.3800



KEY PLAN

REVISIONS

[illegible]

FILE LOG

TWITY	BY
Manager	
Design	MSH / NJW
Drawing	DAB
Check	Checker

STAMP

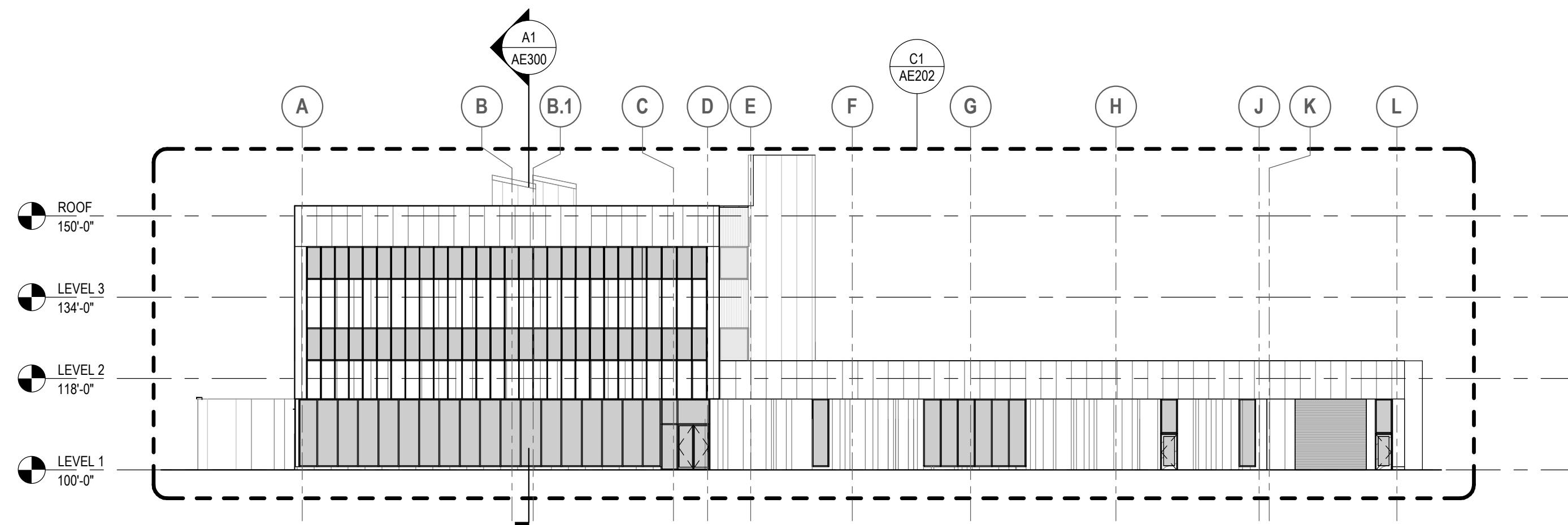
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NOT FOR CONSTRUCTION

Project No. 023-10708-000
MARCH 13, 2026

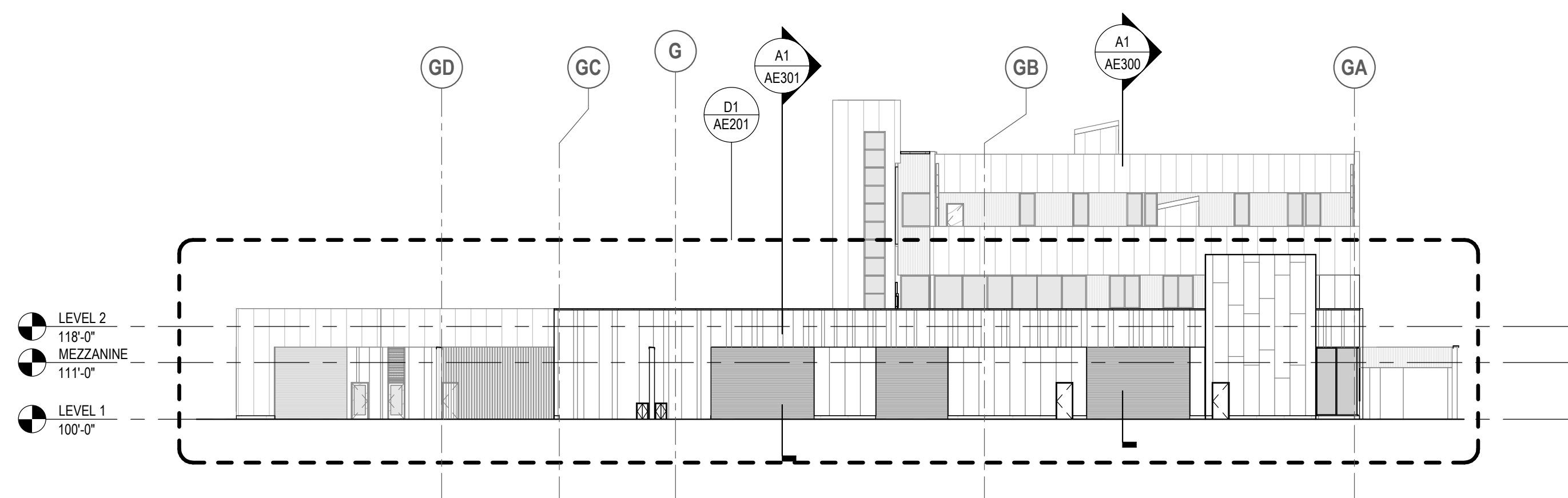
OVERALL EXTERIOR ELEVATIONS

AE200

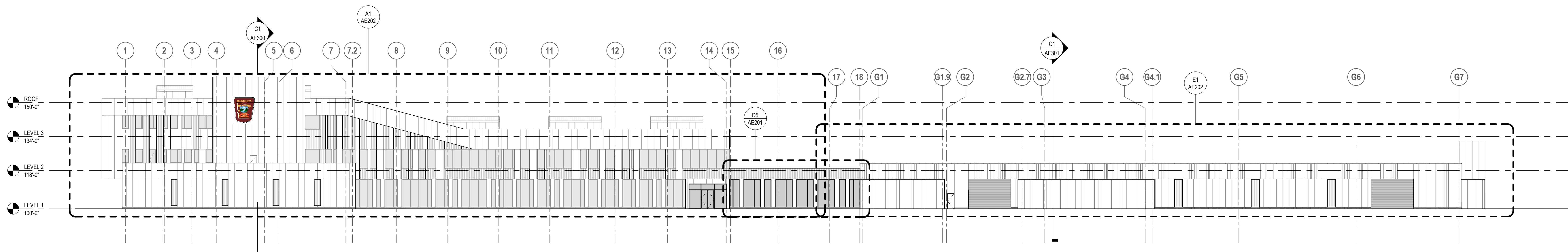
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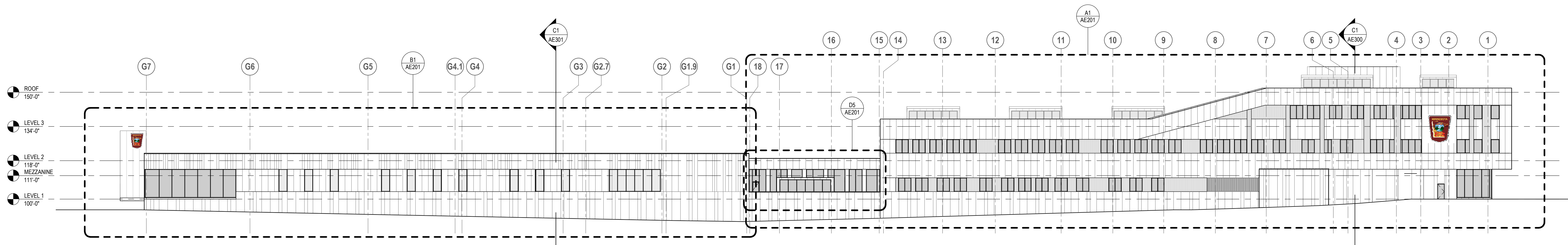
E1 OVERALL WEST ELEVATION
SCALE: 3/64" = 1'-0"



D1 OVERALL EAST ELEVATION
SCALE: 3/64" = 1'-0"



B1 **OVERALL SOUTH ELEVATION**
SCALE: 3/64" = 1'-0"



A1 OVERALL NORTH ELEVATION
SCALE: 3/64" = 1'-0"

MATERIAL ID	
MATERIAL ID	MATERIAL DESCRIPTION
CW-1	ANODIZED ALUMINUM CURTAINWALL, BASIS OF DESIGN: MFR: KAWNEER, PRODUCT: CLEARWALL SSIT CURTAINWALL SYSTEM, FINISH: BLACK ANODIZED
GL-1T	CLEAR, INSULATING, TEMPERED; BIRD SAFE GLAZING, BASIS OF DESIGN: MFR: VITRO, PRODUCT: VITRO SOLARBAN 70, BIRD-SAFE PATTERN: LASER-ETCH BIRDMART SPEC 2X2 OFFSET PATTERN
MP-1	ALUMINUM PLATE BACK-VENTILATED RAINSCREEN SYSTEM, BASIS OF DESIGN: MFR: AMERICALD, SYSTEM: AC-3200BV, COLOR: WHITE



Minnesota State
Patrol
Headquarters
1500 Highway 36 W
Roseville, MN 55113-4266

STATE OF MINNESOTA
STATE RECS PROJECT NUMBER: 07XX0002



Minnesota Department
Of Public Safety

445 Minnesota Street
St. Paul, MN 55101



730 Second Avenue South, Suite 1300
Minneapolis, MN 55402-2455



Civil Consultant:
ELAN DESIGN LAB, INC.
310 4th Avenue South, Suite 1006
Minneapolis, MN 55415
Tel: 612 260 7004



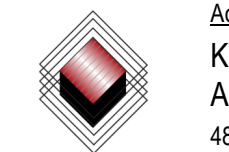
Landscape Consultant:
TLAL-LI Collaborative
212 N 3rd Ave Suite 315,
Minneapolis, MN 55401
Tel: 612.430.6655



Security & Technology Consultant:
PMY Group
140 3rd Street South
Minneapolis, MN 55082
Tel: 651.430.2772



Transportation Consultant
TC2
219 N 2nd St Suite 402,
Minneapolis, MN 55401
Tel: 612.464.3800



Acoustical Consultant
KVERNSTOEN, RÖNNHOLM &
ASSOCIATES, INC.
4826 Chicago Avenue South, Suite 206
Minneapolis, MN 55417
Tel: 612.374.3800

KEY PLAN

REVISIONS

[illegible]

FILE LOG

ACTIVITY	BY
Manager	
Design	Designer
Draw	Author
Check	Checker

STAMP

**DESIGN DEVELOPMENT
NOT FOR CONSTRUCTION**

Project No. 023-10708-000
MARCH 13, 2026

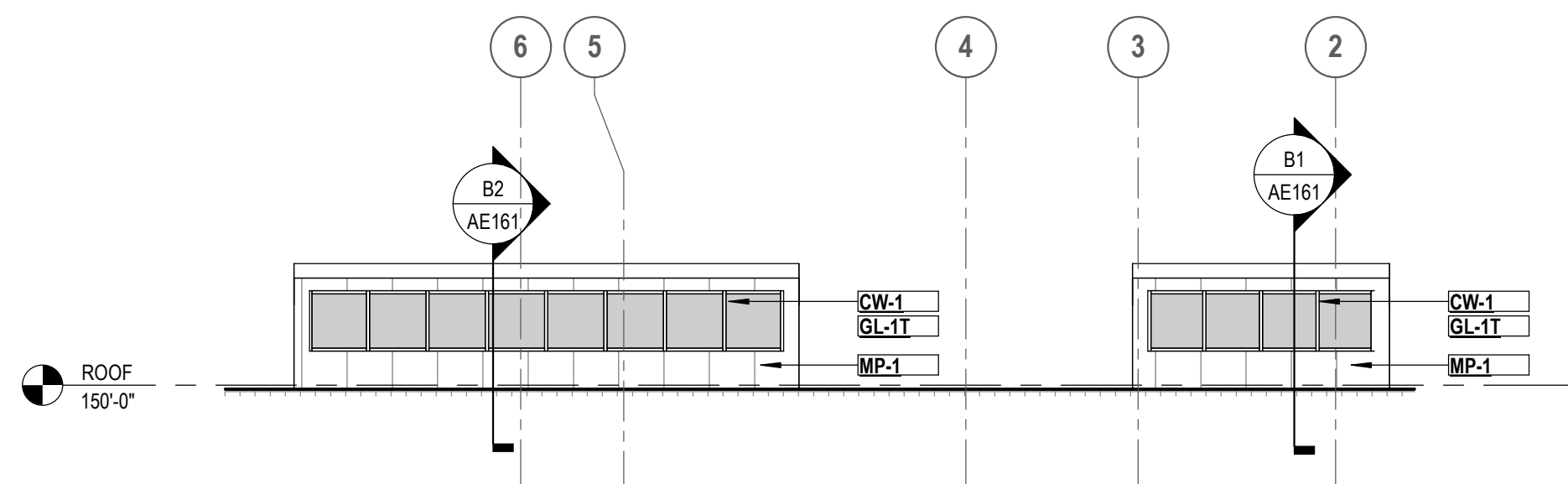
EXTERIOR ELEVATIONS SOUTH AND
WEST OVERALL 3/32"=1'-0"

AE203

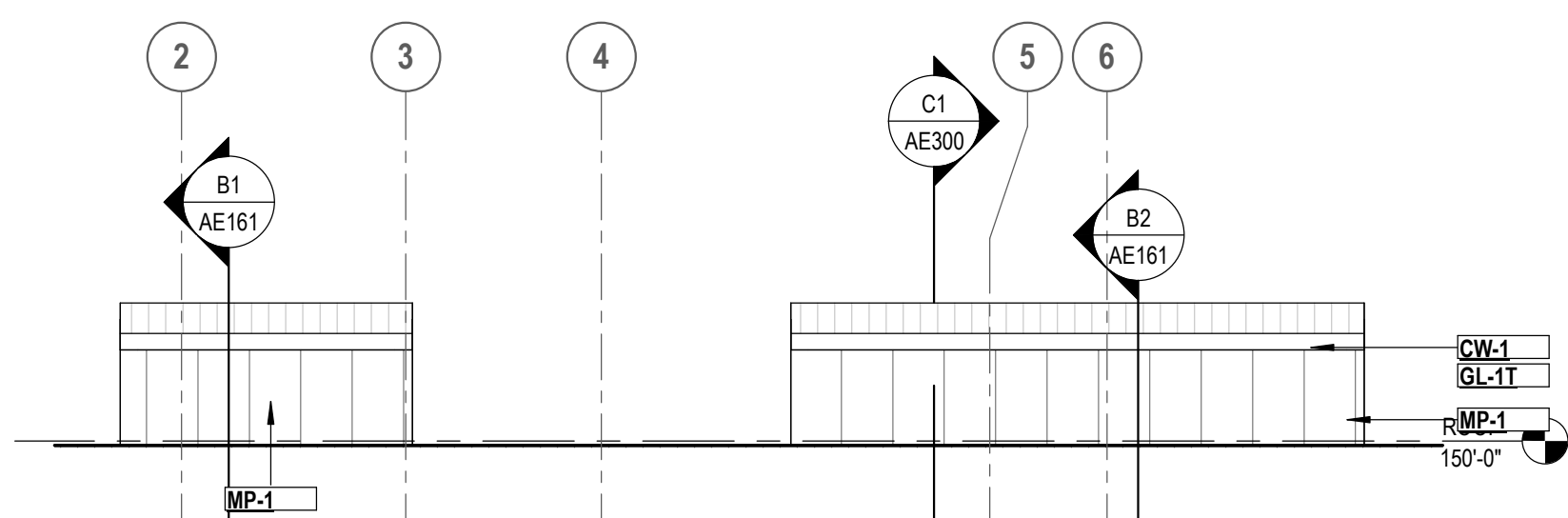
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Page 50 of 220

Model: Autodesk Docs://023-10708-000 MN State Patrol HQ/ STATE PATROL HQ-Architecture.rvt

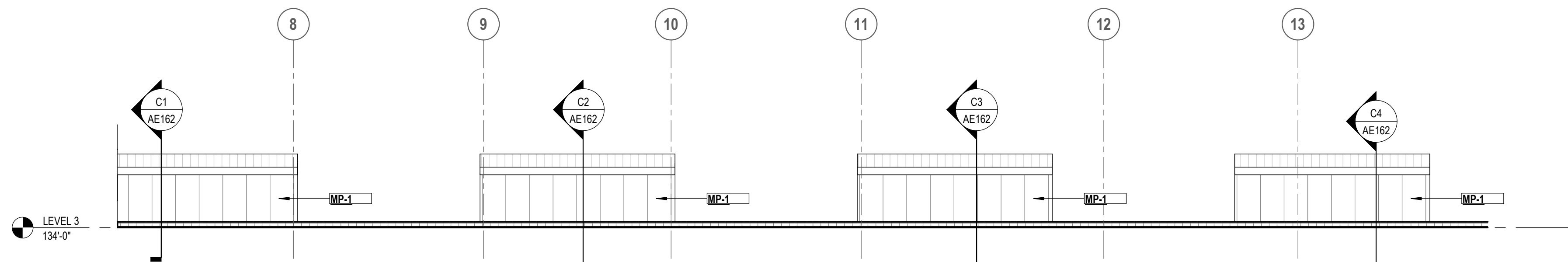
3/13/2026 12:48:21 PM



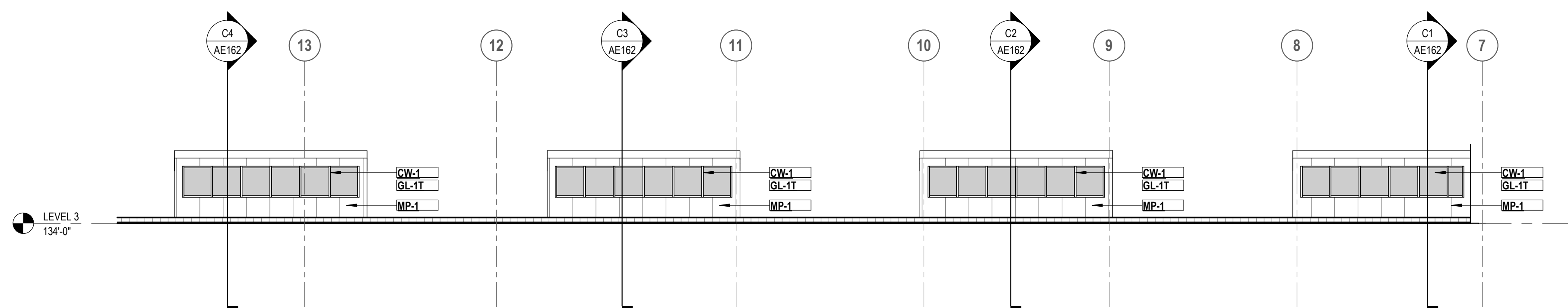
D1 NORTH ELEVATION - ROOF MONITORS
SCALE: 3/32" = 1'-0"



C1 SOUTH ELEVATION - ROOF MONITORS
SCALE: 3/32" = 1'-0"



B1 SOUTH ELEVATION AT LEVEL 3 ROOF MONITOR
SCALE: 3/32" = 1'-0"



A1 NORTH ELEVATION AT LEVEL 3 ROOF MONITOR
SCALE: 3/32" = 1'-0"









REQUEST FOR COUNCIL ACTION

Date: 3/23/2026

Item No.: 7.c.

Department Approval

City Manager Approval



Item Description: Consider Renewal of Hotel License for Motel 6, 2300 Cleveland Ave

Background

On April 8, 2024, the Roseville City Council passed an ordinance creating Chapter 317, which requires all hotels operating in Roseville to obtain a license granted by the City. On December 2, 2024, the Roseville City Council amended the hotel licensing ordinance to change the timing of the annual license period to be effective between April 1 to March 31. Motel 6 received a hotel license on April 1, 2025.

Motel 6 has applied for renewal of its hotel license and has submitted all necessary information to be considered for the granting of a hotel license. All Interested Persons associated with the hotel have passed background checks. The application is included as Attachment 1.

Motel 6 has been inspected by the City's Community Development and Fire Department and has completed all the necessary corrections (Attachment 2). However, as part of the inspections, staff found a significant number of violations as compared to other hotels in Roseville. While all the violations have been corrected, staff observed a significant decline in the upkeep and maintenance of the hotel over the past year. In order to ensure that the same decline in upkeep and maintenance does not occur over the next year, staff recommends that the hotel license be granted to Motel 6 with the condition that the hotel will have a full building and property inspection every four months during the period of the license. Further information regarding the inspection and staff recommendation is contained in Attachment 3.

Motel 6 does not have any outstanding utility bills, taxes, or other charges with the City (Attachment 4).

Motel 6 has had 224 reactive police calls (which excludes proactive visits, community engagement events, and case follow-up) in 2025 and zero overdoses at their hotel. This is an increase from 193 calls in 2024. The call volume is significantly higher than other hotels in the city. The Police Department's Community Action Team continues to work with Motel 6 management to address the high call volume and identify strategies to reduce calls for service. While management has generally been cooperative and receptive, it is concerning that the number of calls remains elevated despite these ongoing efforts. Motel 6 was not fined under the City's repeat nuisance ordinance in 2025, but was fined for exceeding the 10-call threshold in February 2026. The Roseville Police Department is not opposed to the issuance of a hotel license, although the high number of public safety calls is concerning. A sustained effort on behalf of Motel 6's owners and manager will be important over the next year. The Police Department will continue to monitor the activity at the property and evaluate progress as part of future licensing recommendations. Information regarding the Police Department's recommendation is contained in Attachment 5.

Based on the significant number of building and fire code violations and police calls compared to other hotels, as well as the significant decline in upkeep and maintenance of the hotel property and rooms, staff recommends approval of the hotel license for Motel 6 subject to City staff conducting a full building and property inspection every four months during the licensing period.

Policy Objectives

Strategic Plan Priority Area - Responsive Services and Safety

Goal #1: Take proactive steps to create a safer community through prevention, planning, and early intervention.

Requiring hotels operating in Roseville to meet certain standards and be licensed is consistent with this goal. As part of the annual licensing process, staff conduct inspections to ensure compliance with state building and fire codes and review police service calls associated with the property. This process allows the City to monitor conditions, identify emerging concerns, and work proactively to ensure unsafe and unsanitary conditions are addressed in a timely manner before they become larger safety problems for the neighborhood and the community.

Applicable Success Indicators:

- **Policies and procedures ensure the protection of the community.** The hotel licensing ordinance establishes operational and inspection requirements to ensure hotels operate safely and maintain appropriate conditions.
- **Real-time data and information are utilized to improve operations, response, and customer service.** Staff review recent police calls and operational data related to each property to identify trends and address issues collaboratively with hotel operators.

Progress toward Desired Impact - Community members with a variety of needs feel confident that City services are responsive to ongoing needs, keep everyone safe and secure, and positively impact their quality of life.

Annual hotel licensing is one of the ways the City advances Goal #1. Lodging properties were identified as an area where proactive oversight and collaboration can meaningfully improve safety and neighborhood conditions. The City prioritizes staff resources for inspections, data review, and engagement with operators to identify concerns early and address issues before they escalate.

Equity Impact Summary

Securing the safety and quality of hotel accommodations in Roseville is a fundamental consideration with respect to the hotel licensing ordinance. The equity analysis that was previously conducted indicates potential disparities in public safety concerns, building code issues, and health violations among different hotels, which may have varying impacts on historically underrepresented communities. While the ordinance aims to address regulatory gaps and enforce consistent safety standards, staff recognizes the importance of impartially acknowledging both positive and negative impacts.

Positive impacts include enhanced safety measures, improved quality standards, and potential economic growth resulting from a well-regulated hotel industry. However, staff also acknowledge potential negative impacts, such as financial barriers for smaller hotels and unintended consequences for vulnerable populations, including those experiencing homelessness. The ordinance may inadvertently lead to affordability challenges, impacting low-income individuals seeking temporary lodging. Through ongoing monitoring and data tracking, staff intends to evaluate the ordinance's impact on historically underrepresented communities, ensuring that the decision-making process remains informed, balanced, and responsive to the diverse needs of the community. This approach aligns with Roseville's commitment to fostering a safe, inclusive, and economically vibrant community for all residents.

Budget Implications

Applicants for an annual hotel license pay a \$150 fee to the City.

Staff Recommendations

Staff recommends approval of the hotel license for Motel 6, 2300 Cleveland Ave. subject to the following

94 condition:

- 95 • City staff will conduct a full building and property inspection of Motel 6 every four months during
96 the license period, and any violations noted in such inspections must be corrected by the
97 licensee as ordered by city inspection staff. Failure to allow such inspections and failure to
98 correct any violations is grounds for penalty under Roseville City Code Sec. 311.05.

99

100

101 **Requested Council Action**

102 Motion to adopt resolution granting a hotel license to Motel 6 located at 2300 Cleveland, Roseville
103 subject to the condition stated in the resolution.

104

105

Prepared by: Patrick Trudgeon, City Manager

Attachments:

1. Motel 6 Application_Redacted
2. Certificate of Inspection_signed_Motel6
3. Motel 6 Inspection Memo and Report
4. Finance Hotel License Memo for Motel 6
5. Police Department Hotel License Memo Motel 6
6. Motel 6 Hotel License Resolution

106



Administration Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
651-792-7023

SELECT ONE: ☐ NEW ☒ RENEWAL

Application Fee \$150 Background Fee \$30/person

check 7440 \$210

HOTEL/MOTEL LICENSE APPLICATION		
BUSINESS INFORMATION		
Name of Business: Motel 6 Roseville		
Phone Number: 651-639-3988	# of Guest Rooms: 113	
Hotel/Motel Address: 2300 Cleveland Ave. North		
City: Roseville	State: MN	ZIP Code: 55113
Minnesota Tax ID: 8009881	Federal Employer ID (FEIN): 87-4206464	
General Manager Name: Cameron Taylor	Phone: 720-545-8191	
Email: cameron@koratcompanies.com		
CORPORATE INFORMATION		
Corporation/Owner Name:		
Contact Name:	Phone:	
Contact Address:	Contact E-mail:	
City:	State:	ZIP Code:
OPERATOR/MANAGER INFORMATION		
Name of Hotel/Motel Operator/Manager (local contact): Motel 6 Roseville		
Address: 2300 Cleveland Ave. North	Phone: 651-639-3988	
City: Roseville	State: MN	ZIP Code: 55113
Email: m69452bo@6franchise.com		
DESIGNATED CONTACT INFORMATION		
Authorized person(s) name and contact information to provide official notices under the City of Roseville Hotel Ordinances		
Name: Dan Korat		
Address: [REDACTED]		
Title: Owner	ZIP code: [REDACTED]	
Phone: 619-518-0762	E-mail: dan@koratcompanies.com	
SIGNATURES		
I certify that all information provided on this form is true and complete. I understand that any false statements on this form shall be sufficient cause for rejection of my application for a license.		
Applicant printed name: Dan Korat		
Signature of applicant: [Signature]		Date: 11/18/2025



LISTING OF INTERESTED PERSONS

Under City Code Chapter 317.02C, at the time of a hotel license application, the applicant shall furnish the City with a list of all Interested Persons as defined by Chapter 317 of the Roseville City Code. Interested Persons will be subject to a criminal background check and payment of the investigation fee.

An Interested Person is defined in City Code as follows: All persons who will be on-site managers of the Hotel, are Owners or Operators, or that have an interest of five percent or more in the entity applying for or holding the license.

INTERESTED PERSON #1		
Role: ☒ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____		
Name: Dilipkumar Korat		
Ad		Phone: 619-518-0762
City		ZIP Code
Email: dan@koratcompanies.com		

INTERESTED PERSON #2		
Role: ☐ Owner ☐ Operator ☒ On-Site Manager ☐ Other _____		

INTERESTED PERSON #3		
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____		
Name:		
Address:		Phone:
City:	State:	ZIP Code:
Email:		

INTERESTED PERSON #4		
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____		
Name:		
Address:		Phone:
City:	State:	ZIP Code:
Email:		



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INTERESTED PERSON #1			
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____			
Name:			
Address:		Phone:	
City:	State:	ZIP Code:	
Email:			

INTERESTED PERSON #2			
Role: ☐ Owner ☐ Operator ☒ On-Site Manager ☐ Other _____			
Name: Valerie Kearney			
Address: [REDACTED]		Phone: 612 213-8446	
City: [REDACTED]		ZIP Code: [REDACTED]	
Email: VKearney1@gmail.com			

INTERESTED PERSON #3			
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____			
Name:			
Address:		Phone:	
City:	State:	ZIP Code:	
Email:			

INTERESTED PERSON #4			
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____			
Name:			
Address:		Phone:	
City:	State:	ZIP Code:	
Email:			



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Under City Code Chapter 317.02C, at the time of a hotel license application, the applicant shall furnish the City with a list of all Interested Persons as defined by Chapter 317 of the Roseville City Code. Interested Persons will be subject to a criminal background check and payment of the investigation fee.

An Interested Person is defined in City Code as follows: All persons who will be on-site managers of the Hotel, are Owners or Operators, or that have an interest of five percent or more in the entity applying for or holding the license.

INTERESTED PERSON #1		
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____		
Name:		
Address:		Phone:
City:	State:	ZIP Code:
Email:		

INTERESTED PERSON #2		
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____		
Name:		
Address:		Phone:
City:	State:	ZIP Code:
Email:		

INTERESTED PERSON #3		
Role: ☐ Owner ☐ Operator ☒ On-Site Manager ☐ Other _____		
Name: Nicole Thirion		
Address: [REDACTED]		Phone: 218-355-8306
City: [REDACTED]	State: [REDACTED]	ZIP Code: [REDACTED]
Email: nicolethirion@gmail.com		

INTERESTED PERSON #4		
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____		
Name:		
Address:		Phone:
City:	State:	ZIP Code:
Email:		



Certification of Hotel Inspection

This structure and property have been inspected pursuant to the requirements of City Code Title 3, Chapter 317.02.E (Ordinance 1674).

For the following Hotel:

(Motel 6)

BUILDING ADDRESS: 2300 Cleveland Ave., Roseville, MN

PIN: 092923320005

LICENSING PERIOD: 04/01/2026 – 03/31/2027

MANAGER/OPERATOR: Nicole Thirion

OWNER: Roseville Hospitality Group LLC

Number of guest rooms: 113

David Englund

David Englund, Building Official

3/17/2026

Date

Steve Erickson

Fire Inspector

3/17/2026

Date

Initial Inspection – February 11, 2026

COMMENTS: Inspection report provided; corrections required.

Re-inspection (if required) – March 13, 2026

COMMENTS: Observed corrections from initial report. Out of Service Rooms shall be inspected prior to being placed into service. Plumbing traps in staff bathroom and unit 302 plumbed incorrectly. Mattresses in boxes stored in utility room shall be removed from storage in utility room.

Please note: Roseville City Code requires an annual inspection of all guest rooms, common areas, mechanical rooms, exterior surfaces and entire property. All inspection reports are public data and available for viewing at Roseville City Hall.

MEMORANDUM

Date: March 17, 2026

To: Pat Trudgeon, City Manager

From: Dave Englund, Building Official
Steve Erickson, Fire Inspector

RE: **Motel 6: license renewal inspection and on-going compliance**

City Manager Trudgeon,

Fire Inspector Steve Erickson and I conducted the required inspection for license renewal for Motel 6 at 2300 Cleveland Avenue on February 11, 2026. Both Steve and I also performed license renewal inspections on all licensed hotels. In summary, we noted a significantly large number of violations at Motel 6 compared to the other 10 hotels inspected during the same 2026 license renewal period. Inspections staff also observed significant decline in the upkeep and maintenance of this hotel and grounds in comparison to the 2025 license inspection period.

Regarding the inspection results, following the initial renewal inspection, City staff provided hotel management with a report of all the noted violations on February 19, 2026. The re-inspection was conducted on March 13, 2026. Several of the previously noted concerns had not been corrected, and we observed numerous new violations, which are noted in our inspection reports. As we walked through the structure, the owner/management tasked the onsite maintenance staff to address the violations during the course of the re-inspection as staff went room-to-room and floor-to-floor, rather than preparing for the re-inspection by reviewing the inspection reports and making the necessary corrections in advance of the re-inspection date, as is customary. Also, during the re-inspection the management was unable to allow city staff access to rooms that had previous violations, as they had not planned appropriately by either ensuring the room was vacant or notifying the guests of the inspection. This delayed the re-inspection process significantly. While the hotel was shown to be compliant at the conclusion of our re-inspection, the overall process created concerns for ongoing, continuous compliance with City and State codes. In an effort to be more proactive in ensuring this hotel continues to operate in ongoing compliance with the building and fire codes, inspection's staff would suggest that if the license is approved, a condition be included that requires a full building inspection every four months up and until the 2027 license process is commenced. This recommended condition could help alleviate concerns related to compliance backsliding and provide the hotel with better opportunities to ensure future inspection reports are more manageable for onsite maintenance staff to undertake.

Please let us know if you have any questions or concerns. Thank you.

Feb 19, 2026

Thank you for attending the Hotel Licensing inspection for Motel 6 located at 2300 Cleveland Avenue on February 11, 2026. The following information details the documentation required and description of results and items that require correction in Sections A-G check-marked "fail" in the Attached:

- 1) **Hotel License Program BUILDING AND COMMON AREAS INSPECTION CHECKLIST.**
- 2) Inspection report prepared by Steve Erickson from Roseville Fire Department
- 3) Knox Box Policy provided by the Fire Department
- 4) Carbon Monoxide Detector Policy
- 5) Photo attachments which are representative but not comprehensive of violations.

Documentation Required:

1. Provide all testing, inspection, and maintenance records for:
 - A. The fire sprinkler system
 - B. The fire alarm system
 - C. Fire hydrants, including private hydrants
 - D. Backflow preventers – plumbing and fire sprinkler.
 - E. State Elevator Inspector
 - F. Ramsey County Environmental Health.

Narrative Description of Violations to be Corrected:

****Items in Bold and ALL CAPS are considered life safety items. Re-inspection of the hotel items will be in 14 days. The hotel will need to be compliant with all violations in order for approval of licensure to be recommended.****

General Observations:

- There was a significant amount of dog / pet feces observed on the exterior grounds of the property at the time of the inspection.
- **ANY OPEN GAPS / PENETRATIONS / HOLES IN WALLS AND CEILINGS BETWEEN UNITS NEED TO BE REPAIRED AND PENETRATIONS FOR PLUMBING, ELECTRICAL, MISC. WRING, AND SPRINKLERS PROTECTED / SEALED WITH FIRE CAULK.**

Exterior:

- **THERE ARE MULTIPLE OPEN ELECTRICAL BOXES AND ELECTRICAL CONDUIT ELBOW COVERS, LOCATIONS WHERE BARE WIRE IS EXPOSED.**
- There are gaps in the exterior covering under soffit / roof overhang. Seal these gaps.
- There are multiple vehicles in the parking lot that are that are inoperable and/or unlicensed.
- There are materials and debris stored under the stairs on the north west end of the building.
- There are materials, pallets, shopping carts, etc. stored outside of the dumpster and outside of the dumpster enclosure.

3rd Floor:

- Move materials stored in front of the electrical panels to provide a minimum clearance of 36" in front of panels in East side storage / electrical room
- Patch holes in wall / ceiling above electrical panels East side storage / electrical room.
- Cap open unused drain in North storage room.

2nd Floor:

- See Unit Inspections below.

1st Floor:

- Patch hole in wall behind the washers in the 1st floor commercial laundry room.
- Install switch plate covers where missing in the maintenance room.
- **INSTALL ESCUTCHEON PLATE WHERE MISSING AT SPRINKLER HEADS IN MAINTENANCE ROOM.**
- **REMOVE ALL ITEMS HANGING FROM SPRINKLER HEADS IN THE MAINTENANCE ROOM.**
- **WASHERS / DRYERS INCORRECTLY CONNECTED TO POWER IN THE GUEST LAUNDRY ROOM. ONE IS WIRED DIRECTLY TO WIRES IN AN OPEN ELECTRICAL BOX WHERE AN OUTLET NEEDS TO BE INSTALLED AND THE APPLIANCE SUPPLIED WITH A PLUG TO APPROPRIATELY CONNECT THE APPLIANCE TO ELECTRICAL POWER. ANOTHER APPLIANCE IS CONNECTED VIA AN EXTENSION CORD WHICH IS NOT ALLOWED.**
- The eye wash in the commercial laundry room is expired.
- Repair broken outlet behind washing machine in guest laundry room.
- **THERE IS AN OPEN/EXPOSED ELECTRICAL PANEL IN THE MAIN ELECTRICAL ROOM.**
- Storage in main electrical room obstructs access to the room and there is storage within 36" of electrical panels.
- The door to the vending / ice room doesn't latch.
- There is storage within 36" in front of electrical panels in the offices.
- **THERE ARE PAINTED SPRINKLER HEADS IN THE OFFICE AREA.**
- The plumbing traps at the employee area sinks are incorrectly plumbed.
- **THERE IS EXCESSIVE STORAGE OF MATTRESSES IN BOXES, ETC. IN THE UTILITY ROOM (FLOOR TO CEILING AND WALL TO WALL).**
- Utility / Mechanical room with Riser and Boilers: The water was on and the gas was shut off at boiler number 1. Repair or replace as necessary to ensure boiler number 1 is operable.
- **UTILITY / MECHANICAL ROOM WITH RISER AND BOILERS: LEAKING PIPE AT SPRINKLER RISER / SUPPLY.**
- **ENSURE ALL ROOMS WITH GAS BURNING APPLIANCES HAVE CARBON MONOXIDE DETECTORS.**

Unit Inspections:

- 130: - Missing trap wrap at sink.
- **INOPERABLE STROBES.**
- Phone does not work.
- 131: - Out of Service. Must be inspected prior to returning to service.
- Missing Heating and Cooling Unit (PTAC).
- Bathtub inoperable.
- Painted sprinkler heads
- 128: - Out of service. Must be inspected prior to returning to service.
- No heat in unit.
- Missing CO detectors.
- Strobe inoperable.
- 112: - **OPEN ELECTRICAL BOX BELOW TV.**
- Bottom of exterior door rusted out / open to exterior.
- 110: - No phone
- 116: - OK
- 106: - OK
- 202: - OK

- 203: - Hole in wall behind bathroom door.
- 204: - OK
- 205: - **INOPERABLE STROBES.**
 - Bathroom door latch inoperable.
- 212: - Inoperable phone.
 - Crack / hole in door.
 - Broken switch plate.
 - Painted over GFCI outlet.
- 215: - Bath counter light doesn't work.
 - **MISSING / INOPERABLE SMOKE AND CARBON MONOXIDE DETECTORS.**
- 217: - **MISSING / INOPERABLE SMOKE AND CARBON MONOXIDE DETECTORS.**
- 218: - Out of Service. Must be inspected prior to returning to service.
 - Missing / inoperable PTAC unit for heating and cooling.
- 220: - Toilet inoperable / not flushed
 - **MISSING / INOPERABLE SMOKE AND CARBON MONOXIDE DETECTORS.**
- 225: - Toilet was dry / inoperable.
 - Missing caulk at base of toilet.
 - **MISSING / INOPERABLE CARBON MONOXIDE DETECTOR.**
- 226: - Missing shower light cover.
 - Hole in wall under the sink.
- 230: - Loose / inoperable bathroom door.
- 229: - Hole in wall behind the TV.
 - Observed bugs crawling on the floor.
- 231: - Out of Service, used for storage. Must be inspected prior to returning to service.
 - Door doesn't work.
- 232: - **MISSING / INOPERABLE SMOKE DETECTOR.**
- 330: - **MISSING / INOPERABLE SMOKE AND CARBON MONOXIDE DETECTORS.**
- 314: - **PTAC UNIT INOPERABLE.**
- 316: - **MISSING / INOPERABLE SMOKE AND CARBON MONOXIDE DETECTORS.**
- 317: - OK
- 319: - **MISSING CARBON MONOXIDE DETECTOR.**
- 320: - **MISSING / INOPERABLE CARBON MONOXIDE DETECTOR.**
 - Missing caulk at base of toilet.
- 321: - OK
- 322: - Missing caulk at base of toilet.
 - Bath fan does not work.
 - **MISSING / INOPERABLE CARBON MONOXIDE DETECTOR.**
- 323: - **MISSING / INOPERABLE CARBON MONOXIDE DETECTOR.**
 - Bath fan does not work, missing cover.
 - Light cover missing at shower.
 - Wall patched with duct tape.
- 325: - Phone doesn't work.
 - Significant odor of ammonia / cat urine.
- 329: - Out of service and used for storage. Must be inspected prior to returning to service.
- 333: - Plumbing trap at sink is plumbed incorrectly.
- 337: - Door lock didn't work.
- 338: - **MISSING / INOPERABLE SMOKE AND CO DETECTORS.**
- 340: - OK
- 302: - Plumbing trap at sink plumbed incorrectly.

- 307: - OK
- 308: - Out of Service, used for storage. Must be inspected prior to returning to service.
 - **MISSING / INOPERABLE CARBON MONOXIDE DETECTOR.**
 - Door is broken.



Community Development Department
2660 Civic Center Drive Roseville, Minnesota 55113, 651-792-7013

Hotel License Program

BUILDING AND COMMON AREAS INSPECTION CHECKLIST

This inspection checklist is intended as a guide to assist inspection personnel in identifying general fire and life safety hazards. PLEASE BE ADVISED that other code requirements may apply and require timely compliance.

Red and Green items may require immediate correction.

PROPERTY OWNER INFORMATION	RENTAL PROPERTY INFORMATION
Owner name: Roseville Hospitality Group Llc	Rental Address: 2300 Cleveland Ave
Mailing address: 9528 Miramar Rd Unit 132, San Diego CA 92126-4533	Property Name: Motel 6
Property Manager: Nicole Thirion	Property ID: 092923320005
Email: m69452bo@6franchise.com	Email: m69452bo@6franchise.com

GENERAL INFORMATION
Number of Units: 113
Present: ☒ Swimming Pool ☐ Hot Tub/Spa ☐ Sauna ☐ Commercial Kitchen
Inspector on Site: Dave Englund, Chris Bolstad
Property Representative on Site: Nicole Thirion

DOCUMENTATION FROM OTHER AGENCIES – **SUBMIT ALL DOCUMENTS WITH APPLICATION, ATTACH INSPECTION REPORTS**

Fire Safety Inspections	
Vent Hood Cleaning Permits? ☐ Yes ☐ No	
Date of Last Fire Sprinkler Inspections: Annual: 5 Year:	Name of Company that Inspected:
Date of Last Fire Alarm Inspection:	Name of Company that Inspected:
Does Building have formal CO Monitoring Agreement? ☐ Yes ☐ No	
Fire Hydrant Testing: Provided by City: ☐ Yes ☐ No	If No, name of Company that Inspected:
Health Department	
Date of Last Inspection:	Documentation Received? ☐ Yes ☐ No
Comments:	
Building Department	
Open Permits? ☒ Yes ☐ No	Work Without Permits Observed/Suspected: ☒ Yes ☐ No
Police Department	
Repeat Nuisance? ☐ Yes ☐ No	
Other Concerns:	
Elevator	
State:	
Date of Last Inspection:	Documentation Received? ☐ Yes ☐ No

A EXTERIOR PROPERTY AND STRUCTURE: BMPA Unless Noted Otherwise, Green items reference

MSFC:

	BMPA		P	F	N/A		BMPA		P	F	N/A
A.1	906.05	Clean, safe & sanitary / no uncontained debris / litter	☐	☒	☐	A.18	906.05	Junk vehicles/under repair outside garage	☐	☒	☐
A.2	906.05	Standing water or erosion	☒	☐	☐	A.19	906.05	Free from graffiti	☒	☐	☐
A.3	906.05	Sidewalks/driveways free of hazards	☒	☐	☐	A.20	906.05	Approved garbage containers with tight fitting lids - In enclosure (if required) – out of public view	☒	☐	☐
A.4	906.05	Weeds/grasses in excess of 8 inches	☒	☐	☐	A.21	906.05	Site Lighting (5 foot candles for general parking/pedestrian, 50 foot candles @ entry/exit) IBC 1011.01	☒	☐	☐
A.5	906.05	Evidence of rodent harborage / vermin / insect infestation	☒	☐	☐	A.22	906.05	Ground Cover/Landscape elements in place – no bare ground (20 sq. ft.)	☒	☐	☐
A.6	906.05	Accessory structures in good repair	☒	☐	☐	A.23	906.05	Surfaces in good repair	☒	☐	☐
A.7	906.05	Address numbers 4" tall & visible from street	☒	☐	☐	A.24	906.05	Foundation walls in good repair	☒	☐	☐
A.8	906.05	Structural members in good repair	☒	☐	☐	A.25	906.05	Exterior walls in good repair	☐	☐	☐
A.9	906.05	Exterior walls in good repair	☐	☒	☐	A.26	906.05	Stairways, decks, porches, balconies in good repair	☒	☐	☐
A.10	906.05	Chimneys and towers in good repair	☐	☐	☒	A.27	906.05	Handrails and guardrails firmly fastened	☒	☐	☐
A.11	906.05	Roof and drainage in good repair	☒	☐	☐	A.28	906.05	Overhang extensions in good repair	☐	☒	☐
A.12	906.05	Decorative features in good repair	☒	☐	☐	A.29	506F.D	Key box present/maintained	☒	☐	☐
A.13	503.3, 503.4	Fire lanes marked/ unobstructed	☒	☐	☐	A.30	912 F.D	Connections Visible/maintained	☒	☐	☐
A.14	507	Fire hydrants/ water supply accessible	☒	☐	☐	A.31	312 603.9	Gas meter / piping protected against impact	☒	☐	☐
A.15	304.2, 315.4	Combustible accumulations/storage acceptable	☐	☒	☐	A.32	304.3.3	Dumpsters are outside and 5 ft. or more from combustible walls, openings, or combustible roof eave lines	☒	☐	☐
A.16	701	Fire rated construction present/maintained	☒	☐	☐	A.33	1103.4	Vertical openings protected	☒	☐	☐
A.17	1105.3	Incidental use areas separated/sprinklered	☐	☐	☒	A.34	1010	Signage in compliance with City Code	☒	☐	☐

P = Pass F = Fail, Needs Correction

B COMMON AREAS

	BMPA		P	F	N/A		BMPA		P	F	N/A
B.1	906.05	Exterior doors in good repair; deadbolt locks operable by knob; deadbolt throw not less than 1 inch	☒	☐	☐	B.7	906.05	Dining Area (Common)	☐	☐	☒
B.2	906.05	Windows and frames in good repair, operable condition	☒	☐	☐	B.8	906.03	Fire-rated assemblies maintained	☐	☒	☐
B.3	906.05	Floor surface covering in good repair sanitary clean	☒	☐	☐	B.9	906.05	Handrails and guardrails firmly fastened	☒	☐	☐
B.4	906.08	Lighting fixtures as required	☒	☐	☐	B.10	906.08	Electrical system hazards found	☐	☒	☐
B.5	906.05	Wall surface in good repair	☒	☐	☐	B.11	906.05	Dining Area (Common)	☐	☐	☒
B.6	906.05	Fire doors operate properly, latch, etc	☒	☐	☐						

C COMMON AREA BATHROOM

	BMPA		P	F	N/A		BMPA		P	F	N/A
C.1	906.07	Separate bathroom with toilet, sink, & tub or shower	☒	☐	☐	C.7	906.06	Door for privacy, in good repair, securely attached	☒	☐	☐
C.2	906.05	Wall surface in good repair	☒	☐	☐	C.8	906.07	Visible mold, signs of moisture or leaks	☒	☐	☐
C.3	906.05	Windows and frames in good repair, operable condition	☒	☐	☐	C.9	906.07	Hot and/or cold water to all fixtures	☒	☐	☐
C.4	906.05	Floor surface in good repair	☒	☐	☐	C.10	906.08	Has at least one electrical receptacle	☒	☐	☐
C.5	906.06	Bathroom & toilet room properly ventilated (Operable window or functional mechanical fan)	☒	☐	☐	C.11	906	GFCI if within 6 ft of a water source	☒	☐	☐
C.6	906.08	Electrical system hazards found	☒	☐	☐	C.12	906.07	Plumbing system hazards found	☐	☒	☐

D LAUNDRY AND UTILITY / MECHANICAL ROOMS / ELECTRICAL

	BMPA		P	F	N/A		BMPA		P	F	N/A
D.1	906.07	Plumbing system hazards found	☐	☒	☐	D.13	906.06	Clothes dryer exhaust vented properly to exterior	☒	☐	☐
D.2	906.08	Mechanical equipment properly installed & maintained	☐	☒	☐	D.14	906.08	Laundry area - one grounded-type receptacle or GFCI	☐	☒	☐
D.3	906.08	Combustion air supply is adequate for fuel-burning equip	☒	☐	☐	D.15	906.07	Visible mold, signs of moisture or leaks	☒	☐	☐
D.4	906.08	Electrical system hazards found	☐	☒	☐	D.16	906.07	Water heater correctly installed	☐	☒	☐
D.5	906.08	Furnaces, boilers correctly installed	☐	☒	☐	D.17	906	Carbon Monoxide Alarms installed in rooms or spaces with gas-burning appliances	☐	☒	☐
D.6	603.1	Shut off valves present on gas appliances	☒	☐	☐	D.18	315.3.3, 603.5.3	Adequate clearance between combustibles and appliances	☒	☐	☐
D.7	603.1.2	Approved piping, connections, & appliances used	☒	☐	☐	D.19	607.3.3	Commercial kitchen hood ducts/filters are clean	☐	☐	☒
D.8	603.1	Combustion air supply/ venting present	☒	☐	☐	D.20	604.5	Extension cords not substituted for fixed wiring	☐	☒	☐
D.9	604.1 604.6	No electrical hazards	☐	☒	☐	D.21	604.4.1	Power strips properly used	☐	☒	☐
D.10	604.7	Appliances/ fixtures in good condition	☐	☒	☐	D.22	604.3	Access/clearance to electrical panels	☐	☒	☐
D.11	604.1	Overcurrent protection present	☒	☐	☐	D.23	604.3.1	Electrical rooms labeled	☒	☐	☐
D.12	604.4	Multi-plug adapters per NFPA 70	☒	☐	☐						

E SWIMMING POOL / HOT TUB / SPA

	BMPA		P	F	N/A		BMPA		P	F	N/A
E.1	303	Exterior: surrounded by fence or barrier min. 48" high OR ASTM F1346 safety cover	☒	☐	☐	E.3	605	Pool and spa luminaires over 15 V shall have ground fault circuit interrupter protection.	☒	☐	☐
E.2	303	Gate is self-closing, self-latching	☒	☐	☐	E.4	605	Backflow	☐	☒	☐

F STORAGE AREAS

	BMPA		P	F	N/A		BMPA		P	F	N/A
F.1	906.05	Wall surface in good repair	☐	☒	☐	F.7	906.05	Floor surface/covering in good repair/sanitary/clean	☒	☐	☐
F.2	906.07	Visible mold, signs of moisture or leaks	☒	☐	☐	F.8	906.08	LIGHTING FIXTURES AS REQUIRED	☒	☐	☐
F.3	315.3	Storage Neat and orderly	☐	☒	☐	F.9	315.3.1	Storage maintained 2' below ceiling in unsprinklered, 18" sprinklered	☐	☒	☐
F.4	315.3.3	Combustible storage prohibited in electrical equipment rooms, restrictions apply in boiler/ mechanical rooms	☐	☒	☐	F.10	304.3.1	Rubbish waste subject to spontaneous ignition shall be disposed of daily and in listed container	☒	☐	☐
F.5	315.3.4	Attic storage	☐	☐	☒						
F.6	906.05	Wall surface in good repair	☐	☒	☐						

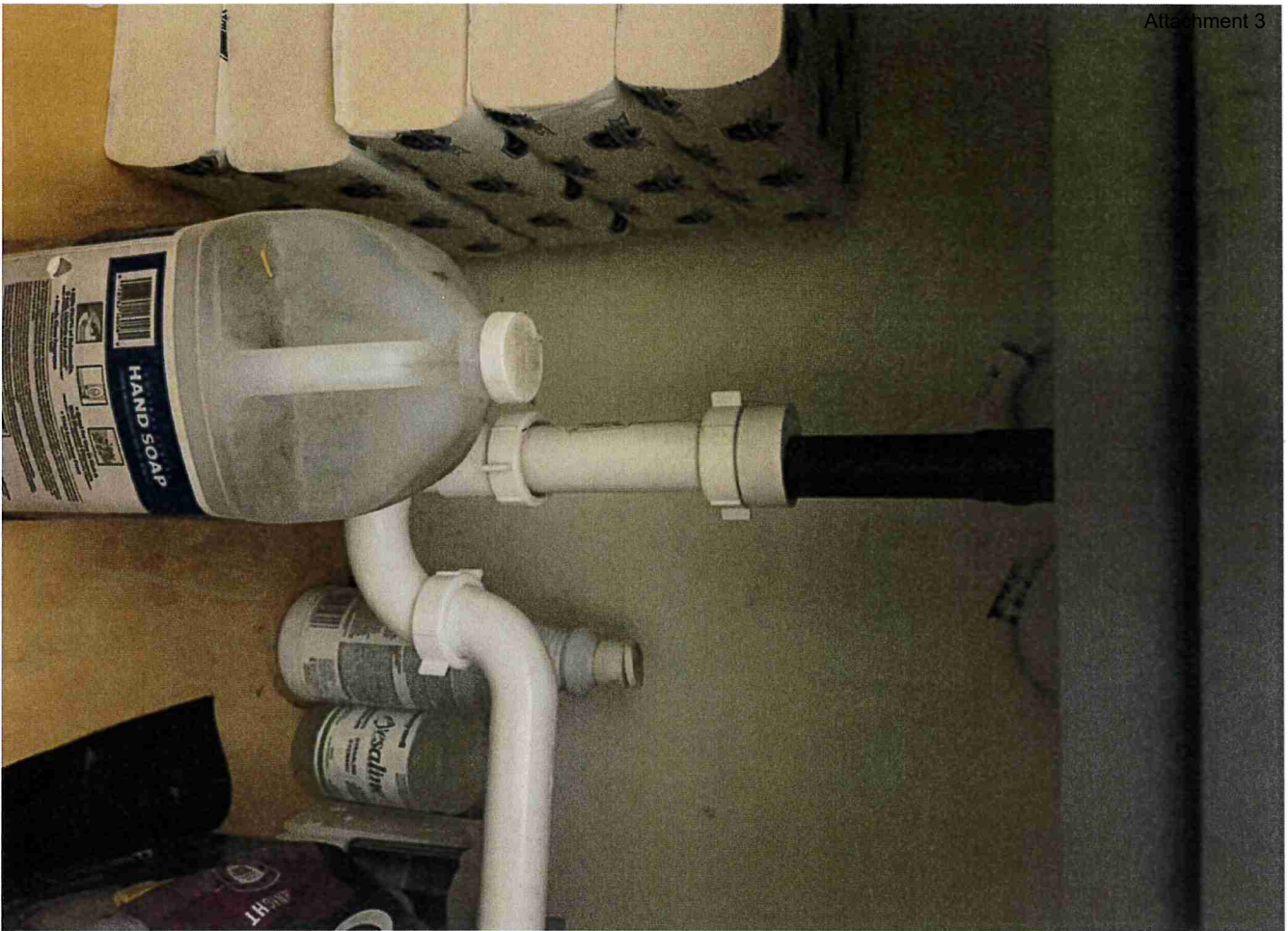
G MEANS OF EGRESS; FIRE PROTECTION

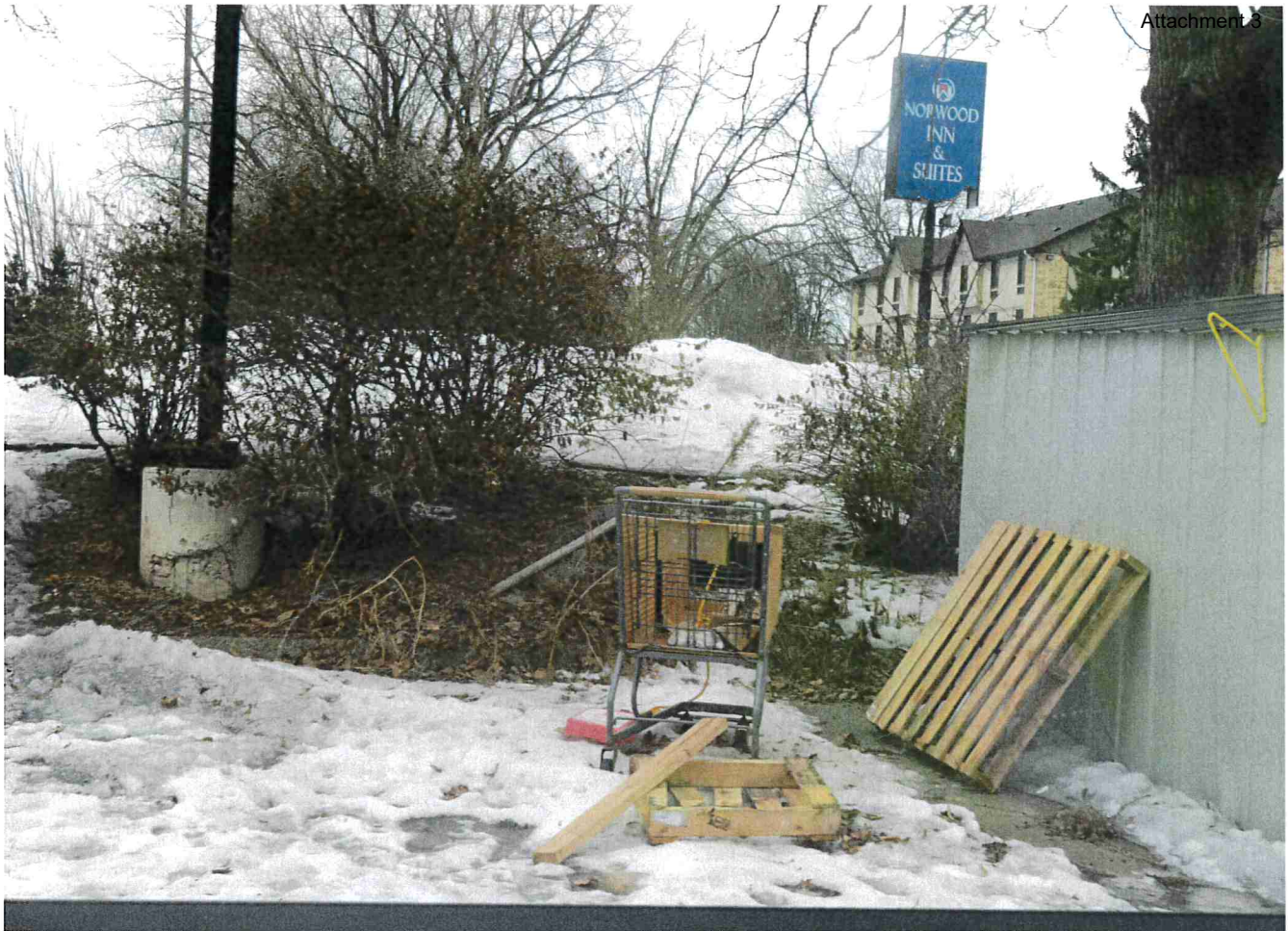
	BMPA		P	F	N/A		BMPA		P	F	N/A
G.1	906.09	Safe, continuous, unobstructed path of travel	☒	☐	☐	G.25	906.09	SMOKE DETECTORS REQUIRED: on each story	☐	☒	☐
G.2	906.09	Doors, bars, grilles, grates over emergency escape openings are readily operable from inside, without keys or special knowledge	☒	☐	☐	G.26	906.09	SMOKE DETECTORS REQUIRED Inside each sleeping room/space or area	☐	☒	☐
G.3	906.09	Adequate emergency egress from all habitable spaces	☒	☐	☐	G.27	906.09	SMOKE DETECTORS REQUIRED Outside of each sleeping area (in vicinity of sleeping room/space or area)	☐	☐	☒
G.4	906.09	Fire doors not blocked, obstructed or inoperable	☒	☐	☐	G.28	299F.50	Carbon Monoxide Detectors Required within 10 feet of each sleeping area	☐	☒	☐
G.5	1004.2 1006	Adequate number of exits	☒	☐	☐	G.29	1013, 1104.3	Exit signs present and operational	☒	☐	☐
G.6	1030 1104.26	Second means of egress from sleeping rooms	☒	☐	☐	G.30	1108 1104.5	Emergency lighting present and operational	☒	☐	☐
G.7	1031	Exits, aisles, & corridors free of obstructions	☒	☐	☐	G.31	8804	Interior finish acceptable	☒	☐	☐
G.8	1010	Exit doors open from inside	☒	☐	☐	G.32	1020.1 1103.4	Exit corridors rated	☒	☐	☐
G.9	901.6 901.7	Control panel/annunciator panel in normal condition (no trouble or alarm conditions)	☒	☐	☐	G.33	907 1103.7.4	Detectors properly installed	☐	☒	☐
G.10	907.8	Fire Alarm & Detection Systems; Tested / inspected at least annually	☐	☐	☐	G.34	907.2.10	Single station smoke detectors present in each sleeping room	☐	☒	☐
G.11	907.2.8 1103	Fire alarm system installed where required	☐	☐	☐	G.35	905 1103.6	Standpipes needed	☐	☐	☒
G.12	905.2	Standpipes/ hoses in good condition	☐	☒	☐	G.36	904.12.2	Hood system fuel shut off present (other fire protection systems)	☐	☐	☒
G.13	905.2	Adequate coverage (Other fire protection systems)	☒	☐	☐	G.37	607.3 904.12.5	Hood system properly maintained/serviced (other fire protection systems)	☐	☐	☒
G.14	5705	Flammable/combustible liquids; Safety containers if used	☒	☐	☐	G.38	906.5	Fire Extinguishers readily accessible	☒	☐	☐
G.15	5704	Flammable/combustible liquids; Not stored/ kept near exits	☒	☐	☐	G.39	906.1 906.3	Fire Extinguishers; travel distance not exceeded	☒	☐	☐
G.16	5704	Flammable/combustible liquids; No sources of ignition	☒	☐	☐	G.40	901.6.1	Fire Extinguishers; tested/inspected at least annually	☒	☐	☐
G.17	5704.3, 4.4	Flammable/combustible liquids; Quantities > 10 gals in cabinet	☒	☐	☐	G.41	5303.5	Compressed gas cylinders secured	☐	☐	☒
G.18	5704	Flammable/combustible liquids; No basement storage unless sprinklered	☒	☐	☐	G.42	5003.5	Hazardous materials rooms/areas properly labeled	☐	☐	☒

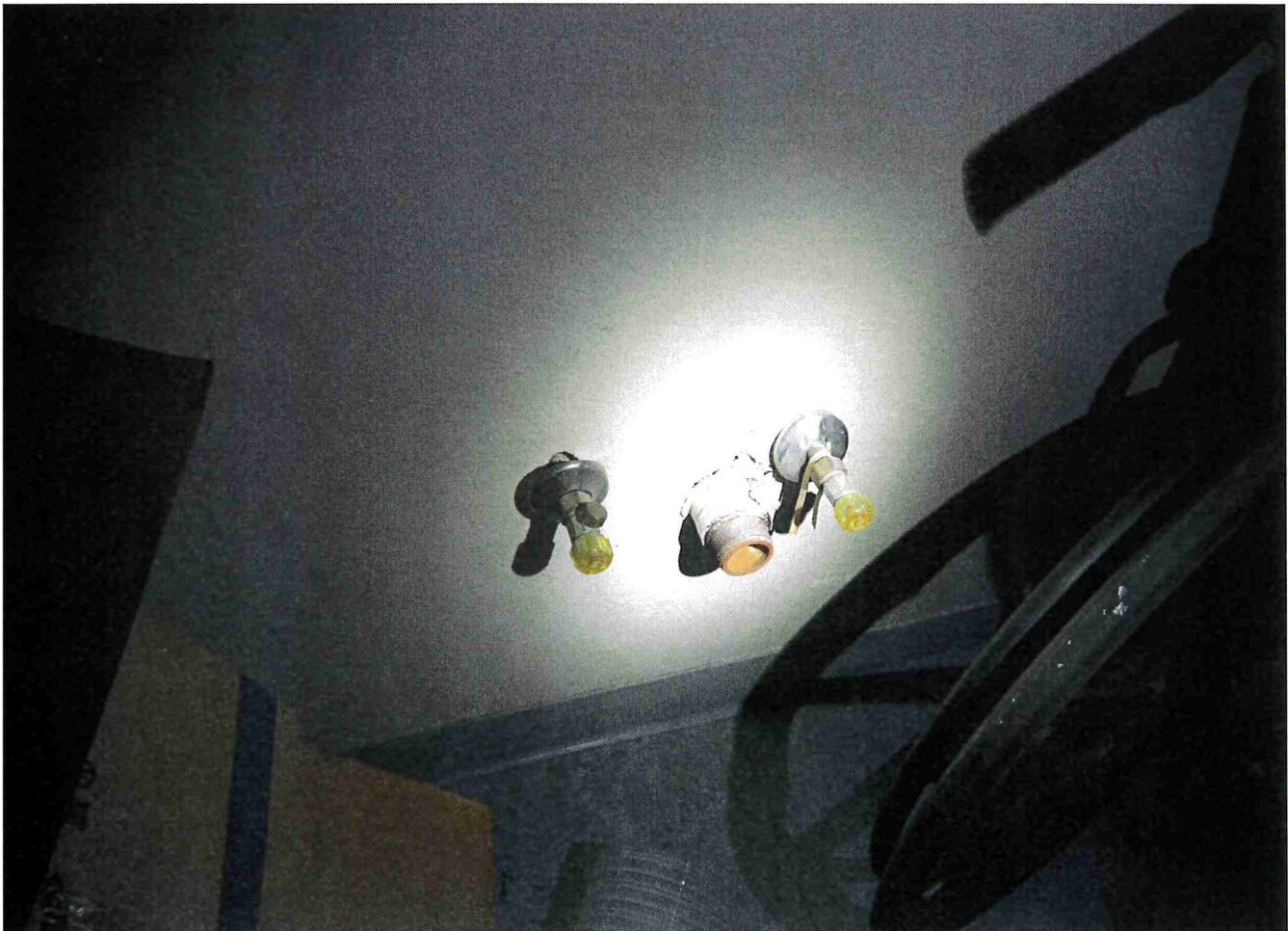
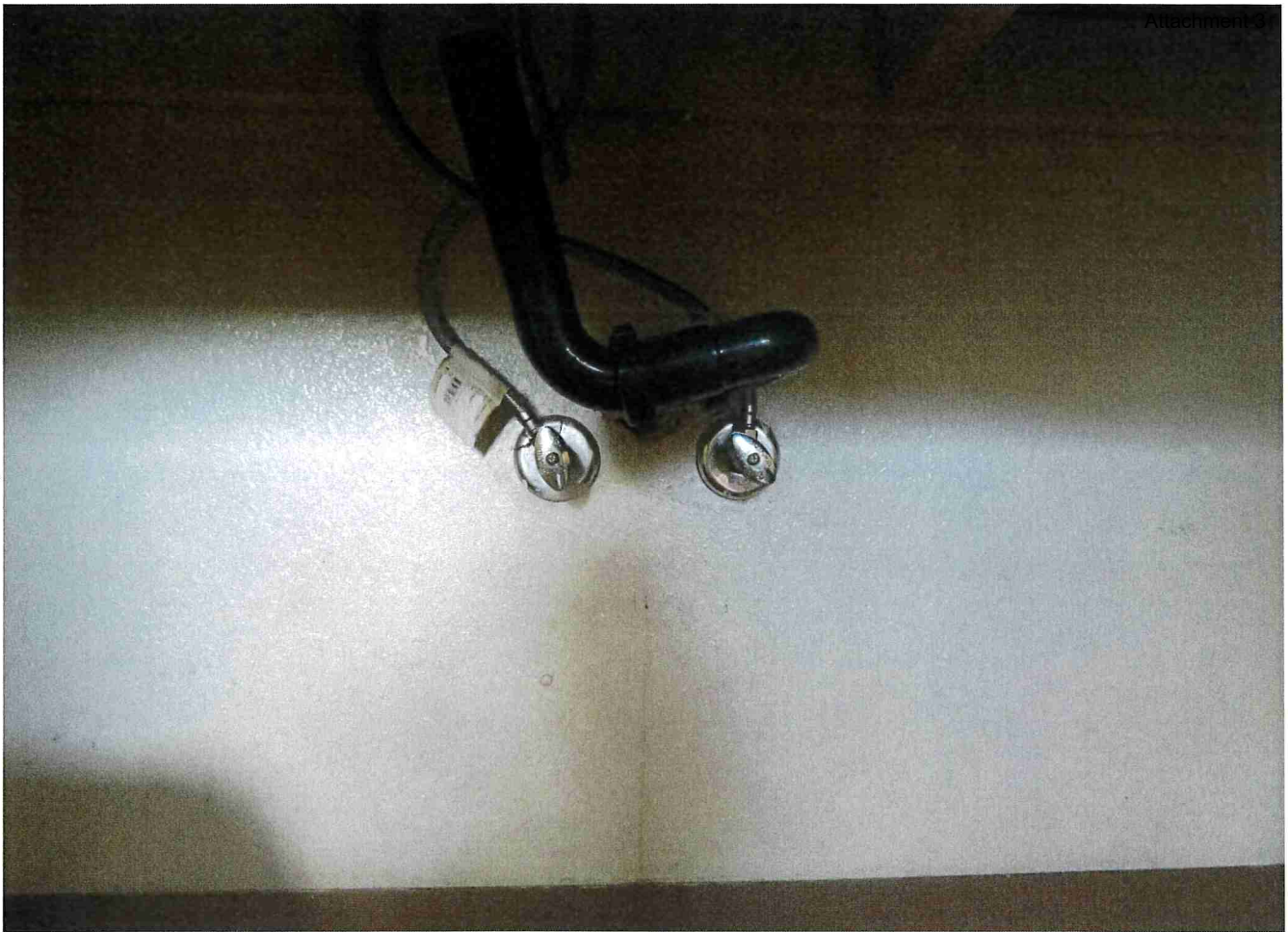
Units Inspected – Corrections Required

Unit #:	Unit #:	Unit #:	Unit #:	Unit #:
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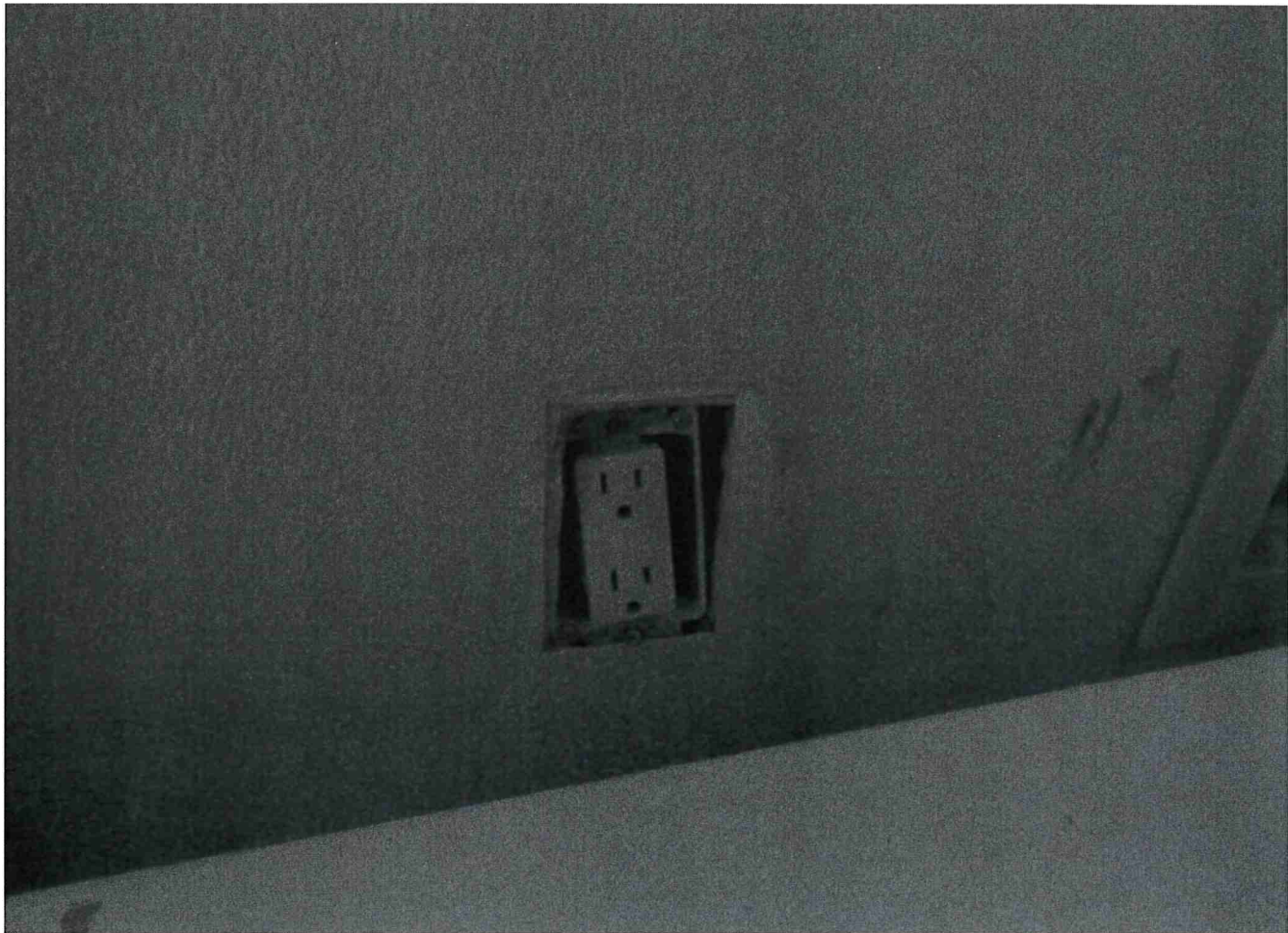
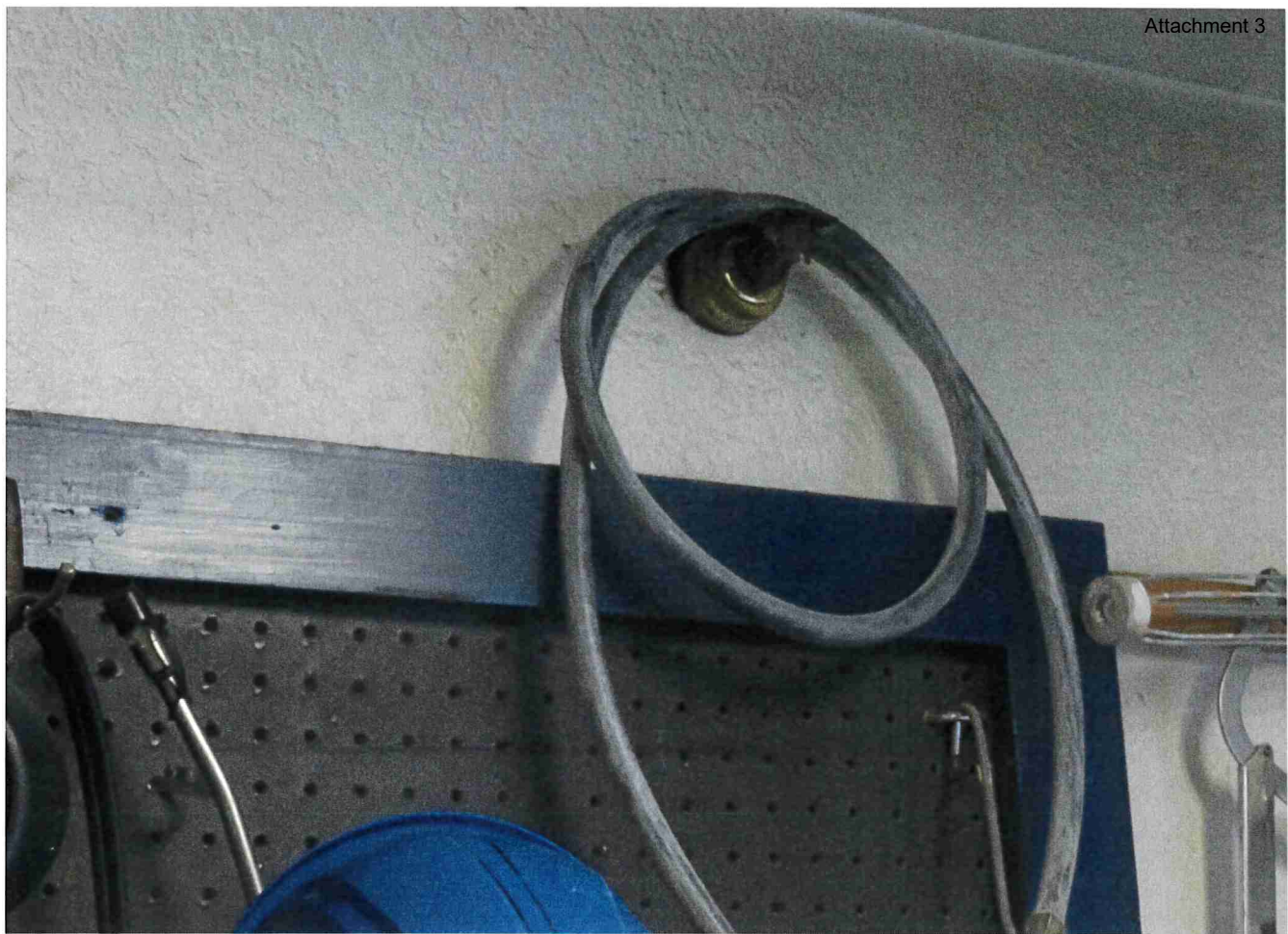
Inspection Report Prepared By: _____

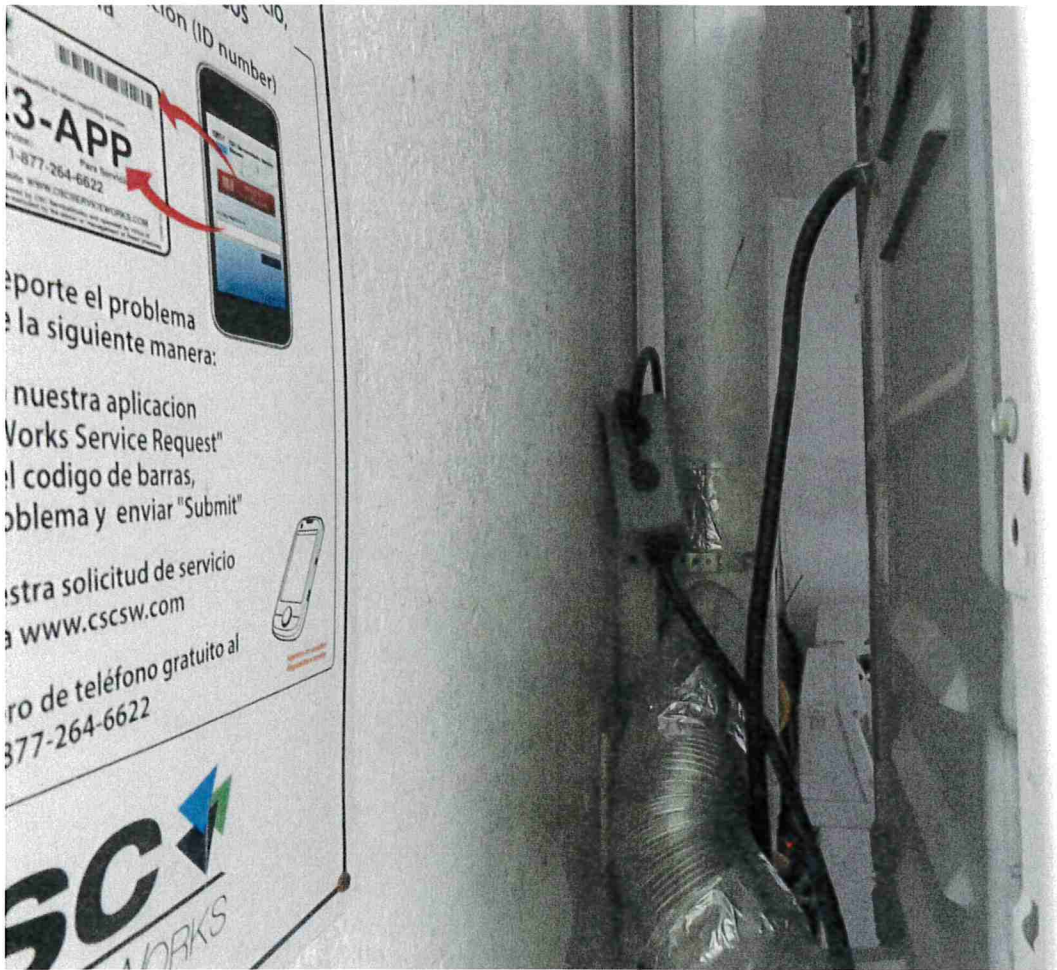


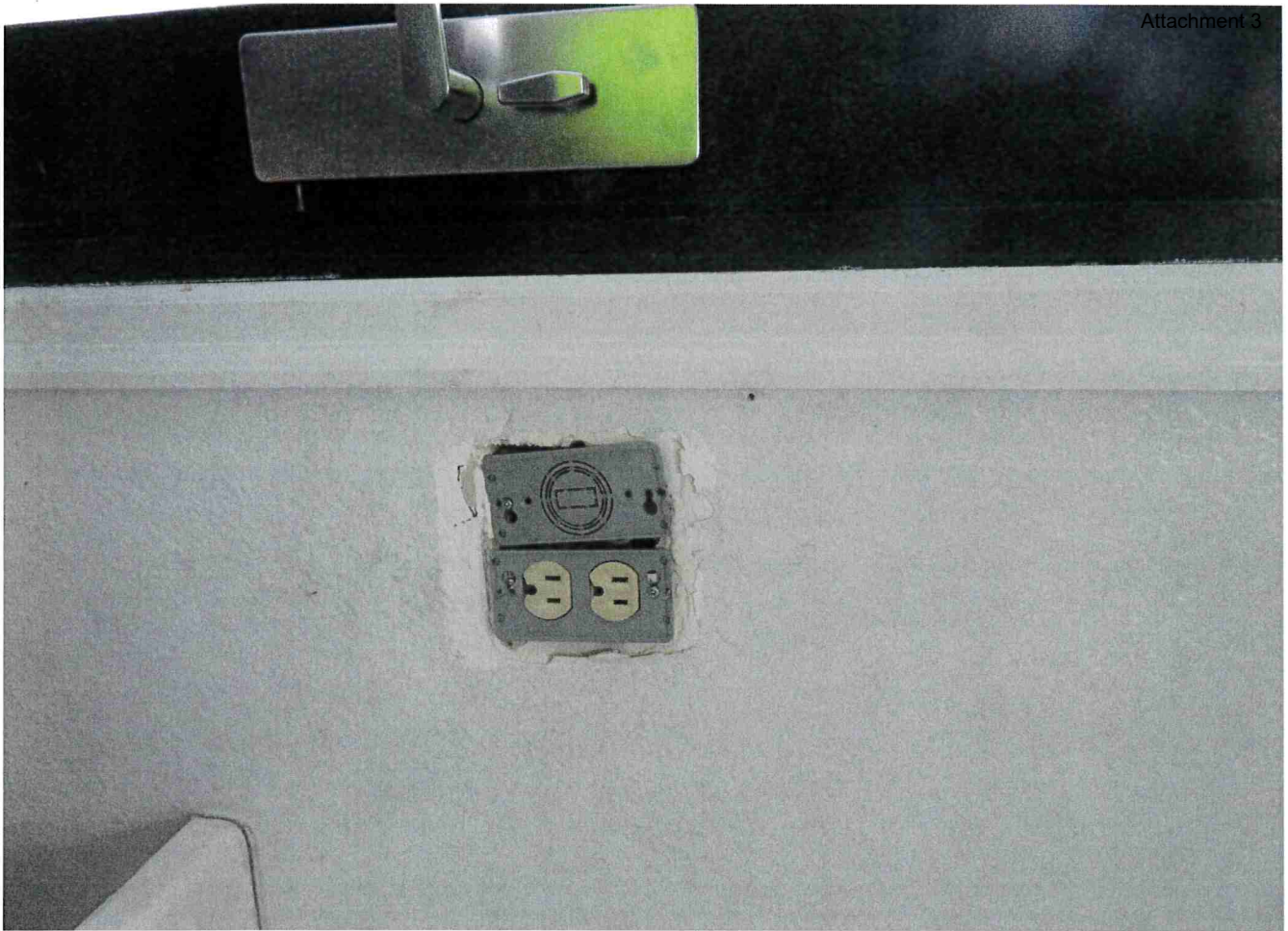














Roseville Inspection Report

Demographics

Name: Motel 6 [2300]

Address: 2300 Cleveland Avenue North
Roseville, MN 55113

General

Inspection Type: Inspection - Lodging

Passed?: No

Date Completed: 02/11/2026

Inspector: Erickson, Steve

Inspection Number: INSP20260211-0032

Inspection Documents

Violation Documents

Violations

Location	Comments	Violation Status	Reinspect On or After:	Code
Sprinkler riser room	The dry pipe system for the sprinkler system requires repairs. During the inspection, we discovered that the air compressor, which is supposed to maintain air pressure, was continuously running. This may indicate a potential leak in the system or another malfunction. Should the compressor fail, the dry system will fill with water. If the temperature falls below freezing, the dry system pipes will burst. Additionally, there is a significant water leak between the water main and the sprinkler riser, producing a steady stream of water. This could further damage the connection and might lead to a burst pipe, resulting in a complete loss of pressure in the system. I spoke with Nicole, the property manager, and informed her that this issue needs to be resolved by Friday, February 13, 2026. If the fire protection company is unable to complete the repairs by this date, they must provide a documented plan on how this issue will be addressed. Failure to comply with this requirement will necessitate that the hotel implement 24/7 fire watch monitoring.	Violation Noted - Schedule Recheck	02/13/2026	901.6

Inspections Phone: 651- 792 - 7340

Email: fireinspections@cityofroseville.com



Roseville Inspection Report

Demographics

Name: Motel 6 [2300]

Address: 2300 Cleveland Avenue North
Roseville, MN 55113

General

Inspection Type: Inspection - Lodging

Passed?: No

Date Completed: 02/11/2026

Inspector: Erickson, Steve

Inspection Number: INSP20260211-0032

Inspection Documents

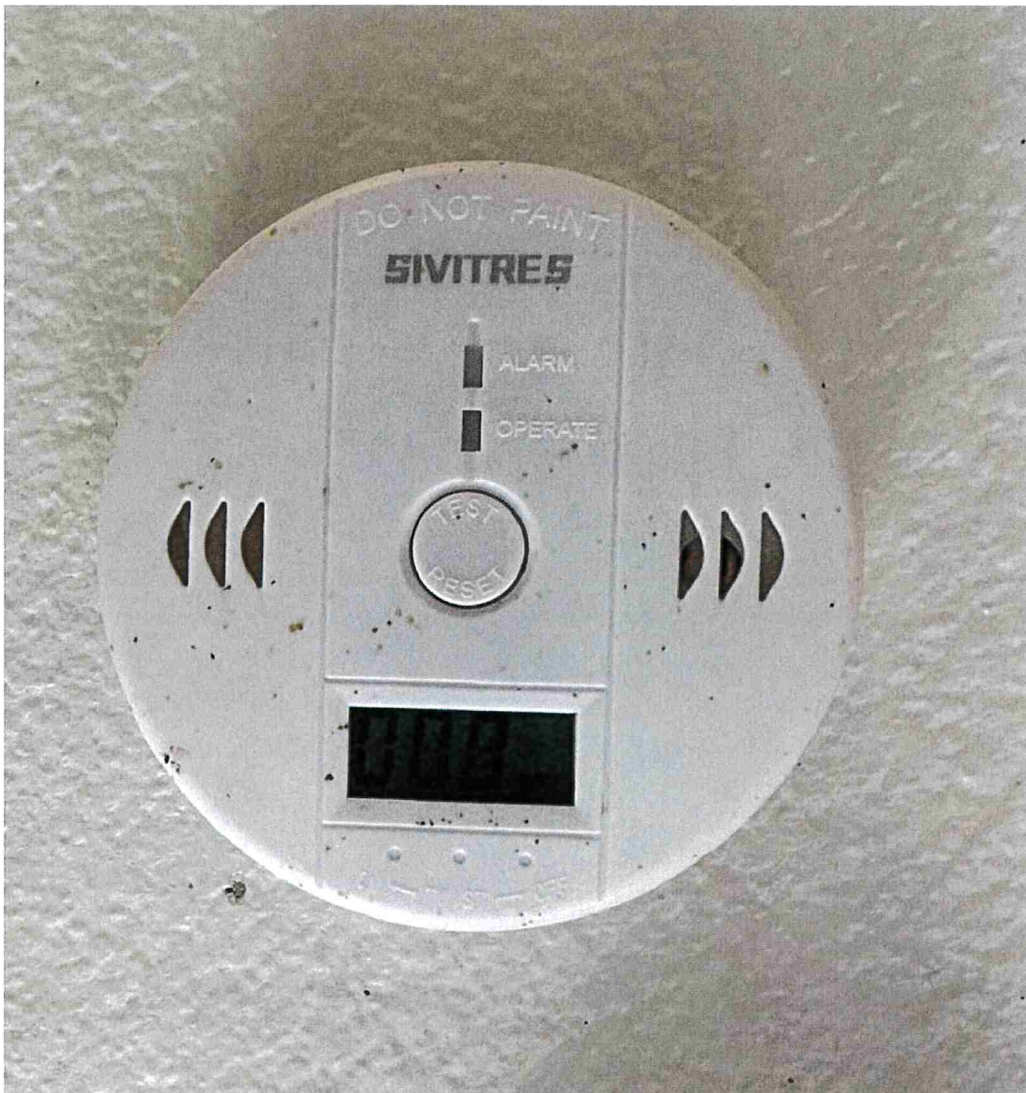
Violation Documents

Title: Carbon monoxide alarms not UL 2034 listed

Violation Code: 915.4.2

Specific Location: Throughout property

Inspected Date: 2026-02-11 16:40:51



Title: 1st floor utility room
Violation Code: 315.3.1
Specific Location: 1st floor utility room
Inspected Date: 2026-02-16 13:58:18

Attachment 3





Violations

Location	Comments	Violation Status	Reinspect On or After:	Code
Sprinkler riser room and multiple locations	The last correction in this code is the sprinkler heads with paint. Rooms: vending machine room, 131, office breakroom. Room 203 has a deflector that is crooked. Per NFPA 25, 2017 5.2.1.1.1, these sprinkler heads shall be replaced.	Violation Noted - Schedule Recheck	02/13/2026	901.6
Throughout property	All carbon monoxide alarms installed throughout the property are not UL 2034 listed, and shall be replaced.	Violation Noted - Schedule Recheck		915.4.2

Location	Comments	Violation Status	Reinspect On or After:	Code
Multiple locations	During the inspection, I observed that most of the smoke alarms were either non-functioning or missing—too many to list individually. Property Maintenance will conduct a thorough inspection of all smoke alarms and replace the batteries in any non-functioning units. If a smoke alarm has expired (ten years after the date on the sticker), it will be replaced. Additionally, any missing smoke alarms will also be replaced. Since all carbon monoxide (CO) alarms need to be replaced as they are not listed, I recommend replacing them with combination smoke and CO alarms that come with a ten-year sealed battery.	Violation Noted - Schedule Recheck		1103.8.1
Multiple locations	The following locations listed have exit signs that failed to illuminate when tested: outside of rooms 314, 310, and 211. Property maintenance shall repair or replace these exit signs.	Violation Noted - Schedule Recheck		1013.6.3
Multiple locations	Several rooms that accommodate guests with hearing loss have strobes for the single-station smoke alarm that do not function when tested. The rooms listed are as follows. 205, 204, 128, and 130. Property Maintenance shall replace these smoke alarms with strobe.	Violation Noted - Schedule Recheck		907.5.2.3.2
Room 229	Room 229 was found to have a bed bug infestation. Property management shall arrange for an extermination company to mitigate the infestation.	Violation Noted - Schedule Recheck		Roseville City Code 906.05.H.1
Room 229 and the riser room.	Room 229 has an extension cord in use for the refrigerator, and the riser room is using an extension cord for the wrap-around pipe heater. Extension cords shall not be used for permanent wiring. Property Management shall immediately cease the use of extension cords.	Violation Noted - Schedule Recheck		604.5
Multiple locations	Several rooms throughout are currently being used for storage. Most of these rooms store mattresses. These rooms have sprinkler heads installed for light hazard, and are not designed to suppress a fire with a fuel load, such as mattresses. Property management shall have these mattresses removed.	Violation Noted - Schedule Recheck		901.4
1st floor utility room	The 1st floor utility room has storage that is not a minimum of 18 inches below the sprinkler heads. Property Management shall have storage reduced for a clearance of at least 18 inches below the sprinkler heads.	Violation Noted - Schedule Recheck	03/14/2026	315.3.1
1st floor main laundry room (non-guest use)	The hole in the wall shall be patched to restore the room's fire rating.	Violation Noted - Schedule Recheck		701.2
1st floor electrical room.	The 1st floor electrical room has a lot of storage that is not only too close to the electrical panel, but also presents as a tripping hazard. Additionally, the cover panel for the panel has been removed. Property Maintenance shall remove storage too close to the panel and tripping hazards. The cover panel shall be placed.	Violation Noted - Schedule Recheck	03/14/2026	604.3
Fire alarm control panel (FACP)	The last documented annual inspection for the FACP was in July 2024 and is overdue. Property management shall schedule the annual inspection as soon as possible.	Violation Noted - Schedule Recheck		901.6.1

a
and

ROSEVILLE FIRE DEPARTMENT

LOCK BOX UPDATE

- In cases of fire or medical emergencies, it is vital that fire fighters and paramedics be able to gain access to buildings whether or not a caretaker is present. For this reason, the Minnesota State Fire Code provides authority to require installation of keyboxes. (MSFC 506)
- Older models of lock boxes are becoming harder to maintain, and the department is not always able to access them
- All commercial and multifamily buildings are required to have a **Knox Box** by the end of 2026

Attachment 3



Knox Box



Knox Boxes Required

- Order Online at www.knoxbox.com
- Local installation available from Knox
- Once installed, or if you already have a Knox box on your property and need to have the keys added or changed, please call 651-792-7340 or email fireinspections@cityofroseville.com



For more info visit
cityofroseville.com/fire

Minnesota Department of Public Safety State Fire Marshal Division

Group I-1, I-2, and R Occupancy Carbon Monoxide (CO) Detection-Flow Chart

State Fire Marshal Division Notes

- This flow chart is designed to aid Code Officials, Architects, Design Professionals and similar in the navigation through the Minnesota State Fire Code.
- This flow chart applies to new and existing Group I-1, I-2 and R dwelling and sleeping units.
- **Effective August 01, 2024:** All rooms or areas used for sleeping within a guest room of a hotel shall have a carbon monoxide alarm in accordance with [Minn. Stat. 299F.51](#).
- **Effective August 01, 2024:** To meet the multi-family exception of [Minn. Stat. 299F.51](#), Subdivision 5, only carbon monoxide detectors shall be used.
- **CARBON MONOXIDE ALARM.** A single- or multiple station alarm intended to detect carbon monoxide gas and alert occupants by a distinct audible signal. It incorporates a sensor, control components and an alarm notification appliance in a single unit.
- **CARBON MONOXIDE DETECTOR.** A device with an integral sensor to detect carbon monoxide gas and transmit an alarm signal to a connected alarm control unit.

CO alarm requirements

- CO alarms: Shall only be installed within sleeping and dwelling units.
- Power supply: Hardwired with battery backup.
 - Exception 1: Battery only approved if no commercial power present.
 - Exception 2 (Existing): Battery only approved if CO alarms not required at time of construction.
- Listing: UL 2034.
- Combination alarms: Combination smoke and CO alarms listed to UL 217 and UL 2034 approved.

CO detection system requirements

- CO detectors: Shall be installed in alternate locations in lieu of CO alarms.
- Standard: NFPA 720, CO detectors listed to UL 2075.
- Locations: As specified in MSFC Section 915.2.
- Combination detectors: Listed to UL 268 and UL 2075.



Developed October 7, 2020 – Revised January 5, 2024

Minnesota Department of Public Safety

State Fire Marshal Division

- Notification appliances shall be installed in the area(s) where the detection devices are installed.
- The system shall annunciate to a constantly attended location or supervising station.

General CO detection location requirements

- Dwelling unit: Within 10 feet of bedrooms **or** within bedrooms containing fuel-burning appliances.
- Sleeping unit: Within sleeping unit.
 - *Alternate 1:* Detector located within 10 feet of sleeping units when units do not contain fuel-burning appliances or are served by forced air fuel-burning appliances.
- In multi-family dwellings without fuel-burning appliances within the dwelling units, carbon monoxide detectors may be placed 15 to 25 feet from the central fuel-burning appliances.

When required and alternate CO detection location requirements

Note: More than one condition may apply

- When a dwelling unit or sleeping unit is served by a forced air fuel-burning appliance.
 - *Alternate:* Single detector approved in first room or area served by the main supply duct from the furnace.
- When a dwelling unit or sleeping unit building containing a fuel-burning appliance.
 - Exception 1: CO detection not required when no communicating openings between the fuel-burning appliance(s) and sleeping/dwelling units.
 - *Alternate 1:* Detector in approved location between the fuel-burning appliance(s) and sleeping/dwelling units.
 - *Alternate 2:* Detector located on the ceiling of rooms containing the fuel-burning appliance(s).
- When a dwelling unit or sleeping unit building has an attached garage.
 - Exception 1: CO detection not required when no communicating openings between garage and sleeping/dwelling units.
 - Exception 2: CO detection not required when sleeping/dwelling units are more than 1-story above or below the garage.
 - Exception 3: CO detection not required when the garage is attached to sleeping/dwelling units by open-ended corridor (breezeway).
 - *Alternate:* Detector in approved location between garage and sleeping/dwelling units.
 - Exempt garages: Open parking garages or enclosed garages complying with Minnesota Building Code Section 406.4.



Developed October 7, 2020 – Revised January 5, 2024

Minnesota Department of Public Safety

State Fire Marshal Division

Maintenance

- Enclosed garage detection: Maintained in accordance with Minnesota Mechanical Code Section 404.1, manufacturer instructions and listing.
- End-of-life: Devices that become inoperable or sound end-of-life signals shall be replaced.

Multi-family dwelling unit with little or no sources of carbon monoxide

An owner of a multifamily dwelling that contains minimal or no sources of carbon monoxide may be exempted from the requirements of MN Statute 299F.51, provided that such owner certifies to the Commissioner of Public Safety that such multifamily dwelling poses no foreseeable carbon monoxide risk to the health and safety to the dwelling units. For additional information on this subject please follow the link to the [Carbon Monoxide Commissioner Certification of Exemption](#) form.

Please consider when completing the certificate of exemption that the following are common sources of carbon monoxide that can be hazardous to human occupants:

- Gas, oil, wood, coal, kerosene or corn furnaces, heaters, boilers, and stoves
- Gas, charcoal grills allowed within a building
- Gas or oil water heaters
- Gas clothes dryers
- Gas ovens
- Gas kitchen range
- Gas fryers or other gas kitchen appliances
- Portable fuel or gas heaters
- Gas, oil, wood fireplaces
- Other fuel burning appliances
- Attached or tuck-under parking garage

STATE OPERATED FACILITIES

The requirements outlined in MN Statute 299F.51 do not apply to facilities owned or operated by the state of Minnesota.

If you have additional questions or need further information on the carbon monoxide legislation please contact the State Fire Marshal division at 651-201-7221, visit our [website](#) or e-mail your questions to fire.code@state.mn.us.



Developed October 7, 2020 – Revised January 5, 2024



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Samuel Magureanu, Finance Director
Date: February 24, 2026
Re: Hotel License for Motel 6

Motel 6 does not have unpaid utility, taxes, or other city charges as of February 24, 2026. The Finance Department does not object to granting the hotel license for Motel 6.



Memo

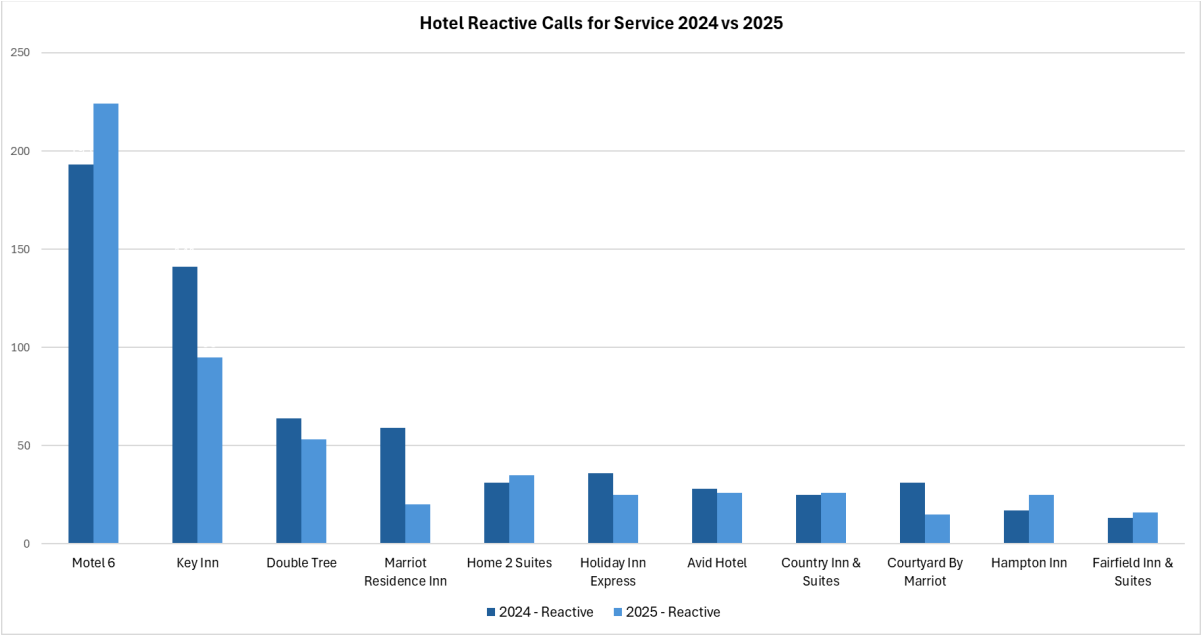
To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Police Chief Erika Scheider
Date: March 4, 2026
Re: Hotel License for Motel 6

The Roseville Police Department responded to 224 calls for service at Motel 6 in 2025, an increase from 193 calls in 2024. This call volume is significantly higher than that of any other hotel in the city (see below chart).

The Department's Community Action Team continues to work with Motel 6 management to address the high call volume and identify strategies to reduce calls for service. While management has generally been cooperative and receptive, it is concerning that the number of calls remains elevated despite these ongoing efforts.

Although Motel 6 was not fined under the City's repeat nuisance ordinance in 2025, the property consistently recorded monthly call totals that were significantly higher than other hotels and frequently at or just below the 10-call threshold. In February 2026, Motel 6 was fined \$250 for exceeding the 10-call threshold.

At this time, the Roseville Police Department is not opposed to the issuance of a hotel license for Motel 6. However, the persistently high number of calls for service and the ongoing drain on public safety resources is concerning. Sustained improvement is necessary to lessen the impact on police resources and to ensure greater accountability moving forward. The Department will continue to closely monitor activity at the property and evaluate progress as part of future licensing recommendations.



**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 23rd day of March 2026, at 6:00 p.m.

The following members were present:, Schroeder, Groff, Bauer, Strahan, and Mayor Roe. and the following were absent: None.

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

A RESOLUTION APPROVING THE APPLICATION FOR RENEWAL OF A HOTEL
LICENSE FOR ROSEVILLE HOSPITALITY GROUP LLC DOING BUSINESS AS MOTEL 6
ROSEVILLE.

WHEREAS, Minnesota Statute Section 471.585 authorizes a city to require hotels operating within the boundaries of the city to have a valid license issued by the city; and

WHEREAS, the City of Roseville adopted Ordinance Number 1674 (the “Ordinance”) on April 8, 2024, requiring such licenses and establishing certain regulations related to such licenses; and

WHEREAS, Roseville Hospitality Group LLC, doing business as Motel 6 Roseville (the “Applicant”), obtained a license (the “License”) on April 1, 2025, to operate a hotel at 2300 Cleveland Ave. in the City of Roseville (the “Premises”); and

WHEREAS, the Applicant has now applied for renewal of the License; and

WHEREAS, the Ordinance requires that, prior to issuance of any license, all premises where the Hotel is located must comply with all relevant health and safety codes; and

WHEREAS, the City has conducted inspections of the Premises and has now verified that it is in compliance with all relevant health and safety codes, and City staff note the following:

- City staff noted a significantly larger number of code violations at Motel 6 as compared to other hotels in Roseville

- City staff noted a significant decline in the upkeep and maintenance of the hotel over the past year as compared to other hotels in Roseville; and

WHEREAS, Under Roseville City Code 311.02 (f), the City has the authority to impose reasonable conditions and, therefore, in order to ensure that the same decline in upkeep and maintenance does not occur over the next year, staff recommends that the hotel license be renewed for Motel 6 with the condition that the hotel will have a full building and property inspection every four months during the period of the license; and

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have had a repeat nuisance service call fee imposed, and City staff note the following:

- There has been one repeat nuisance service call fee imposed against the Owner, Operator, or manager for the month of February 2026.
- While this call volume is higher than the average for hotels in the city, the Roseville Police Department and the management of Motel 6 have been working cooperatively to lower the amount of police calls.
- Motel 6 management has consistently demonstrated cooperation with the Roseville Police Department.
- Given the active cooperation and ongoing efforts by Motel 6, the Roseville Police Department does not request any action on the Hotel License at this time; and

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have had a similar license suspended or revoked by the City or a similar jurisdiction; and

WHEREAS, the City has not discovered a prior license suspension or revocation;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have an Interested Person with input into the day-to-day operations of the establishment that has one or more criminal conviction that relates to the licensed activity; and

WHEREAS, the Applicant has provided a list of all Interested Persons for a background investigation, and the City has completed the investigation and it has not revealed any information that would disqualify the Applicant obtaining a license; and

WHEREAS, the Ordinance requires that the Premises may not be delinquent to the City of Roseville, for taxes, assessment, or other financial claims; and

WHEREAS, City staff have verified that the Premises is not delinquent on any taxes, assessments or other charges; and

85 WHEREAS, on the basis of the above, City staff have recommended approval of the application
86 subject to the following condition:
87

- 88 1) City staff will conduct a full building and property inspection of Motel 6 every four
89 months during the license period, and any violations noted in such inspections must be
90 corrected by the licensee as ordered by city inspection staff. Failure to allow such
91 inspections and failure to correct any violations is grounds for penalty under Roseville
92 City Code Sec. 311.05.
93

94 NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Roseville approves the
95 renewal of Hotel license for Roseville Hospitality Group LLC, doing business as Motel 6
96 Roseville; and be it
97

98 FURTHER RESOLVED, that the license is approved subject to the above-described license
99 condition: and be it
100

101 FINALLY RESOLVED, that City staff is directed to notify the Applicant of its right under
102 Roseville City Code Section 311.05 to request an opportunity to be heard regarding the
103 imposition of the above-described license condition, and to take all subsequent necessary actions
104 regarding such condition.
105

106 The motion for the adoption of the foregoing resolution was duly seconded by Member ,
107 and upon a vote being taken thereon, the following voted in favor thereof: , , ,
108 , and Mayor .
109 and the following voted against the same: .
110

111 WHEREUPON said resolution was declared duly passed and adopted.
112

STATE OF MINNESOTA)
) SS
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 23rd day of March 2026 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 23rd day of March 2026.

SEAL

Patrick J. Trudgeon, City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/23/2026

Item No.: 7.d.

Department Approval

City Manager Approval



Item Description: Discuss Appointment of Roseville Resident to Falcon Heights's Les Bolstad Golf Course Redevelopment Community Advisory Committee

Background

As the City Council may be aware, the University of Minnesota has closed the Les Bolstad Golf Course in Falcon Heights and has put the land up [for sale](#). The City of Falcon Heights has reached out to Roseville's staff to request that the Roseville City Council appoint a Roseville resident to its newly created Les Bolstad Golf Course Redevelopment Community Advisory Committee. The Community Advisory Committee (CAC) is being created by Falcon Heights to serve in an advisory capacity to the city to help shape the future redevelopment of the golf course. The CAC will be composed of six Falcon Heights residents, and one representative from the Cities of Lauderdale and Roseville and the St. Anthony neighborhood of St. Paul.

The City of Falcon Heights has asked the Roseville City Council to designate a resident of Roseville to serve on the CAC. The first meeting is scheduled for Wednesday, April 15 and will meet on a monthly basis for the next 18 to 24 months.

Policy Objectives

Not applicable.

Equity Impact Summary

No equity analysis was completed for this request.

Budget Implications

None.

Staff Recommendations

Staff would like the City Council to discuss what process should be used to designate a Roseville resident to the Les Bolstad Golf Course Redevelopment Community Advisory Committee. While staff does not have a specific process to recommend, given the short time frame before the first meeting of the CAC, any selection process used should be relatively short on length and efficient of City Council time. Staff would also suggest that the resident selected should live in close proximity to the Les Bolstad Golf Course.

Requested Council Action

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Will be based on direction.

Prepared by: Patrick Trudgeon, City Manager

Attachments: 1. Les Bolstad Golf Course Redvelopment Community Advisory Committee Information

Les Bolstad Golf Course Redevelopment Community Advisory Committee

Overview

The Community Advisory Committee (CAC) will serve as a voice for the community and act in an advisory capacity to help shape the future redevelopment of the Les Bolstad Golf Course. The CAC will be made up of local community members who represent the diverse economic, ethnic and social service interests of the City of Falcon Heights and of adjacent cities. The committee does not have independent duties or authority to take actions that will bind the City of Falcon Heights.

The group will be appointed by the Falcon Heights City Council and made up of nine (9) voting members to consist of the following membership:

- One representative from Falcon Heights At-Large
- One representative from the Planning Commission
- One representative from the Environment Commission
- One representative from the Parks and Recreation Commission
- One representative from the Community Engagement Commission
- One representative from The Grove neighborhood
- One representative from Lauderdale (selected by the Lauderdale City Council)
- One representative from Roseville (selected by the Roseville City Council)
- One representative from St. Anthony Park (selected by the St. Anthony Park Community Council – District 12)

Additionally, staff from the City of Falcon Heights will serve as liaison to the CAC, as well as non-voting member participation from our consultants at Bolton & Menk, Barr Engineering and Braun Intertec. Representatives from the University of Minnesota and the identified buyer will also have an active role in this process.

Meeting Information

- Monthly, the 3rd Wednesday of the month, at 6:30 PM, at Falcon Heights City Hall.
- Anticipated first meeting date of Wednesday, April 15th.
- Anticipated duration of CAC is 18-24 months.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

February 25, 2026

No. 26-17

**A RESOLUTION ESTABLISHING A LES BOLSTAD GOLF COURSE
REDEVELOPMENT COMMUNITY ADVISORY COMMITTEE**

WHEREAS, the Les Bolstad Golf Course property, owned by the University of Minnesota, is located adjacent to the City of Falcon Heights and represents a significant redevelopment opportunity affecting land use, infrastructure, environmental systems, housing, and community character; and

WHEREAS, redevelopment of the property will have regional implications for Falcon Heights and neighboring jurisdictions; and

WHEREAS, the Falcon Heights City Council recognizes the importance of structured community engagement and broad stakeholder input in shaping redevelopment outcomes; and

WHEREAS, the City Council desires to establish a formal advisory body to serve as a community voice and provide recommendations to the City Council regarding the redevelopment process; and

WHEREAS, the Community Advisory Committee shall act solely in an advisory capacity and shall not have independent authority to bind the City of Falcon Heights.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Falcon Heights hereby establishes the Les Bolstad Golf Course Redevelopment Community Advisory Committee (CAC) for the purpose of advising the City Council on matters related to redevelopment of the Les Bolstad Golf Course property.

BE IT FURTHER RESOLVED, that the Community Advisory Committee shall:

1. Purpose and Duties

- a. Serve as a community focus group representing a cross-section of residents and stakeholders.
- b. Provide input and recommendations to the City Council regarding land use concepts, environmental considerations, infrastructure, housing, community amenities, and related redevelopment matters.
- c. Identify community priorities, concerns, and opportunities associated with redevelopment.
- d. Act solely in an advisory capacity without independent authority to take action on behalf of the City.
- e. Commit to actively participate in meetings for a period of up to two years.

2. Membership

- a. The Committee shall consist of nine (9) voting members appointed as follows:
 - i. One Falcon Heights resident appointed at-large;
 - ii. One representative from the Falcon Heights Planning Commission;
 - iii. One representative from the Falcon Heights Environment Commission;
 - iv. One representative from the Falcon Heights Parks and Recreation Commission;
 - v. One representative from the Falcon Heights Community Engagement Commission;
 - vi. One representative from The Grove neighborhood;
 - vii. One representative from the City of Lauderdale (selected by the Lauderdale City Council);
 - viii. One representative from the City of Roseville (selected by the Roseville City Council);
 - ix. One representative from St. Anthony Park (selected by the St. Anthony Park Community Council – District 12).

3. Staff and Consultant Participation

- a. The City Administrator, or designee, shall serve as staff liaison to the Committee.
- b. Non-voting participation may include representatives from the City's professional consultants, including but not limited to Bolton & Menk, Barr Engineering, and Braun Intertec.
- c. Representatives from the University of Minnesota and, as applicable, an identified buyer or development entity may participate as non-voting stakeholders.

4. Meetings

- a. Meetings shall generally occur monthly at Falcon Heights City Hall unless otherwise determined by the Committee in coordination with staff.
- b. Meetings shall comply with the Minnesota Open Meeting Law.

5. Duration

- a. The Community Advisory Committee shall remain in existence until dissolved by further action of the City Council.

BE IT FURTHER RESOLVED, that staff is directed to solicit applications for the Falcon Heights at-large member using the adopted Community Advisory Committee application form and to coordinate with partner jurisdictions and organizations regarding their respective appointments.

Moved by:

Mogen

Approved by:


 Randall C. Gustafson
 Mayor

GUSTAFSON
MAY
MIELKE
MOGEN
WASSENBERG

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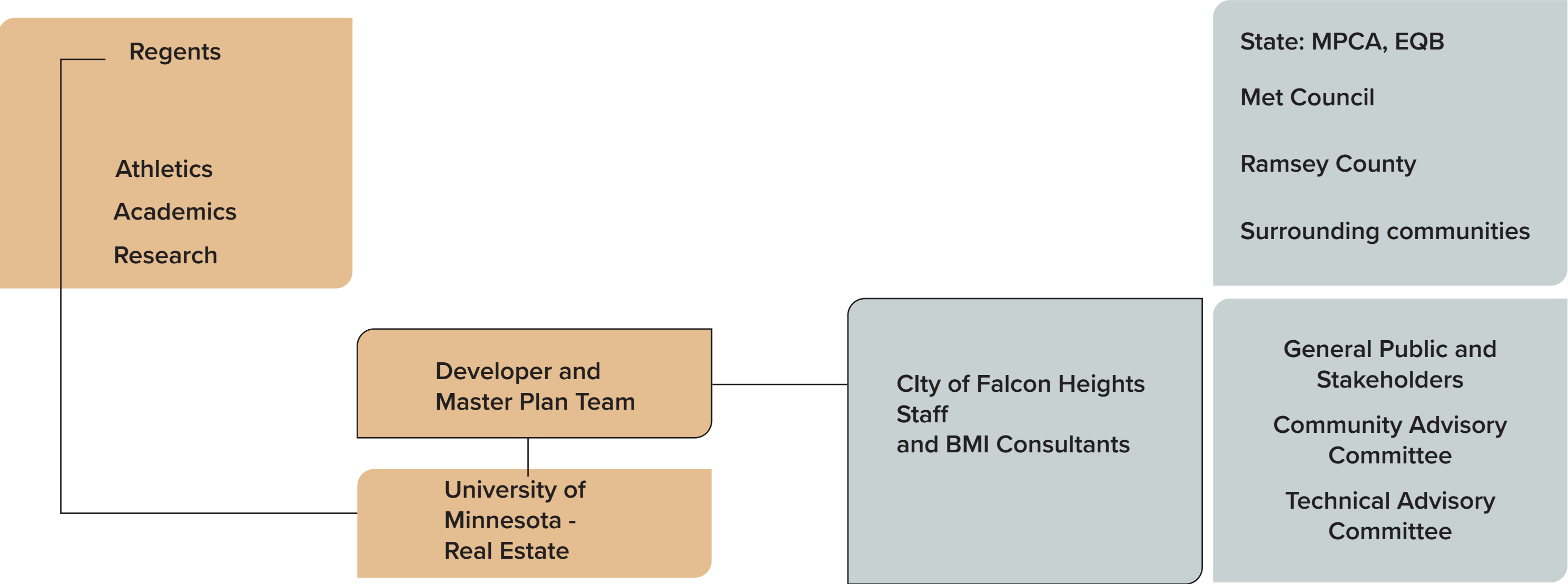
In Favor

0

Against

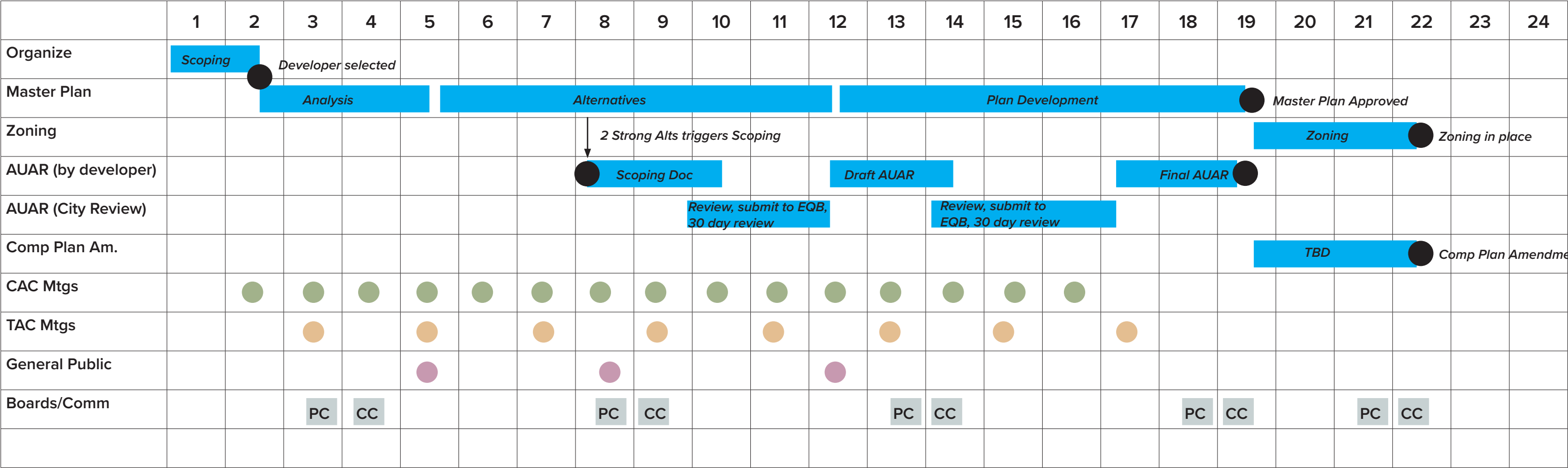
Attested by: _____


Jack Linehan
City Administrator



Build a bigger tent

Initial DRAFT Schedule for Master Plan, AUAR, ZOning, and Comp Plan Ammdement : Les Bolstad Redevelopment



Community Advisory Committee

Facilitated by City via BMI Consultant Team

+/-7 members (4 from FH committees)
Roseville, St. Paul and Lauderdale (elected/appointed)

Responsibility: to serve as community experts and liaisons

Technical Advisory Committee

10-15 members

Facilitated by City via BMI Consultant Team

Falcon Height Planning, Engineering, and Parks

Saint Paul Water?

Watershed Districts (Rice Creek, Cap Region)

County Transportation and Economic Development (?) and Parks (?)
Met Council Planning
Met Transit (?)

Consultant team

Public Outreach

Engagement Plan created by developer and coordinated with City...

City Communication Networks (Social, newsletters, etc)

Open Houses (3)

Stakeholders/Neighbors: the U, others?

City Boards and Commissions

Council Worksessions and Final Approval of the Master Plan

Planning Commission (Approval and forwarded to Council?)

Environment Commission

Community Engagement Commission

Park and Rec

Keep Informed

Saint Paul Pub Works
MWMO
Adjacent communities

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/23/2026

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	\$376,517.10
115148-115189	\$598,426.23
Total	\$974,943.33

A detailed report of the claims is attached. 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.

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Requested Council Action

Motion to approve the payment of claims as submitted.

Prepared by: Ebonie Cannady-Accounting Technican II

Attachments: 1. Checks for Approval

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GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 02-00 ADMINISTRATION					
100-02-00-430099	Drug Testing	Vault Health	RANDOM DRUG AND ALCOHOL TEST	267.95	115171
100-02-00-441000	Training	MAMA-Metropolitan Area Man	FEBRUARY MAMA LUNCHEON ATTENDANCE - C	35.00	115152
			Total Department 02-00 ADMINISTRATION	302.95	
Department: 04-00 FINANCE					
100-04-00-443600	Software Operating Charges	Metro-INET	MAGURENAU ADOBE SUBSCRIPTION	102.00	6822
			Total Department 04-00 FINANCE	102.00	
Department: 10-00 POLICE DEPARTMENT					
100-10-00-420000	Office Supplies	Greenhaven Printing	BUSINESS CARDS (2)	147.80	6814
100-10-00-422000	Clothing	STREICHER'S	CSO SHIRTS QUAAS	59.99	6812
100-10-00-430000	Professional Services	Bio-Tec Emergency Services	DECONTAMINATION OF WRAP RESTRAINT	150.00	115173
100-10-00-430000	Professional Services	BRYAN POLAND	REIMB FOR POST LICENSE FEES	91.00	115184
100-10-00-430000	Professional Services	Eden K9 Consulting & Train	ANNUAL KATS K9 TRACKING SOFTWARE	378.00	115175
100-10-00-430000	Professional Services	Martin McAllister, Inc.	HIRING PUBLIC SAFETY ASSESSMENT DIAZ	650.00	115153
100-10-00-430000	Professional Services	Masa Consulting, Inc.	MENTAL HEALTH SUPPORT SERVICES FOR FE	3,900.00	6818
100-10-00-430004	Police Explorer Program	MINNESOTA LAW ENFORCEMENT	EXPLORER ROLE PLAYER PAVLAK	175.00	115182
100-10-00-430004	Police Explorer Program	MINNESOTA LAW ENFORCEMENT	2026 MINNESOTA EXPLORER CONFERENCE EX	4,179.00	115182
100-10-00-430004	Police Explorer Program	MN LAW ENFORCEMENT EXPLORE	EXPLORER ROLE PLAYER - COOK	175.00	115183
100-10-00-441000	Training	BCA	SEARCH WARRANTS PAVLAK	150.00	115162
100-10-00-443500	Minor Equipment	Motorola Solutions, Inc.	CHARGERS (6) AND JACKS (6) FOR ANNUAL	1,380.00	115159
			Total Department 10-00 POLICE DEPARTMENT	11,435.79	
Department: 13-00 FIRE DEPARTMENT					
100-13-00-422000	Clothing	Aspen Mills Inc.	ONEILL	817.50	115150
100-13-00-422000	Clothing	Aspen Mills Inc.	KEENAN	663.91	115150
100-13-00-422000	Clothing	Aspen Mills Inc.	MELLEN	504.23	115150
100-13-00-430000	Professional Services	Martin McAllister, Inc.	PSYCH EVALS	15,150.00	115153
100-13-00-430000	Professional Services	Performance Plus LLC	CRAIG	952.50	115158
100-13-00-430000	Professional Services	Performance Plus LLC	EANNELLI, BRESNAHAN	1,790.00	115158
100-13-00-439000	CONTRACT MAINTENANCE	TK Elevator Corp.	5 BRONZE - OIL & GREASE ONLY,	387.00	115168
100-13-00-439000	CONTRACT MAINTENANCE	UHL Company	PREVIOUS CHECK OFF BY \$100	100.00	115161
100-13-00-439000	CONTRACT MAINTENANCE	Yale Mechanical	HVAC	699.00	6817
			Total Department 13-00 FIRE DEPARTMENT	21,064.14	
Department: 20-21 STREET DEPARTMENT					
100-20-21-439000	CONTRACT MAINTENANCE	Ramsey County	FLEET SUPPORT FEE FOR JULY	115.44	115165
			Total Department 20-21 STREET DEPARTMENT	115.44	
Department: 23-00 BUILDING MAINTENANCE					
100-23-00-430000	Professional Services	McGough Property Managemen	MANAGEMENT FEE MARCH	3,963.00	6815
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Cintas Corporation	MAT BRUSH BLACK CH	70.63	115164
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Cintas Corporation	MAT GALAXY BLACK PD	87.59	115164
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Cintas Corporation	MAT BRUSH BLACK CH	43.19	115164
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Cintas Corporation	MAT GALAXY BLACK PD	49.60	115164
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Cintas Corporation	MAT BRUSH BLACK CH	70.63	115164
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Cintas Corporation	MAT GALAXY BLACK PD	87.59	115164
100-23-00-439001	CONTRACT MAINTENANCE - CIT	TK Elevator Corp.	5 BRONZE - OIL & GREASE ONLY,	774.00	115168
100-23-00-439003	Contract Maint.- City Gara	Cintas Corporation	MAT BRUSH BLACK PW	58.55	115164
100-23-00-439003	Contract Maint.- City Gara	Cintas Corporation	MAT BRUSH BLACK PW	58.55	115164
100-23-00-439003	Contract Maint.- City Gara	Cintas Corporation	MAT BRUSH BLACK PW	74.35	115164
100-23-00-439003	Contract Maint.- City Gara	Cintas Corporation	MAT BRUSH BLACK PW	58.55	115164
100-23-00-439003	Contract Maint.- City Gara	Cintas Corporation	MAT BRUSH BLACK PW	58.55	115164

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 23-00 BUILDING MAINTENANCE					
100-23-00-439010	Contract Manit. - HVAC	SHI International Corp	VISIOSTD ALNG LICAPK MVL HVAC COMPUT	292.75	6811
100-23-00-439011	Fiber Maint. & Locates	Arvig, Inc.	FIBER MAINTENANCE	283.31	115170
100-23-00-439011	Fiber Maint. & Locates	Zayo Group LLC	CITY FIBER SERVICES	4,553.52	115169
Total Department 23-00 BUILDING MAINTENANCE				10,584.36	
Total Fund 100 General Fund				43,604.68	
Fund: 200 Recreation Fund					
Department: 40-41 RECREATION FEE PROGRAMS					
200-40-41-430000-PR0202	Professional Services	Willie McCray	ADULT MENS BASKETBALL REFEREE PAYMENT	2,415.00	6819
200-40-41-430000-PR0218	Professional Services	Norman R. Rolando	SAFETY AWARENESS WINTER 2026 INVOICE	910.00	115148
200-40-41-430000-PR0220	Professional Services	Metro Volleyball Officials	ADULT VOLLEYBALL LEAGUE REFEREE PAYME	5,994.00	6808
200-40-41-430000-PR0270	Professional Services	Elizabeth Fletcher	JANUARY-MARCH PAYMENT MONDAY YOGA	748.00	6821
Total Department 40-41 RECREATION FEE PROGRAMS				10,067.00	
Department: 40-42 RECREATION NON FEE PROGRAMS					
200-40-42-424000-PR0101	Operating Supplies	CARLSON, SHELDON	SHELDON CARLSON MUSIC REFUND	50.69	115176
200-40-42-424000-PR0101	Operating Supplies	Groth Music	SPRING CONCERT MUSIC - COMMUNITY BAND	260.50	115151
Total Department 40-42 RECREATION NON FEE PROGRAMS				311.19	
Department: 40-53 SKATING CENTER					
200-40-53-373400	Spectator Admissions	Roseville Area High School	TICKET SHARE FOR ADMISSIONS	3,676.00	115166
200-40-53-373400	Spectator Admissions	Roseville Area High School	BOYS HOCKEY SHARE FOR ADMISSIONS	7,244.00	115166
200-40-53-425000-PR5512	Merchandise for Sale	Shamrock Group, Inc.	SODA FOR CONCESSIONS	173.59	115167
200-40-53-439000	CONTRACT MAINTENANCE	TK Elevator Corp.	5 BRONZE - OIL & GREASE ONLY,	774.00	115168
200-40-53-439000	CONTRACT MAINTENANCE	US ENVIRONMENTAL RESOURCES	BRINE CORROSION TESTING	550.00	115160
200-40-53-442000	Memberships & Subscription	ASCAP, Inc.	MUSIC	458.00	115154
Total Department 40-53 SKATING CENTER				12,875.59	
Total Fund 200 Recreation Fund				23,253.78	
Fund: 260 Community Development					
Department: 00-00 GENERAL					
260-00-00-207000	Building Surcharge	RESTORATION PROFESSIONALS	PARTIAL PERMIT REFUND	100.00	115181
Total Department 00-00 GENERAL				100.00	
Department: 56-17 BUILDING PERMITS & INSPECTIONS					
260-56-17-321006	Building Permits	RESTORATION PROFESSIONALS	PARTIAL PERMIT REFUND	1,350.00	115181
260-56-17-321011	Plan Check Fees	RESTORATION PROFESSIONALS	PARTIAL PERMIT REFUND	877.50	115181
260-56-17-322000	Technology Fee	RESTORATION PROFESSIONALS	PARTIAL PERMIT REFUND	40.50	115181
Total Department 56-17 BUILDING PERMITS & INSPECTIONS				2,268.00	
Total Fund 260 Community Development				2,368.00	
Fund: 265 License Center					
Department: 05-00 DEPUTY REGISTER					
265-05-00-430000	Professional Services	Cintas Corporation	MAT GALAXY BLACK ROSEVILLE-LIC. & PAS	178.41	115164
265-05-00-430000	Professional Services	Cintas Corporation	MAT GALAXY BLACK ROSEVILLE-LIC. & PAS	178.41	115164
265-05-00-430000	Professional Services	Cintas Corporation	MAT GALAXY BLACK ROSEVILLE-LIC. & PAS	178.41	115164
265-05-00-432000	Transportation	Mary Dracy	MILEAGE REIMBURSEMENT	467.63	6810
265-05-00-448000	Miscellaneous	Shred-N-Go, Inc.	LICENSE CENTER SHREDDING THRU FEB	157.30	115174
Total Department 05-00 DEPUTY REGISTER				1,160.16	
Total Fund 265 License Center				1,160.16	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 401 Fire Equipment					
Department: 13-00 FIRE DEPARTMENT					
401-13-00-453000	Other Improvements	Jefferson Fire & Safety, I	HELMETS	8,036.90	6813
			Total Department 13-00 FIRE DEPARTMENT	8,036.90	
			Total Fund 401 Fire Equipment	8,036.90	
Fund: 410 GENERAL FACILITIES REPLACEMENT FUND					
Department: 40-53 SKATING CENTER					
410-40-53-450000	Building & Structures	THINK DIGITAL SIGNS	ADD ON FOR MONUMENT SIGN	1,600.00	115178
			Total Department 40-53 SKATING CENTER	1,600.00	
			Total Fund 410 GENERAL FACILITIES REPLACEMENT FUND	1,600.00	
Fund: 413 MAINTENANCE FACILITY					
Department: 20-00 PUBLIC WORKS GENERAL					
413-20-00-430000	Professional Services	LHB Inc	MOC AND LPCDS	13,251.00	6816
			Total Department 20-00 PUBLIC WORKS GENERAL	13,251.00	
			Total Fund 413 MAINTENANCE FACILITY	13,251.00	
Fund: 414 PASSPORT / LICENSE CENTER					
Department: 05-00 DEPUTY REGISTER					
414-05-00-430000	Professional Services	LHB Inc	MOC AND LPCDS	19,480.50	6816
			Total Department 05-00 DEPUTY REGISTER	19,480.50	
			Total Fund 414 PASSPORT / LICENSE CENTER	19,480.50	
Fund: 600 Sanitary Sewer					
Department: 00-00 GENERAL					
600-00-00-202000	Accounts Payable	ALINE GLOEB	UB refund for account: 003472-000	12.13	115187
600-00-00-202000	Accounts Payable	ALINE GLOEB	UB refund for account: 003472-000	23.25	115187
600-00-00-202000	Accounts Payable	CARL ANDERSON & DEBORAH VE	UB refund for account: 013431-000	46.93	115185
600-00-00-202000	Accounts Payable	CARL ANDERSON & DEBORAH VE	UB refund for account: 013431-000	56.83	115185
600-00-00-202000	Accounts Payable	DANIEL CRAVEN	UB refund for account: 025118-000	0.44	115186
600-00-00-202000	Accounts Payable	DANIEL CRAVEN	UB refund for account: 025118-000	2.23	115186
600-00-00-202000	Accounts Payable	GREIG DAHLKE	UB refund for account: 025952-000	0.33	115189
600-00-00-202000	Accounts Payable	GREIG DAHLKE	UB refund for account: 025952-000	3.38	115189
600-00-00-202000	Accounts Payable	YANGTZE HOME LLC	UB refund for account: 025834-000	0.56	115188
600-00-00-202000	Accounts Payable	YANGTZE HOME LLC	UB refund for account: 025834-000	0.82	115188
			Total Department 00-00 GENERAL	146.90	
Department: 50-00 SANITARY SEWER					
600-50-00-430000	Professional Services	Gopher State One Call	LOCATE TICKETS 2/2026	68.85	6807
600-50-00-445000	Metro Waste Control Board	Metropolitan Council	WASTE WATER SERVICES	311,124.02	6809
600-50-00-448600	Credit Card Fees	INVOICE CLOUD	FEBRUARY INVOICE AND CC PROCESSING FE	4,578.96	6823
600-50-00-453000-PW2607	Other Improvements	JACKIE JUAN	I&I GRANT REBATE	4,975.00	115179
			Total Department 50-00 SANITARY SEWER	320,746.83	
			Total Fund 600 Sanitary Sewer	320,893.73	
Fund: 610 Water Fund					
Department: 00-00 GENERAL					
610-00-00-202000	Accounts Payable	ALINE GLOEB	UB refund for account: 003472-000	1.26	115187
610-00-00-202000	Accounts Payable	ALINE GLOEB	UB refund for account: 003472-000	24.43	115187
610-00-00-202000	Accounts Payable	CARL ANDERSON & DEBORAH VE	UB refund for account: 013431-000	3.09	115185
610-00-00-202000	Accounts Payable	CARL ANDERSON & DEBORAH VE	UB refund for account: 013431-000	59.71	115185

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 610 Water Fund					
Department: 00-00 GENERAL					
610-00-00-202000	Accounts Payable	DANIEL CRAVEN	UB refund for account: 025118-000	0.12	115186
610-00-00-202000	Accounts Payable	DANIEL CRAVEN	UB refund for account: 025118-000	2.35	115186
610-00-00-202000	Accounts Payable	GREIG DAHLKE	UB refund for account: 025952-000	0.18	115189
610-00-00-202000	Accounts Payable	GREIG DAHLKE	UB refund for account: 025952-000	3.56	115189
610-00-00-202000	Accounts Payable	YANGTZE HOME LLC	UB refund for account: 025834-000	0.04	115188
610-00-00-202000	Accounts Payable	YANGTZE HOME LLC	UB refund for account: 025834-000	0.86	115188
Total Department 00-00 GENERAL				95.60	
Department: 51-00 WATER FUND					
610-51-00-430000	Professional Services	Gopher State One Call	LOCATE TICKETS 2/2026	68.85	6807
610-51-00-430000	Professional Services	MN Dept of Health-Drinking	PLAN REVIEW FEE - WATERMAINS	150.00	115149
610-51-00-430000	Professional Services	Water Conservation Service	WATER LEAK LOCATE 2796 OXFORD	434.48	115163
610-51-00-430000	Professional Services	Water Conservation Service	WATER LEAK LOCATE 2536 SNELLING AVE	868.96	115163
610-51-00-443600	Software Operating Charges	Comcast	706 SHRYER - BOOSTER STATION	522.45	115156
610-51-00-444000	St.Paul Water	St. Paul Regional Water Se	MONTHLY WATER BILL	489,787.50	115157
Total Department 51-00 WATER FUND				491,832.24	
Total Fund 610 Water Fund				491,927.84	
Fund: 620 Golf Course					
Department: 52-51 CEDARHOLM GOLF COURSE					
620-52-51-382100	Building Rental	GLORIA MARTINEZ-ARIZALA	DAMAGE DEPOSIT REFUND	200.00	115180
Total Department 52-51 CEDARHOLM GOLF COURSE				200.00	
Total Fund 620 Golf Course				200.00	
Fund: 640 Storm Drainage					
Department: 00-00 GENERAL					
640-00-00-202000	Accounts Payable	ALINE GLOEB	UB refund for account: 003472-000	13.59	115187
640-00-00-202000	Accounts Payable	CARL ANDERSON & DEBORAH VE	UB refund for account: 013431-000	33.19	115185
640-00-00-202000	Accounts Payable	DANIEL CRAVEN	UB refund for account: 025118-000	1.30	115186
640-00-00-202000	Accounts Payable	GREIG DAHLKE	UB refund for account: 025952-000	1.98	115189
640-00-00-202000	Accounts Payable	YANGTZE HOME LLC	UB refund for account: 025834-000	0.48	115188
Total Department 00-00 GENERAL				50.54	
Department: 54-00 STORM WATER					
640-54-00-430000	Professional Services	Dulcet Fountains & Aeratio	FROG POND PUMP AND MOTOR REPLACEMENT	8,415.81	115172
640-54-00-430000	Professional Services	Dulcet Fountains & Aeratio	FROG POND PUMP AND MOTOR REPLACEMENT	6,733.11	115172
640-54-00-430000	Professional Services	Gopher State One Call	LOCATE TICKETS 2/2026	68.85	6807
Total Department 54-00 STORM WATER				15,217.77	
Total Fund 640 Storm Drainage				15,268.31	
Fund: 650 ENVIRONMENTAL					
Department: 00-00 GENERAL					
650-00-00-202000	Accounts Payable	ALINE GLOEB	UB refund for account: 003472-000	7.97	115187
650-00-00-202000	Accounts Payable	CARL ANDERSON & DEBORAH VE	UB refund for account: 013431-000	19.50	115185
650-00-00-202000	Accounts Payable	DANIEL CRAVEN	UB refund for account: 025118-000	0.76	115186
650-00-00-202000	Accounts Payable	GREIG DAHLKE	UB refund for account: 025952-000	1.16	115189
650-00-00-202000	Accounts Payable	YANGTZE HOME LLC	UB refund for account: 025834-000	0.28	115188
Total Department 00-00 GENERAL				29.67	
Department: 65-00 SOLID WASTE RECYCLE					
650-65-00-430000	Professional Services	TOTER, LLC	96G RECYCLE CARTS	28,750.00	115177

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 650 ENVIRONMENTAL					
Department: 65-00 SOLID WASTE RECYCLE					
650-65-00-430000	Professional Services	TOTER, LLC	96G RECYCLE CARTS	3,727.08	115177
			Total Department 65-00 SOLID WASTE RECYCLE	32,477.08	
			Total Fund 650 ENVIRONMENTAL	32,506.75	
Fund: 710 Risk Management					
Department: 61-00 RISK MANAGEMENT					
710-61-00-430000	Professional Services	Stericycle, Inc.	STERI-SAFE BUDGET SUBSCRIPTION - MAR	341.68	115155
			Total Department 61-00 RISK MANAGEMENT	341.68	
			Total Fund 710 Risk Management	341.68	
Fund: 725 EDA Operating Fund					
Department: 57-56 EDA - PROGRAM					
725-57-56-430000	Professional Services	Golden Shovel Agency	MONTHLY MAINENTANCE MARKETING SERVICE	1,050.00	6820
			Total Department 57-56 EDA - PROGRAM	1,050.00	
			Total Fund 725 EDA Operating Fund	1,050.00	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY GL DISTRIBUTION ---					
		100-02-00-430099	Drug Testing	267.95	
		100-02-00-441000	Training	35.00	
		100-04-00-443600	Software Operating Charges	102.00	
		100-10-00-420000	Office Supplies	147.80	
		100-10-00-422000	Clothing	59.99	
		100-10-00-430000	Professional Services	5,169.00	
		100-10-00-430004	Police Explorer Program	4,529.00	
		100-10-00-441000	Training	150.00	
		100-10-00-443500	Minor Equipment	1,380.00	
		100-13-00-422000	Clothing	1,985.64	
		100-13-00-430000	Professional Services	17,892.50	
		100-13-00-439000	CONTRACT MAINTENANCE	1,186.00	
		100-20-21-439000	CONTRACT MAINTENANCE	115.44	
		100-23-00-430000	Professional Services	3,963.00	
		100-23-00-439001	CONTRACT MAINTENANCE - CITY HALL	1,183.23	
		100-23-00-439003	Contract Maint.- City Garage	308.55	
		100-23-00-439010	Contract Mani. - HVAC	292.75	
		100-23-00-439011	Fiber Maint. & Locates	4,836.83	
		200-40-41-430000-PR0202	Professional Services	2,415.00	
		200-40-41-430000-PR0218	Professional Services	910.00	
		200-40-41-430000-PR0220	Professional Services	5,994.00	
		200-40-41-430000-PR0270	Professional Services	748.00	
		200-40-42-424000-PR0101	Operating Supplies	311.19	
		200-40-53-373400	Spectator Admissions	10,920.00	
		200-40-53-425000-PR5512	Merchandise for Sale	173.59	
		200-40-53-439000	CONTRACT MAINTENANCE	1,324.00	
		200-40-53-442000	Memberships & Subscriptions	458.00	
		260-00-00-207000	Building Surcharge	100.00	
		260-56-17-321006	Building Permits	1,350.00	
		260-56-17-321011	Plan Check Fees	877.50	
		260-56-17-322000	Technology Fee	40.50	
		265-05-00-430000	Professional Services	535.23	
		265-05-00-432000	Transportation	467.63	
		265-05-00-448000	Miscellaneous	157.30	
		401-13-00-453000	Other Improvements	8,036.90	
		410-40-53-450000	Building & Structures	1,600.00	
		413-20-00-430000	Professional Services	13,251.00	
		414-05-00-430000	Professional Services	19,480.50	
		600-00-00-202000	Accounts Payable	146.90	
		600-50-00-430000	Professional Services	68.85	
		600-50-00-445000	Metro Waste Control Board	311,124.02	
		600-50-00-448600	Credit Card Fees	4,578.96	
		600-50-00-453000-PW2607	Other Improvements	4,975.00	
		610-00-00-202000	Accounts Payable	95.60	
		610-51-00-430000	Professional Services	1,522.29	
		610-51-00-443600	Software Operating Charges	522.45	
		610-51-00-444000	St.Paul water	489,787.50	
		620-52-51-382100	Building Rental	200.00	
		640-00-00-202000	Accounts Payable	50.54	
		640-54-00-430000	Professional Services	15,217.77	
		650-00-00-202000	Accounts Payable	29.67	
		650-65-00-430000	Professional Services	32,477.08	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		710-61-00-430000	Professional Services	341.68	
		725-57-56-430000	Professional Services	1,050.00	
---	TOTALS BY FUND ---				
		100	General Fund	43,604.68	
		200	Recreation Fund	23,253.78	
		260	Community Development	2,368.00	
		265	License Center	1,160.16	
		401	Fire Equipment	8,036.90	
		410	GENERAL FACILITIES REPLACEMENT FUND	1,600.00	
		413	MAINTENANCE FACILITY	13,251.00	
		414	PASSPORT / LICENSE CENTER	19,480.50	
		600	Sanitary Sewer	320,893.73	
		610	Water Fund	491,927.84	
		620	Golf Course	200.00	
		640	Storm Drainage	15,268.31	
		650	ENVIRONMENTAL	32,506.75	
		710	Risk Management	341.68	
		725	EDA Operating Fund	1,050.00	
		Total For All Funds:		974,943.33	

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/23/2026

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*.

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16 **Policy Objectives**

17 Required under City Code 103.05.

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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.

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29 **Budget Implications**

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

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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.

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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 and Sale_Trade-In
 - 2. Project_Initiative Summary

45

General Purchases or Contracts

Division	Vendor	Description	Key	Budget Amount	P.O. Amount	Budget / CIP
Parks and Recreation (PIP)	Centennial Flooring, Inc	Flooring at 4 Parks Buildings	(a)	\$ 15,000	\$ 16,410	2026 CIP
Golf Course	MTI Distributing	Toro Pro Force Debris Blower	(b)	\$ 11,000	\$ 11,166	2026 CIP
Public Works - Storm				\$ 30,000	\$ 20,478	2026 CIP
Parks and Recreation (PIP)	Tri-State Bobcat	Fecon Mulching Head with Forestry Package	(c)	\$ 75,000	\$ 20,478	2026 CIP
Police Department	Streicher's	Firearm Ammunition	(d)	\$ 40,272	\$ 20,799	2026 Operating

Key

- (a) The carpet tile flooring will be replaced in the following parks buildings: Autumn Grove, Lexington, Oasis, and Sandcastle. The current flooring is over 10 years and is due to be replaced. The carpet is in high traffic areas and are showing wear and tear and have begun to emit odors. There are a total 6 buildings to be done. 3 were part of the 2025 CIP with a budget of \$15,000 and the other 3 are in the 2026 CIP with a budget of \$15,000. There will be additional 2 building that will go against this budget line item in the future.

- (b) The purchase of the high output blower will assist the staff with course maintenance by reducing the amount of time required for grass and leaf clean up, minimizing the need for re-mulching, re-mowing and facilitating debris removal after storms. It will reduce the number of hours needed on the higher value equipment thus extending their lives. The estimated life of the high output blower is 15 years. The budget is \$11,000 in the 2026 CIP which will have an overage of \$166.

- (c) The 2026 Public Works Stormwater Utility Fund and the Parks Improvement Fund each planned funding toward the purchase of a Fecon RK6015 Mulching Head with a Bobcat Forestry Package for the City's T76 Bobcat track skid steer. The forestry mulcher would be used year-round for storm damage response, annual right-of-way clearing, and storm pond maintenance, including the removal of invasive woody materials. In addition, Parks and Recreation staff would use the equipment to remove invasives, clear trails, and manage wood waste generated through maintenance activities and volunteer events—tasks that currently require outside contractors. This purchase will allow City staff in both departments to manage wood waste more cost-effectively using existing staff resources. The cost is \$40,956 and the price would be split between Stormwater 2026 CIP which has a budget of \$30,000 and Parks and Recreation PIP 2026 CIP which would part of the \$75,000 in the Natural Resource Line. By splitting between the 2 funds, it will cause the Stormwater CIP to come in under budget by \$9,000,

- (d) The police department is purchasing ammunition used for training purposes. It will be using the 2026 operating budget which has \$45,000 to be used for Use of Force training/range/supplies. Prior to this purchase, \$4,728 has been expended leaving \$40,272 available for use. The total cost of the ammunition is \$20,799 leaving \$19,473 in the budget for future Use of Force training.

2026 Capital Improvement Plan

Project/Initiative Summary

Department/Division: Parks and Recreation/ Cedarholm Community Building and Golf Course

Project/Initiative Title: High Output Blower

Total Estimated Cost: \$11,000

Funding Source: CIP

Annual Operating Budget Impact: The blower will assist staff with course maintenance by reducing the time required for grass and leaf cleanup, minimizing the need for re-mulching, re-mowing and facilitating debris removal after storms. It will significantly reduce operating hours on (and thereby extend the life of) the larger and more expensive turf mower and smaller mower.

Project/Initiative Description: The blower will enhance course playability by efficiently removing hay, leaves, and sticks. It will be an essential tool during cultural practices, especially on tees and greens following aeration and topdressing. Additionally, the blower will be used year-round to support ongoing maintenance, including both spring and fall clean-up operations

.

Asset Location: Cedarholm Golf Course

Current Asset Installation Year: NA

Expected Lifespan for Asset 15 years

Asset Location: Golf Course Maintenance Shop

Department/Division: Parks
Project/Initiative Title: Park Building Flooring
Total Estimated Cost: \$15,000
Funding Source: Park Improvement Fund 411
Annual Operating Budget Impact:

Project/Initiative Description:

Replacement of carpet tile flooring in Park Buildings lobbies. The carpet tiles in these high traffic areas are original to the building and are showing wear and tear, and have begun to emit odors.

Funds are programmed for three buildings to have carpets replaced in late 2025, with the other three to be completed in 2026.

Asset Location:

Lexington Park – 2131 Lexington Ave N
Autumn Grove Park – 1365 Lydia Ave
Sandcastle Park – 3060 Patton Rd.
Villa Park – 2055 Cohansey Blvd.
Oasis Park – 1700 County Road C2 W.
Rosebrook Park – 2590 Fry Street

Current Asset Installation Year:

2015

Expected Lifespan for Asset:

6-8 years

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/23/2026

Item No.: 10.c.

Department Approval

City Manager Approval



Item Description: Approve Renewal of Hotel License for Courtyard Marriott Hotel, 2905 Centre Pointe Drive

Background

On April 8, 2024, the Roseville City Council passed an ordinance creating Chapter 317, which requires all hotels operating in Roseville to obtain a license granted by the City. On December 2, 2024, the Roseville City Council amended the hotel licensing ordinance to change the timing of the annual license period to be effective between April 1 to March 31. Courtyard by Marriott Hotel received its hotel license on April 1, 2025.

Courtyard by Marriott has applied for renewal of its hotel license and has submitted all necessary information to be considered for the granting of a hotel license. All Interested Persons associated with the hotel have passed background checks. The application is included as Attachment 1.

Courtyard by Marriott has been inspected by the City's Community Development and Fire Department and has completed all necessary corrections and does not have any outstanding building or fire code issues. (Attachment 2)

Courtyard by Marriott does not have any outstanding utility bills, taxes, or other charges with the City (Attachment 3).

Courtyard by Marriott has had 15 reactive police calls (which excludes proactive visits, community engagement events, and case follow-up) in 2025 and no overdose deaths at their hotel. The Police Department has reviewed the calls for service and do not have concerns about granting the hotel license (Attachment 4).

Policy Objectives

Strategic Plan Priority Area - Responsive Services and Safety

Goal #1: Take proactive steps to create a safer community through prevention, planning, and early intervention.

Requiring hotels operating in Roseville to meet certain standards and be licensed is consistent with this goal. As part of the annual licensing process, staff conduct inspections to ensure compliance with state building and fire codes and review police service calls associated with the property. This process allows the City to monitor conditions, identify emerging concerns, and work proactively to ensure unsafe and unsanitary conditions are addressed in a timely manner before they become larger safety problems for the neighborhood and the community.

Applicable Success Indicators:

- **Policies and procedures ensure the protection of the community.** The hotel licensing ordinance establishes operational and inspection requirements to ensure hotels operate safely and maintain appropriate conditions.
- **Real-time data and information are utilized to improve operations, response, and customer service.** Staff review recent police calls and operational data related to each property to identify trends and address issues collaboratively with hotel operators.

Progress toward Desired Impact - Community members with a variety of needs feel confident that City services are responsive to ongoing needs, keep everyone safe and secure, and positively impact their quality of life.

Annual hotel licensing is one of the ways the City advances Goal #1. Lodging properties were identified as an area where proactive oversight and collaboration can meaningfully improve safety and neighborhood conditions. The City prioritizes staff resources for inspections, data review, and engagement with operators to identify concerns early and address issues before they escalate.

Equity Impact Summary

Securing the safety and quality of hotel accommodations in Roseville is a fundamental consideration with respect to the hotel licensing ordinance. The equity analysis that was previously conducted indicates potential disparities in public safety concerns, building code issues, and health violations among different hotels, which may have varying impacts on historically underrepresented communities. While the ordinance aims to address regulatory gaps and enforce consistent safety standards, staff recognizes the importance of impartially acknowledging both positive and negative impacts.

Positive impacts include enhanced safety measures, improved quality standards, and potential economic growth resulting from a well-regulated hotel industry. However, staff also acknowledge potential negative impacts, such as financial barriers for smaller hotels and unintended consequences for vulnerable populations, including those experiencing homelessness. The ordinance may inadvertently lead to affordability challenges, impacting low-income individuals seeking temporary lodging. Through ongoing monitoring and data tracking, staff intends to evaluate the ordinance's impact on historically underrepresented communities, ensuring that the decision-making process remains informed, balanced, and responsive to the diverse needs of the community. This approach aligns with Roseville's commitment to fostering a safe, inclusive, and economically vibrant community for all residents.

Budget Implications

Applicants for an annual hotel license pay a \$150 fee to the City.

Staff Recommendations

Staff recommends renewal of the hotel license to Courtyard by Marriott located at 2905 Centre Pointe Drive, Roseville.

Requested Council Action

Motion to approve resolution renewing a hotel license to Courtyard by Marriott located at 2905 Centre Pointe Drive, Roseville.

Prepared by: Patrick Trudgeon, City Manager

Attachments:

1. Courtyard Marriott Application_Redacted
2. Certificate of Inspection_signed_Courtyard
3. Finance Hotel License Memo for Courtyard by Marriott
4. Police Department Hotel License Memo Courtyard Marriott Hotel
5. Roseville Hotel License Approval Resolution Courtyard by Marriott



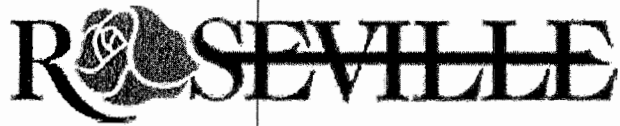
Administration Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
651-792-7023

SELECT ONE: ☐ NEW ☒ RENEWAL

Application Fee \$150 Background Fee \$30/person

check 52813 \$210

HOTEL/MOTEL LICENSE APPLICATION			
BUSINESS INFORMATION			
Name of Business: Courtyard by Marriott Roseville			
Phone Number: 651-746-8000		# of Guest Rooms: 120	
Hotel/Motel Address: 2905 Centre Pointe Drive			
City: Roseville	State: MN	ZIP Code: 55113	
Minnesota Tax ID: 6645457		Federal Employer ID (FEIN): 84-4581309	
General Manager Name: Amber Clayton		Phone: 651-746-8000	
Email: amber.clayton@tpihospitality.com			
CORPORATE INFORMATION			
Corporation/Owner Name: CYRV LLC			
Contact Name: Marlene Kubasch		Phone: 320-235-7207	
Contact Address: [REDACTED]		Contact E-mail: marlene@tpihospitality.com	
City: [REDACTED]	State: [REDACTED]	ZIP Code: [REDACTED]	
OPERATOR/MANAGER INFORMATION			
Name of Hotel/Motel Operator/Manager (local contact): Amber Clayton			
Address: 2905 Centre Pointe Drive		Phone: 651-746-8000	
City: Roseville	State: MN	ZIP Code: 55113	
Email: amber.clayton@tpihospitality.com			
DESIGNATED CONTACT INFORMATION			
Authorized person(s) name and contact information to provide official notices under the City of Roseville Hotel Ordinances			
Name: Marlene Kubasch			
Address: [REDACTED]			
Title: Sr Director of Admin/Acct		ZIP code: [REDACTED]	
Phone: 320-235-7207		E-mail: marlene@tpihospitality.com	
SIGNATURES			
I certify that all information provided on this form is true and complete. I understand that any false statements on this form shall be sufficient cause for rejection of my application for a license.			
Applicant printed name: Thomas R Torgerson			
Signature of applicant: [Signature]		Date: 11/13/25	



LISTING OF INTERESTED PERSONS

Under City Code Chapter 317.02C, at the time of a hotel license application, the applicant shall furnish the City with a list of all Interested Persons as defined by Chapter 317 of the Roseville City Code. Interested Persons will be subject to a criminal background check and payment of the investigation fee.

An Interested Person is defined in City Code as follows: All persons who will be on-site managers of the Hotel, are Owners or Operators, or that have an interest of five percent or more in the entity applying for or holding the license.

INTERESTED PERSON #1		
Role: ☒ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____		
Name: Thomas R Torgerson		
Address: [REDACTED]		Phone: [REDACTED]
City: [REDACTED]		ZIP Code: [REDACTED]
Email: tom@tpihospitality.com		

INTERESTED PERSON #2		
Role: ☐ Owner ☐ Operator ☒ On-Site Manager ☐ Other _____		
Name: Amber Clayton		
Address: [REDACTED]		Phone: [REDACTED]
City: [REDACTED]		ZIP Code: [REDACTED]
Email: amber.clayton@tpihospitality.com		

INTERESTED PERSON #3		
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____		
Name:		
Address:		Phone:
City:	State:	ZIP Code:
Email:		

INTERESTED PERSON #4		
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____		
Name:		
Address:		Phone:
City:	State:	ZIP Code:
Email:		



Certification of Hotel Inspection

This structure and property have been inspected pursuant to the requirements of City Code Title 3, Chapter 317.02.E (Ordinance 1674).

For the following Hotel:

(Courtyard by Marriott)

BUILDING ADDRESS: 2905 Centre Pointe Dr N., Roseville, MN

PIN: 032923330012

LICENSING PERIOD: 04/01/2026 – 03/31/2027

MANAGER/OPERATOR: Amber Clayton

OWNER: Cynr Llc

Number of guest rooms: 120

David Englund
David Englund, Building Official

3/17/2026
Date

Steve Erickson
Fire Inspector

3/17/2026
Date

Initial Inspection – February 18, 2026

COMMENTS: Inspection report provided; corrections required.

Re-inspection (if required) – March 13, 2026

COMMENTS: Observed corrections from initial report. Service latch at 2nd floor laundry chute. Install CO2 detector by CO2 tanks in storage room. Replace batteries in emergency light in kitchen.

Please note: Roseville City Code requires an annual inspection of all guest rooms, common areas, mechanical rooms, exterior surfaces and entire property. All inspection reports are public data and available for viewing at Roseville City Hall.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Samuel Magureanu, Finance Director
Date: February 24, 2026
Re: Hotel License for Courtyard by Marriott

The Courtyard by Marriott Hotel does not have unpaid utility, taxes, or other city charges as of February 24, 2026. The Finance Department does not object granting of the hotel license for Courtyard by Marriott Hotel.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Police Chief Erika Scheider
Date: February 25, 2026
Re: Hotel License for Courtyard By Marriott Hotel

The Roseville Police Department responded to 15 calls to the Courtyard By Marriott Hotel in 2025. This was a decrease in calls from the previous year. Management of the Courtyard has cooperated with the Roseville Police Department during public safety responses and follow-up investigations. Based on the call volume and cooperation of hotel ownership and management, the Roseville Police Department does not object to the granting of a hotel license for Courtyard by Marriott.

**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 23rd day of March 2026, at 6:00 p.m.

The following members were present:, Schroeder, Groff, Bauer, Strahan, and Mayor Roe. and the following were absent: None.

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

A RESOLUTION APPROVING THE APPLICATION FOR RENEWAL OF A HOTEL
LICENSE FOR CYRV LLC DOING BUSINESS AS COURTYARD BY MARRIOTT
ROSEVILLE.

WHEREAS, Minnesota Statute Section 471.585 authorizes a city to require hotels operating within the boundaries of the city to have a valid license issued by the city; and

WHEREAS, the City of Roseville adopted Ordinance Number 1674 (the “Ordinance”) on April 8, 2024 requiring such licenses and establishing certain regulations related to such licenses; and

WHEREAS, CYRV LLC, doing business as Courtyard by Marriott Roseville (the “Applicant”), obtained a license (the “License”) on April 1, 2025 to operate a hotel at 2905 Centre Pointe Drive in the City of Roseville (the “Premises”); and

WHEREAS, the Applicant has now applied for renewal of the License; and

WHEREAS, the Ordinance requires that, prior to issuance of any license, all premises where the Hotel is located must comply with all relevant health and safety codes; and

WHEREAS, the City has conducted inspections of the Premises and has now verified that it is in compliance with all relevant health and safety codes;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have a had a repeat nuisance service call fee imposed; and

WHEREAS, the City has determined that there have been no repeat nuisance service call fees imposed against the Owner, Operator, or manager;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have a have had a similar license suspended or revoked by the City or a similar jurisdiction; and

WHEREAS, the City has not discovered a prior license suspension or revocation;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have Interested Person with input into the day-to-day operations of the establishment that has one or more criminal conviction that relate to the licensed activity; and

WHEREAS, the Applicant has provided a list of all Interested Persons for a background investigation, and the City has completed the investigation and it has not revealed any information that would disqualify the Applicant obtaining a license; and

WHEREAS, the Ordinance requires that the Premises may not be delinquent to the City of Roseville, for taxes, assessment, or other financial claims; and

WHEREAS, City staff have verified that the Premises is not delinquent on any taxes, assessments or other charges; and

WHEREAS, on the basis of the above City staff have recommended approval of the application;

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Roseville approves the renewal of the License for CYRV LLC, doing business as Courtyard by Marriott Roseville, 2905 Centre Pointe Drive, Roseville, MN;

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

and the following voted against the same: .

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) SS
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 23rd day of March, 2026 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 23rd day of March, 2026

SEAL

Patrick J. Trudgeon, City Manager

REQUEST FOR COUNCIL ACTION

Date: 3/23/2026

Item No.: 10.d.

Department Approval

City Manager Approval



Item Description: Approve Renewal of Hotel License for Fairfield Inn and Suites, 3045 Centre Pointe Drive

Background

On April 8, 2024, the Roseville City Council passed an ordinance creating Chapter 317, which requires all hotels operating in Roseville to obtain a license granted by the City. On December 2, 2024, the Roseville City Council amended the hotel licensing ordinance to change the timing of the annual license period to be effective between April 1 to March 31. Fairfield Inn and Suites received a hotel license on April 1, 2025.

Fairfield Inn and Suites has applied for a renewal of its hotel license and has submitted all necessary information to be considered for the granting of a hotel license. All Interested Persons associated with the hotel have passed background checks. The application is included as Attachment 1.

Fairfield Inn and Suites has been inspected by the City's Community Development and Fire Department and has completed all necessary corrections and does not have any outstanding building or fire code issues. (Attachment 2)

Fairfield Inn and Suites does not have any outstanding utility bills, taxes, or other charges with the City (Attachment 3).

Fairfield Inn and Suites has had 16 reactive police calls (which excludes proactive visits, community engagement events, and case follow-up) in 2025 and no overdose deaths at their hotel. The Police Department has reviewed the calls for service and do not have concerns about granting the hotel license (Attachment 4).

Policy Objectives

Strategic Plan Priority Area - Responsive Services and Safety

Goal #1: Take proactive steps to create a safer community through prevention, planning, and early intervention.

Requiring hotels operating in Roseville to meet certain standards and be licensed is consistent with this goal. As part of the annual licensing process, staff conduct inspections to ensure compliance with state building and fire codes and review police service calls associated with the property. This process allows the City to monitor conditions, identify emerging concerns, and work proactively to ensure unsafe and unsanitary conditions are addressed in a timely manner before they become larger safety problems for the neighborhood and the community.

Applicable Success Indicators:

- **Policies and procedures ensure the protection of the community.** The hotel licensing ordinance establishes operational and inspection requirements to ensure hotels operate safely and maintain appropriate conditions.
- **Real-time data and information are utilized to improve operations, response, and customer service.** Staff review recent police calls and operational data related to each property to identify trends and address issues collaboratively with hotel operators.

Progress toward Desired Impact - Community members with a variety of needs feel confident that City services are responsive to ongoing needs, keep everyone safe and secure, and positively impact their quality of life.

Annual hotel licensing is one of the ways the City advances Goal #1. Lodging properties were identified as an area where proactive oversight and collaboration can meaningfully improve safety and neighborhood conditions. The City prioritizes staff resources for inspections, data review, and engagement with operators to identify concerns early and address issues before they escalate.

Equity Impact Summary

Securing the safety and quality of hotel accommodations in Roseville is a fundamental consideration with respect to the hotel licensing ordinance. The equity analysis that was previously conducted indicates potential disparities in public safety concerns, building code issues, and health violations among different hotels, which may have varying impacts on historically underrepresented communities. While the ordinance aims to address regulatory gaps and enforce consistent safety standards, staff recognizes the importance of impartially acknowledging both positive and negative impacts.

Positive impacts include enhanced safety measures, improved quality standards, and potential economic growth resulting from a well-regulated hotel industry. However, staff also acknowledge potential negative impacts, such as financial barriers for smaller hotels and unintended consequences for vulnerable populations, including those experiencing homelessness. The ordinance may inadvertently lead to affordability challenges, impacting low-income individuals seeking temporary lodging. Through ongoing monitoring and data tracking, staff intends to evaluate the ordinance's impact on historically underrepresented communities, ensuring that the decision-making process remains informed, balanced, and responsive to the diverse needs of the community. This approach aligns with Roseville's commitment to fostering a safe, inclusive, and economically vibrant community for all residents.

Budget Implications

Applicants for an annual hotel license pay a \$150 fee to the City.

Staff Recommendations

Staff recommends renewal of the hotel license to Fairfield Inn and Suites at 3045 Centre Pointe Drive, Roseville.

Requested Council Action

Motion to approve a resolution renewing a hotel license to Fairfield Inn and Suites at 3045 Centre Pointe Drive, Roseville.

Prepared by: Patrick Trudgeon, City Manager

Attachments:

1. Fairfield Inn Application_Redacted
2. Certificate of Inspection_Signed_Fairfield
3. Finance Hotel License Memo for Fairfield Inn
4. Police Department Hotel License Memo Fairfield Inn and Suites
5. Roseville Hotel License Approval Resolution Fairfield Inn



Administration Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
651-792-7023

SELECT ONE: ☐ NEW

☒ RENEWAL

Application Fee \$150

Background Fee \$30/person

check 1033 \$150

HOTEL/MOTEL LICENSE APPLICATION		
BUSINESS INFORMATION		
Name of Business: Lord Shriram Inc DBA Fairfield Inn		
Phone Number: 651-636-7869	# of Guest Rooms: 79 ROOMS	
Hotel/Motel Address: 3045 Centre Pointe dr		
City: Roseville	State: MN	ZIP Code: 55113
Minnesota Tax ID: 88-72974	Federal Employer ID (FEIN): 92-3751918	
General Manager Name: Marcus Giese AGM	Phone: 651-636-7869	
Email: rppatel22@hotmail.com		
CORPORATE INFORMATION		
Corporation/Owner Name: Raj Patel		
Contact Name: Raj Patel	Phone:	
Contact Address: [REDACTED]	Contact E-mail: rppatel22@hotmail.com	
City: [REDACTED]	State: MN	ZIP Code: [REDACTED]
OPERATOR/MANAGER INFORMATION		
Name of Hotel/Motel Operator/Manager (local contact): Raj Patel		
Address: [REDACTED]	Phone: 507-210-6180	
City: [REDACTED]	State: MN	ZIP Code: [REDACTED]
Email: rppatel22@hotmail.com		
DESIGNATED CONTACT INFORMATION		
Authorized person(s) name and contact information to provide official notices under the City of Roseville Hotel Ordinances		
Name: Raj Patel		
Address: [REDACTED]		
Title: Owner/Operator	ZIP code: [REDACTED]	
Phone: 507-210-6180	E-mail: rppatel22@hotmail.com	
SIGNATURES		
I certify that all information provided on this form is true and complete. I understand that any false statements on this form shall be sufficient cause for rejection of my application for a license.		
Applicant printed name: Raj Patel		
Signature of applicant: [Signature]	Date: 11-12-2025	



LISTING OF INTERESTED PERSONS

Under City Code Chapter 317.02C, at the time of a hotel license application, the applicant shall furnish the City with a list of all Interested Persons as defined by Chapter 317 of the Roseville City Code. Interested Persons will be subject to a criminal background check and payment of the investigation fee.

An Interested Person is defined in City Code as follows: All persons who will be on-site managers of the Hotel, are Owners or Operators, or that have an interest of five percent or more in the entity applying for or holding the license.

INTERESTED PERSON #1		
Role: ☒ Downer ☒ Operator ☐ On-Site Manager ☐ Other		
Name: Raj Patel		
Add: [REDACTED]		Phone:
City: [REDACTED]	State: MN	ZIP Code: [REDACTED]
Email: rppatel22@hotmail.com		

INTERESTED PERSON #2		
Role: ☐ Downer ☐ Operator ☒ On-Site Manager ☐ Other		
Name: MARCUS GIESE		
Address:		Phone:
City:	State:	ZIP Code:
Email:		

INTERESTED PERSON #3		
Role: ☐ Downer ☐ Operator ☐ On-Site Manager ☐ Other		
Name:		
Address:		Phone:
City:	State:	ZIP Code:
Email:		

INTERESTED PERSON #4		
Role: ☐ Downer ☐ Operator ☐ On-Site Manager ☐ Other		
Name:		
Address:		Phone:
City:	State:	ZIP Code:
Email:		



Certification of Hotel Inspection

This structure and property have been inspected pursuant to the requirements of City Code Title 3, Chapter 317.02.E (Ordinance 1674).

For the following Hotel:

(Fairfield by Marriott Inn & Suites)

BUILDING ADDRESS: 3045 Centre Pointe Dr N., Roseville, MN

PIN: 052923110036

LICENSING PERIOD: 04/01/2026 – 03/31/2027

MANAGER/OPERATOR: Greg Harpke

OWNER: Lord Shriram Inc

Number of guest rooms: 81

David Englund

 David Englund, Building Official

3/16/2026

 Date

Stefan

 Fire Inspector

3-16-2026

 Date

Initial Inspection – February 2, 2026

COMMENTS: Inspection report provided; corrections required.

Re-inspection (if required) – March 13, 2026

COMMENTS: Observed corrections from initial report.

Please note: Roseville City Code requires an annual inspection of all guest rooms, common areas, mechanical rooms, exterior surfaces and entire property. All inspection reports are public data and available for viewing at Roseville City Hall.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Samuel Magureanu, Finance Director
Date: February 24, 2026
Re: Hotel License for Fairfield Inn

The Fairfield Inn Hotel does not have unpaid utility, taxes, or other city charges as of February 24, 2026. The Finance Department does not object to granting the hotel license for Fairfield Inn Hotel.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Police Chief Erika Scheider
Date: February 25, 2026
Re: Hotel License for Fairfield Inn and Suites

The Roseville Police Department has responded to 16 calls to the Fairfield Inn and Suites in 2025. This is similar to calls in 2024. The management of the Fairfield Inn and Suites has cooperated with the Roseville Police Department during public safety responses and follow-up investigations. Based on the call volume and cooperation of hotel ownership and management, the Roseville Police Department does not object to the granting of a hotel license for Fairfield Inn and Suites.

**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 23rd day of March 2026, at 6:00 p.m.

The following members were present:, Schroeder, Groff, Bauer, Strahan, and Mayor Roe. and the following were absent: None.

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

A RESOLUTION APPROVING THE APPLICATION FOR ISSUANCE OF A HOTEL
LICENSE FOR LORD SHIRAM INCORPORATED DOING BUSINESS AS FAIRFIELD
INN.

WHEREAS, Minnesota Statute Section 471.585 authorizes a city to require hotels operating within the boundaries of the city to have a valid license issued by the city; and

WHEREAS, the City of Roseville adopted Ordinance Number 1674 (the “Ordinance”) on April 8, 2024 requiring such licenses and establishing certain regulations related to such licenses; and

WHEREAS, Lord Shiram Incorporated, doing business as Fairfield Inn (the “Applicant”), has applied for a license to operate a hotel at 3045 Centre Pointe Drive in the City of Roseville (the “Premises”); and

WHEREAS, the Ordinance requires that, prior to issuance of any license, all premises where the Hotel is located must comply with all relevant health and safety codes; and

WHEREAS, the City has conducted inspections of the Premises and has now verified that it is in compliance with all relevant health and safety codes;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have a had a repeat nuisance service call fee imposed; and

WHEREAS, the City has determined that there have been no repeat nuisance service call fees imposed against the Owner, Operator, or manager;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have a have had a similar license suspended or revoked by the City or a similar jurisdiction; and

WHEREAS, the City has not discovered a prior license suspension or revocation;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have Interested Person with input into the day-to-day operations of the establishment that has one or more criminal conviction that relate to the licensed activity; and

WHEREAS, the Applicant has provided a list of all Interested Persons for a background investigation, and the City has completed the investigation and it has not revealed any information that would disqualify the Applicant obtaining a license; and

WHEREAS, the Ordinance requires that the Premises may not be delinquent to the City of Roseville, for taxes, assessment, or other financial claims; and

WHEREAS, City staff have verified that the Premises is not delinquent on any taxes, assessments or other charges; and

WHEREAS, on the basis of the above City staff have recommended approval of the application;

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Roseville approves the Hotel license for Lord Shiram Incorporated, doing business as Fairfield Inn, 3045 Centre Pointe Drive, Roseville, MN;

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

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) SS
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 23rd day of March, 2026 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 23rd day of March, 2026

SEAL

Patrick J. Trudgeon, City Manager

REQUEST FOR COUNCIL ACTION

Date: 3/23/2026

Item No.: 10.e.

Department Approval

City Manager Approval



Item Description: Approve Renewal of Hotel License for Hampton Inn, 2050 Iona Lane

Background

On April 8, 2024, the Roseville City Council passed an ordinance creating Chapter 317, which requires all hotels operating in Roseville to obtain a license granted by the City. On December 2, 2024, the Roseville City Council amended the hotel licensing ordinance to change the timing of the annual license period to be effective between April 1 to March 31. The Hampton Inn was granted a license on April 1, 2025.

Hampton Inn has applied for a renewal of its hotel license and has submitted all necessary information to be considered for the granting of a hotel license. All Interested Persons associated with the hotel have passed background checks. The application is included as Attachment 1.

Hampton Inn has been inspected by the City's Community Development and Fire Department and has completed all necessary corrections and does not have any outstanding building or fire code issues. (Attachment 2)

Hampton Inn does not have any outstanding utility bills, taxes, or other charges with the City (Attachment 3).

Hampton Inn has had 25 reactive police calls (which excludes proactive visits, community engagement events, and case follow-up) in 2025 and no overdose deaths at their hotel. The Police Department has reviewed the calls for service and do not have concerns about granting the hotel license (Attachment 4).

Policy Objectives

Strategic Plan Priority Area - Responsive Services and Safety

Goal #1: Take proactive steps to create a safer community through prevention, planning, and early intervention.

Requiring hotels operating in Roseville to meet certain standards and be licensed is consistent with this goal. As part of the annual licensing process, staff conduct inspections to ensure compliance with state building and fire codes and review police service calls associated with the property. This process allows the City to monitor conditions, identify emerging concerns, and work proactively to ensure unsafe and unsanitary conditions are addressed in a timely manner before they become larger safety problems for the neighborhood and the community.

Applicable Success Indicators:

- **Policies and procedures ensure the protection of the community.** The hotel licensing ordinance establishes operational and inspection requirements to ensure hotels operate safely and maintain appropriate conditions.

- **Real-time data and information are utilized to improve operations, response, and customer service.** Staff review recent police calls and operational data related to each property to identify trends and address issues collaboratively with hotel operators.

Progress toward Desired Impact - Community members with a variety of needs feel confident that City services are responsive to ongoing needs, keep everyone safe and secure, and positively impact their quality of life.

Annual hotel licensing is one of the ways the City advances Goal #1. Lodging properties were identified as an area where proactive oversight and collaboration can meaningfully improve safety and neighborhood conditions. The City prioritizes staff resources for inspections, data review, and engagement with operators to identify concerns early and address issues before they escalate.

Equity Impact Summary

Securing the safety and quality of hotel accommodations in Roseville is a fundamental consideration with respect to the hotel licensing ordinance. The equity analysis that was previously conducted indicates potential disparities in public safety concerns, building code issues, and health violations among different hotels, which may have varying impacts on historically underrepresented communities. While the ordinance aims to address regulatory gaps and enforce consistent safety standards, staff recognizes the importance of impartially acknowledging both positive and negative impacts.

Positive impacts include enhanced safety measures, improved quality standards, and potential economic growth resulting from a well-regulated hotel industry. However, staff also acknowledge potential negative impacts, such as financial barriers for smaller hotels and unintended consequences for vulnerable populations, including those experiencing homelessness. The ordinance may inadvertently lead to affordability challenges, impacting low-income individuals seeking temporary lodging. Through ongoing monitoring and data tracking, staff intends to evaluate the ordinance's impact on historically underrepresented communities, ensuring that the decision-making process remains informed, balanced, and responsive to the diverse needs of the community. This approach aligns with Roseville's commitment to fostering a safe, inclusive, and economically vibrant community for all residents.

Budget Implications

Applicants for an annual hotel license pay a \$150 fee to the City.

Staff Recommendations

Staff recommends renewal of the hotel license to Hampton Inn, 2050 Iona Lane.

Requested Council Action

Motion to adopt resolution to renew a hotel license for Hampton Inn, 2050 Iona Lane, Roseville.

Prepared by: Patrick Trudgeon, City Manager

Attachments:

1. Hampton Inn Application_Redacted
2. Certificate of Inspection_signed_Hampton
3. Finance Hotel License Memo for Hampton Inn
4. Police Department Hotel License Memo Hampton Inn
5. Roseville Hotel License Approval Resolution Hampton Inn



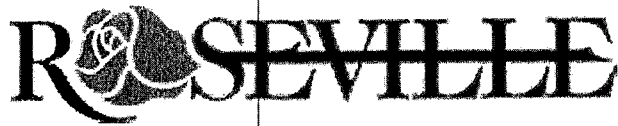
Administration Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
651-792-7023

SELECT ONE: ☐ NEW ☒ RENEWAL

Application Fee \$150 Background Fee \$30/person

check 414852 \$ 210

HOTEL/MOTEL LICENSE APPLICATION		
BUSINESS INFORMATION		
Name of Business: Hampton Inn Roseville		
Phone Number: 651-209-3000	# of Guest Rooms: 100	
Hotel/Motel Address: 2050 Iona Lane West		
City: Roseville	State: MN	ZIP Code: 55113
Minnesota Tax ID: 2740619	Federal Employer ID (FEIN): 46-1078232	
General Manager Name: Brad Kusper	Phone: 651-209-3000	
Email: brad.kusper@tpihospitality.com		
CORPORATE INFORMATION		
Corporation/Owner Name: HR LLC		
Contact Name:		Phone: 320-235-7207
Contact Address:	Contact E-mail: marlene@tpihospitality.com	
City:	State: MN	ZIP Code:
OPERATOR/MANAGER INFORMATION		
Name of Hotel/Motel Operator/Manager (local contact): Brad Kusper		
Address: 2050 Iona Lane West	Phone: 651-209-3000	
City: Roseville	State: MN	ZIP Code: 55113
Email: brad.kusper@tpihospitality.com		
DESIGNATED CONTACT INFORMATION		
Authorized person(s) name and contact information to provide official notices under the City of Roseville Hotel Ordinances		
Name: Marlene Kubasch		
Address:		
Title: Sr Director of Admin/Acct	ZIP code:	
Phone: 320-235-7207	E-mail: marlene@tpihospitality.com	
SIGNATURES		
I certify that all information provided on this form is true and complete. I understand that any false statements on this form shall be sufficient cause for rejection of my application for a license.		
Applicant printed name: Thomas R Torgerson		
Signature of applicant:		Date: 11/13/25



LISTING OF INTERESTED PERSONS

Under City Code Chapter 317.02C, at the time of a hotel license application, the applicant shall furnish the City with a list of all Interested Persons as defined by Chapter 317 of the Roseville City Code. Interested Persons will be subject to a criminal background check and payment of the investigation fee.

An Interested Person is defined in City Code as follows: All persons who will be on-site managers of the Hotel, are Owners or Operators, or that have an interest of five percent or more in the entity applying for or holding the license.

INTERESTED PERSON #1			
Role: ☒ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____			
Name: Thomas R Torgerson			
Address: [REDACTED]		Phone: 612-747-3770	
City: [REDACTED]	State: [REDACTED]	ZIP Code: [REDACTED]	
Email: tom@tpihospitality.com			

INTERESTED PERSON #2			
Role: ☐ Owner ☐ Operator ☒ On-Site Manager ☐ Other _____			
Name: Brad Kusper			
Address: [REDACTED]		Phone: 218-368-2866	
City: [REDACTED]		ZIP Code: [REDACTED]	
Email: brad.kusper@tpihospitality.com			

INTERESTED PERSON #3			
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____			
Name:			
Address:		Phone:	
City:	State:	ZIP Code:	
Email:			

INTERESTED PERSON #4			
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____			
Name:			
Address:		Phone:	
City:	State:	ZIP Code:	
Email:			



Certification of Hotel Inspection

This structure and property have been inspected pursuant to the requirements of City Code Title 3, Chapter 317.02.E (Ordinance 1674).

For the following Hotel:

(Hampton Inn)

BUILDING ADDRESS: 2050 Iona Ln., Roseville, MN

PIN: 042923330033

LICENSING PERIOD: 04/01/2026 – 03/31/2027

MANAGER/OPERATOR: Gabby Clauser

OWNER: Hr LLC

Number of guest rooms: 100

David Englund

David Englund, Building Official

3/16/2026

Date

Stefan

Fire Inspector

3-16-2026
Date

Initial Inspection – February 17, 2026

COMMENTS: Inspection report provided; corrections required.

Re-Inspection (if required) – March 13, 2026

COMMENTS: Observed corrections from initial report. Execute communicated plan to UL 2034 compliant carbon monoxide detectors by 12/31/2026.

Please note: Roseville City Code requires an annual inspection of all guest rooms, common areas, mechanical rooms, exterior surfaces and entire property. All inspection reports are public data and available for viewing at Roseville City Hall.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Samuel Magureanu, Finance Director
Date: February 24, 2026
Re: Hotel License for Hampton Inn

The Hampton Inn Hotel does not have unpaid utility, taxes, or other city charges as of February 24, 2026. The Finance Department does not object to granting the hotel license for Hampton Inn Hotel.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Police Chief Erika Scheider
Date: February 25, 2026
Re: Hotel License for Hampton Inn

The Roseville Police Department responded to 25 calls to the Hampton Inn during 2025. This was a slight increase compared to 2024. The management of the Hampton Inn has cooperated with the Roseville Police Department during public safety responses and follow-up investigations. Based on the call volume and the cooperation of hotel ownership and management, the Roseville Police Department does not object to the granting of a hotel license for Hampton Inn.

**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 23rd day of March 2026, at 6:00 p.m.

The following members were present:, Schroeder, Groff, Bauer, Strahan, and Mayor Roe. and the following were absent: None.

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

A RESOLUTION APPROVING THE APPLICATION FOR RENEWAL OF A HOTEL
LICENSE FOR HR LLC DOING BUSINESS AS HAMPTON INN ROSEVILLE.

WHEREAS, Minnesota Statute Section 471.585 authorizes a city to require hotels operating within the boundaries of the city to have a valid license issued by the city; and

WHEREAS, the City of Roseville adopted Ordinance Number 1674 (the “Ordinance”) on April 8, 2024 requiring such licenses and establishing certain regulations related to such licenses; and

WHEREAS, HR LLC, doing business as Hampton Inn (the “Applicant”), obtained a license (the “License”) on April 1, 2025 to operate a hotel at 2050 Iona Lane in the City of Roseville (the “Premises”); and

WHEREAS, the Applicant has now applied for renewal of the License; and

WHEREAS, the Ordinance requires that, prior to issuance of any license, all premises where the Hotel is located must comply with all relevant health and safety codes; and

WHEREAS, the City has conducted inspections of the Premises and has now verified that it is in compliance with all relevant health and safety codes;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have a had a repeat nuisance service call fee imposed; and

WHEREAS, the City has determined that there have been no repeat nuisance service call fees imposed against the Owner, Operator, or manager;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have a have had a similar license suspended or revoked by the City or a similar jurisdiction; and

WHEREAS, the City has not discovered a prior license suspension or revocation;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have Interested Person with input into the day-to-day operations of the establishment that has one or more criminal conviction that relate to the licensed activity; and

WHEREAS, the Applicant has provided a list of all Interested Persons for a background investigation, and the City has completed the investigation and it has not revealed any information that would disqualify the Applicant obtaining a license; and

WHEREAS, the Ordinance requires that the Premises may not be delinquent to the City of Roseville, for taxes, assessment, or other financial claims; and

WHEREAS, City staff have verified that the Premises is not delinquent on any taxes, assessments or other charges; and

WHEREAS, on the basis of the above City staff have recommended approval of the application;

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Roseville approves the renewal of the License for HR LLC, doing business as Hampton Inn, 2050 Iona Lane, Roseville, MN;

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

and the following voted against the same: .

WHEREUPON said resolution was declared duly passed and adopted.

79 STATE OF MINNESOTA)
80) SS
81 COUNTY OF RAMSEY)

82
83
84 I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of
85 Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and
86 foregoing extract of minutes of a regular meeting of said City Council held on the 23rd day of,
87 March, 2026 with the original thereof on file in my office.

88
89 WITNESS MY HAND officially as such Manager this 23rd day of March, 2026.

90
91
92
93 SEAL

94
95
96 _____
Patrick J. Trudgeon, City Manager

REQUEST FOR COUNCIL ACTION

Date: 3/23/2026

Item No.: 10.f.

Department Approval

City Manager Approval



Item Description: Approve Renewal of Hotel License for Residence Inn, 2895 Centre
Pointe Drive

Background

On April 8, 2024, the Roseville City Council passed an ordinance creating Chapter 317, which requires all hotels operating in Roseville to obtain a license granted by the City. On December 2, 2024, the Roseville City Council amended the hotel licensing ordinance to change the timing of the annual license period to be effective between April 1 to March 31. Residence Inn received a hotel license on April 1, 2025.

Residence Inn has applied for renewal of its hotel license and has submitted all necessary information to be considered for the granting of a hotel license. All Interested Persons associated with the hotel have passed background checks. The application is included in Attachment 1.

Residence Inn has been inspected by the City's Community Development and Fire Department and has completed all necessary corrections and does not have any outstanding building or fire code issues (Attachment 2).

Residence Inn does not have any outstanding utility bills, taxes, or other charges with the City (Attachment 3).

Residence Inn has had 20 reactive police calls (which excludes proactive visits, community engagement events, and case follow-up) since January 1, 2025 and no overdose deaths at their hotel. The Police Department has reviewed the calls for service and do not have concerns about granting the hotel license (Attachment 4).

Policy Objectives

Strategic Plan Priority Area - Responsive Services and Safety

Goal #1: Take proactive steps to create a safer community through prevention, planning, and early intervention.

Requiring hotels operating in Roseville to meet certain standards and be licensed is consistent with this goal. As part of the annual licensing process, staff conduct inspections to ensure compliance with state building and fire codes and review police service calls associated with the property. This process allows the City to monitor conditions, identify emerging concerns, and work proactively to ensure unsafe and unsanitary conditions are addressed in a timely manner before they become larger safety problems for the neighborhood and the community.

Applicable Success Indicators:

- **Policies and procedures ensure the protection of the community.** The hotel licensing ordinance establishes operational and inspection requirements to ensure hotels operate safely and maintain appropriate conditions.
- **Real-time data and information are utilized to improve operations, response, and customer service.** Staff review recent police calls and operational data related to each property to identify trends and address issues collaboratively with hotel operators.

Progress toward Desired Impact - Community members with a variety of needs feel confident that City services are responsive to ongoing needs, keep everyone safe and secure, and positively impact their quality of life.

Annual hotel licensing is one of the ways the City advances Goal #1. Lodging properties were identified as an area where proactive oversight and collaboration can meaningfully improve safety and neighborhood conditions. The City prioritizes staff resources for inspections, data review, and engagement with operators to identify concerns early and address issues before they escalate.

Equity Impact Summary

Securing the safety and quality of hotel accommodations in Roseville is a fundamental consideration with respect to the hotel licensing ordinance. The equity analysis that was previously conducted indicates potential disparities in public safety concerns, building code issues, and health violations among different hotels, which may have varying impacts on historically underrepresented communities. While the ordinance aims to address regulatory gaps and enforce consistent safety standards, staff recognizes the importance of impartially acknowledging both positive and negative impacts.

Positive impacts include enhanced safety measures, improved quality standards, and potential economic growth resulting from a well-regulated hotel industry. However, staff also acknowledge potential negative impacts, such as financial barriers for smaller hotels and unintended consequences for vulnerable populations, including those experiencing homelessness. The ordinance may inadvertently lead to affordability challenges, impacting low-income individuals seeking temporary lodging. Through ongoing monitoring and data tracking, staff intends to evaluate the ordinance's impact on historically underrepresented communities, ensuring that the decision-making process remains informed, balanced, and responsive to the diverse needs of the community. This approach aligns with Roseville's commitment to fostering a safe, inclusive, and economically vibrant community for all residents.

Budget Implications

Applicants for an annual hotel license pay a \$150 fee to the City.

Staff Recommendations

Staff recommends renewal of the hotel license to Residence Inn, 2895 Centre Pointe Drive, Roseville.

Requested Council Action

Motion to adopt resolution renewing a hotel license to Residence Inn, 2895 Centre Pointe Drive, Roseville.

Prepared by: Patrick Trudgeon, City Manager

Attachments:

1. Residence Inn Application_Redacted
2. Certificate of Inspection_Signed_Residence
3. Finance Hotel License Memo for Marriott Residence Inn
4. Police Department Hotel License Memo Residence Inn
5. Roseville Hotel License Approval Resolution Residence Inn Roseville



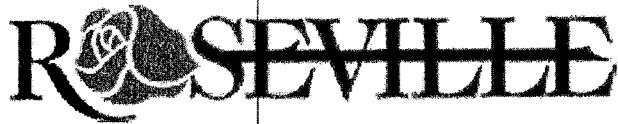
Administration Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
651-792-7023

SELECT ONE: ☐ NEW ☒ RENEWAL

Application Fee \$150 Background Fee \$30/person

check 552357 \$ 210

HOTEL/MOTEL LICENSE APPLICATION		
BUSINESS INFORMATION		
Name of Business: Residence Inn Roseville		
Phone Number: 651-636-0680	# of Guest Rooms: 108	
Hotel/Motel Address: 2985 Centre Pointe Drive		
City: Roseville	State: MN	ZIP Code: 55113
Minnesota Tax ID: 6645402	Federal Employer ID (FEIN): 84-4588611	
General Manager Name: Drew Lynch	Phone: 651-636-0680	
Email: drew.lynch@tpihospitality.com		
CORPORATE INFORMATION		
Corporation/Owner Name: RIRV LLC		
Contact Name: Marlene Kubasch	Phone: 320-235-7207	
Contact: [REDACTED]	Contact E-mail: marlene@tpihospitality.com	
City: [REDACTED]	State: [REDACTED]	ZIP Code: [REDACTED]
OPERATOR/MANAGER INFORMATION		
Name of Hotel/Motel Operator/Manager (local contact): Drew Lynch		
Address: 2985 Centre Pointe Drive	Phone: 651-636-0680	
City: Roseville	State: MN	ZIP Code: 55113
Email: drew.lynch@tpihospitality.com		
DESIGNATED CONTACT INFORMATION		
Authorized person(s) name and contact information to provide official notices under the City of Roseville Hotel Ordinances		
Name: Marlene Kubasch		
Address: [REDACTED]		
Title: Sr Director of Admin/Acct	ZIP code: [REDACTED]	
Phone: 320-235-7207	E-mail: marlene@tpihospitality.com	
SIGNATURES		
I certify that all information provided on this form is true and complete. I understand that any false statements on this form shall be sufficient cause for rejection of my application for a license.		
Applicant printed name: Thomas R Torgerson		
Signature of applicant: [Signature]	Date: 11/13/25	



LISTING OF INTERESTED PERSONS

Under City Code Chapter 317.02C, at the time of a hotel license application, the applicant shall furnish the City with a list of all Interested Persons as defined by Chapter 317 of the Roseville City Code. Interested Persons will be subject to a criminal background check and payment of the investigation fee.

An Interested Person is defined in City Code as follows: All persons who will be on-site managers of the Hotel, are Owners or Operators, or that have an interest of five percent or more in the entity applying for or holding the license.

INTERESTED PERSON #1	
Role: ☒ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____	
Name: Thomas R Torgerson	
Address: [REDACTED]	Phone: 612-747-3770
City: [REDACTED]	ZIP Code: [REDACTED]
Email: tom@tpihospitality.com	

INTERESTED PERSON #2	
Role: ☐ Owner ☐ Operator ☒ On-Site Manager ☐ Other _____	
Name: Drew Lynch	
Address: [REDACTED]	Phone: 612-432-2724
City: [REDACTED]	ZIP Code: [REDACTED]
Email: drew.lynch@tpihospitality.com	

INTERESTED PERSON #3		
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____		
Name:		
Address:	Phone:	
City:	State:	ZIP Code:
Email:		

INTERESTED PERSON #4		
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____		
Name:		
Address:	Phone:	
City:	State:	ZIP Code:
Email:		



Certification of Hotel Inspection

This structure and property have been inspected pursuant to the requirements of City Code Title 3, Chapter 317.02.E (Ordinance 1674).

For the following Hotel:

(Residence Inn by Marriott)

BUILDING ADDRESS: 2985 Centre Pointe Dr N., Roseville, MN

PIN: 052923140023

LICENSING PERIOD: 04/01/2026 – 03/31/2027

MANAGER/OPERATOR: Drew Lynch

OWNER: Rlr LLC

Number of guest rooms: 108

David Englund
David Englund, Building Official

Stefan
Fire Inspector

3/16/2026

Date

3-16-2026
Date

Initial Inspection – February 5, 2026

COMMENTS: Inspection report provided; corrections required.

Re-inspection (if required) – March 13, 2026

COMMENTS: Observed corrections from initial report.

Please note: Roseville City Code requires an annual inspection of all guest rooms, common areas, mechanical rooms, exterior surfaces and entire property. All inspection reports are public data and available for viewing at Roseville City Hall.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Samuel Magureanu, Finance Director
Date: February 24, 2026
Re: Hotel License for Marriott Residence Inn

The Marriott Residence Inn Hotel does not have unpaid utility, taxes, or other city charges as of February 24, 2026. The Finance Department does not object to granting the hotel license for Marriott Residence Inn Hotel.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Police Chief Erika Scheider
Date: February 25, 2026
Re: Hotel License for Residence Inn

The Roseville Police Department responded to 20 calls to the Residence Inn during 2025. This is significantly less calls than the previous year (59). The management of the Residence Inn has cooperated with the Roseville Police Department during public safety responses and follow-up investigations. Based on the call volume and cooperation of hotel ownership and management, the Roseville Police Department does not object to the granting of a hotel license for Residence Inn.

**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 23rd day of March 2026, at 6:00 p.m.

The following members were present:, Schroeder, Groff, Bauer, Strahan, and Mayor Roe. and the following were absent: None.

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

**A RESOLUTION APPROVING THE APPLICATION FOR RENEWAL OF A HOTEL
LICENSE FOR RIRV LLC DOING BUSINESS AS RESIDENCE INN ROSEVILLE.**

WHEREAS, Minnesota Statute Section 471.585 authorizes a city to require hotels operating within the boundaries of the city to have a valid license issued by the city; and

WHEREAS, the City of Roseville adopted Ordinance Number 1674 (the “Ordinance”) on April 8, 2024 requiring such licenses and establishing certain regulations related to such licenses; and

WHEREAS, RIRV LLC doing business as Residence Inn Roseville (the “Applicant”), obtained a license (the “License”) on April 1, 2025 to operate a hotel at 2985 Center Pointe Drive in the City of Roseville (the “Premises”); and

WHEREAS, the Applicant has now applied for renewal of the License; and

WHEREAS, the Ordinance requires that, prior to issuance of any license, all premises where the Hotel is located must comply with all relevant health and safety codes; and

WHEREAS, the City has conducted inspections of the Premises and has now verified that it is in compliance with all relevant health and safety codes;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have a had a repeat nuisance service call fee imposed; and

WHEREAS, the City has determined that there have been no repeat nuisance service call fees imposed against the Owner, Operator, or manager;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have a have had a similar license suspended or revoked by the City or a similar jurisdiction; and

WHEREAS, the City has not discovered a prior license suspension or revocation;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have Interested Person with input into the day-to-day operations of the establishment that has one or more criminal conviction that relate to the licensed activity; and

WHEREAS, the Applicant has provided a list of all Interested Persons for a background investigation, and the City has completed the investigation and it has not revealed any information that would disqualify the Applicant obtaining a license; and

WHEREAS, the Ordinance requires that the Premises may not be delinquent to the City of Roseville, for taxes, assessment, or other financial claims; and

WHEREAS, City staff have verified that the Premises is not delinquent on any taxes, assessments or other charges; and

WHEREAS, on the basis of the above City staff have recommended approval of the application;

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Roseville approves the renewal of the license for RIRV LLC, doing business as Residence Inn Roseville, 2985 Center Pointe Drive Roseville, MN;

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

WHEREUPON said resolution was declared duly passed and adopted.

[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 23rd day of, March, 2026 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 23rd day of March, 2026.

SEAL

Patrick J. Trudgeon, City Manager

REQUEST FOR COUNCIL ACTION

Date: 3/23/2026

Item No.: 10.g.

Department Approval

City Manager Approval



Item Description: Approve Renewal of Hotel License for Home 2 Suites, 2020 Iona Lane

Background

On April 8, 2024, the Roseville City Council passed an ordinance creating Chapter 317, which requires all hotels operating in Roseville to obtain a license granted by the City. On December 2, 2024, the Roseville City Council amended the hotel licensing ordinance to change the timing of the annual license period to be effective between April 1 to March 31. Home 2 Suites received a hotel license on April 1, 2025.

Home 2 Suites has applied for a renewal of its hotel license and has submitted all necessary information to be considered for the granting of a hotel license. All Interested Persons associated with the hotel have passed background checks. The application is included as Attachment 1.

Home 2 Suites has been inspected by the City's Community Development and Fire Department and has completed all necessary corrections and does not have any outstanding building or fire code issues. (Attachment 2)

Home 2 Suites does not have any outstanding utility bills, taxes, or other charges with the City (Attachment 3).

Home 2 Suites has had 35 reactive police calls (which excludes proactive visits, community engagement events, and case follow-up) in 2025 and no overdose deaths at their hotel. The Police Department has reviewed the calls for service and do not have concerns about granting the hotel license (Attachment 4).

Policy Objectives

Strategic Plan Priority Area - Responsive Services and Safety

Goal #1: Take proactive steps to create a safer community through prevention, planning, and early intervention.

Requiring hotels operating in Roseville to meet certain standards and be licensed is consistent with this goal. As part of the annual licensing process, staff conduct inspections to ensure compliance with state building and fire codes and review police service calls associated with the property. This process allows the City to monitor conditions, identify emerging concerns, and work proactively to ensure unsafe and unsanitary conditions are addressed in a timely manner before they become larger safety problems for the neighborhood and the community.

Applicable Success Indicators:

- **Policies and procedures ensure the protection of the community.** The hotel licensing ordinance establishes operational and inspection requirements to ensure hotels operate safely and maintain appropriate conditions.

- **Real-time data and information are utilized to improve operations, response, and customer service.** Staff review recent police calls and operational data related to each property to identify trends and address issues collaboratively with hotel operators.

Progress toward Desired Impact - Community members with a variety of needs feel confident that City services are responsive to ongoing needs, keep everyone safe and secure, and positively impact their quality of life.

Annual hotel licensing is one of the ways the City advances Goal #1. Lodging properties were identified as an area where proactive oversight and collaboration can meaningfully improve safety and neighborhood conditions. The City prioritizes staff resources for inspections, data review, and engagement with operators to identify concerns early and address issues before they escalate.

Equity Impact Summary

Securing the safety and quality of hotel accommodations in Roseville is a fundamental consideration with respect to the hotel licensing ordinance. The equity analysis that was previously conducted indicates potential disparities in public safety concerns, building code issues, and health violations among different hotels, which may have varying impacts on historically underrepresented communities. While the ordinance aims to address regulatory gaps and enforce consistent safety standards, staff recognizes the importance of impartially acknowledging both positive and negative impacts.

Positive impacts include enhanced safety measures, improved quality standards, and potential economic growth resulting from a well-regulated hotel industry. However, staff also acknowledge potential negative impacts, such as financial barriers for smaller hotels and unintended consequences for vulnerable populations, including those experiencing homelessness. The ordinance may inadvertently lead to affordability challenges, impacting low-income individuals seeking temporary lodging. Through ongoing monitoring and data tracking, staff intends to evaluate the ordinance's impact on historically underrepresented communities, ensuring that the decision-making process remains informed, balanced, and responsive to the diverse needs of the community. This approach aligns with Roseville's commitment to fostering a safe, inclusive, and economically vibrant community for all residents.

Budget Implications

Applicants for an annual hotel license pay a \$150 fee to the City.

Staff Recommendations

Staff recommends renewal of the hotel license to Home 2 Suites, 2020 Iona Lane, Roseville.

Requested Council Action

Motion to adopt resolution renewing a hotel license to Home 2 Suites, 2020 Iona Lane, Roseville.

Prepared by: Patrick Trudgeon, City Manager

Attachments:

1. Home 2 Suites Application_Redacted
2. Certificate of Inspection_Signed_Home2
3. Finance Hotel License Memo for Home 2 Suites
4. Police Department Hotel License Memo Home 2 Suites
5. Roseville Hotel License Approval Resolution Home 2 Suites



Administration Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
651-792-7023

SELECT ONE: ☐ NEW ☒ RENEWAL

Application Fee \$150 Background Fee \$30/person

Check 445180 \$240

HOTEL/MOTEL LICENSE APPLICATION		
BUSINESS INFORMATION		
Name of Business: Home 2 Roseville		
Phone Number: 651-925-8600	# of Guest Rooms: 102	
Hotel/Motel Address: 2020 Iona Lane West		
City: Roseville	State: MN	ZIP Code: 55113
Minnesota Tax ID: 2740619	Federal Employer ID (FEIN): 46-1078232	
General Manager Name: Tammy Hillyard	Phone: 651-925-8600	
Email: tammy.hillyard@tpihospitality.com		
CORPORATE INFORMATION		
Corporation/Owner Name: HR LLC		
Contact Name: Marlene Kubasch	Phone: 320-235-7207	
Contact Address: [REDACTED]	Contact E-mail: marlene@tpihospitality.com	
City: [REDACTED]		
OPERATOR/MANAGER INFORMATION		
Name of Hotel/Motel Operator/Manager (local contact): Tammy Hillyard		
Address: 2020 Iona Lane West	Phone: 651-925-8600	
City: Roseville	State: MN	ZIP Code: 55113
Email: tammy.hillyard@tpihospitality.com		
DESIGNATED CONTACT INFORMATION		
Authorized person(s) name and contact information to provide official notices under the City of Roseville Hotel Ordinances		
Name: Marlene Kubasch		
Address: [REDACTED]		
Title: Sr Director of Admin/Acct	ZIP code: [REDACTED]	
Phone: 320-235-7207	E-mail: marlene@tpihospitality.com	
SIGNATURES		
I certify that all information provided on this form is true and complete. I understand that any false statements on this form shall be sufficient cause for rejection of my application for a license.		
Applicant printed name: Thomas R Torgerson		
Signature of applicant: [Signature]	Date: 11/13/25	



LISTING OF INTERESTED PERSONS

Under City Code Chapter 317.02C, at the time of a hotel license application, the applicant shall furnish the City with a list of all Interested Persons as defined by Chapter 317 of the Roseville City Code. Interested Persons will be subject to a criminal background check and payment of the investigation fee.

An Interested Person is defined in City Code as follows: All persons who will be on-site managers of the Hotel, are Owners or Operators, or that have an interest of five percent or more in the entity applying for or holding the license.

INTERESTED PERSON #1	
Role: ☒ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____	
Name: Thomas R Torgerson	
Address: [REDACTED]	Phone: 612-747-3770
City: [REDACTED]	ZIP Code: [REDACTED]
Email: tom@tpihospitality.com	

INTERESTED PERSON #2	
Role: ☐ Owner ☐ Operator ☒ On-Site Manager ☐ Other _____	
Name: Tammy Hillyard	
Address: [REDACTED]	Phone: 612-408-9279
City: [REDACTED]	ZIP Code: [REDACTED]
Email: tammy.hillyard@tpihospitality.com	

INTERESTED PERSON #3	
Role: ☐ Owner ☐ Operator ☒ On-Site Manager ☐ Other _____	
Name: Brittany Stoika	
Address: [REDACTED]	Phone: 612-450-8071
City: [REDACTED]	ZIP Code: [REDACTED]
Email: brittany.stoika@tpihospitality.com	

INTERESTED PERSON #4	
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____	
Name:	
Address:	Phone:
City:	State:
ZIP Code:	
Email:	



Certification of Hotel Inspection

This structure and property have been inspected pursuant to the requirements of City Code Title 3, Chapter 317.02.E (Ordinance 1674).

For the following Hotel:

(Home2 Suites)

BUILDING ADDRESS: 2020 Iona Ln., Roseville, MN

PIN: 042923330033

LICENSING PERIOD: 04/01/2026 – 03/31/2027

MANAGER/OPERATOR: Brittany Stolka

OWNER: Hr LLC

Number of guest rooms: 102

David Englund

David Englund, Building Official

3/16/2026

Date

Stolka

Fire Inspector

3-16-2026

Date

Initial Inspection – February 18, 2026

COMMENTS: Inspection report provided; corrections required.

Re-inspection (if required) – March 13, 2026

COMMENTS: Observed corrections from initial report. Execute communicated plan to install UL 2034 compliant carbon monoxide detectors in guest rooms by 12/31/2026. Continue to secure dishwasher discharge lines in a high loop at guest room dishwashers.

Please note: Roseville City Code requires an annual inspection of all guest rooms, common areas, mechanical rooms, exterior surfaces and entire property. All inspection reports are public data and available for viewing at Roseville City Hall.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Samuel Magureanu, Finance Director
Date: February 24, 2026
Re: Hotel License for Home 2 Suites

The Home 2 Suites Hotel does not have unpaid utility, taxes, or other city charges as of February 24, 2026. The Finance Department does not object to granting the hotel license for Home 2 Suites Hotel.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Police Chief Erika Scheider
Date: February 25, 2026
Re: Hotel License for Home 2 Suites

The Roseville Police Department has responded to 35 calls to the Home 2 Suites in 2025. This is similar to their calls from 2024. The management of Home 2 Suites has cooperated with the Roseville Police Department during public safety responses and follow-up investigations. Based on the call volume and cooperation of hotel ownership and management, the Roseville Police Department does not object to the granting of a hotel license for Home to Suites.

**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 23rd day of March 2026, at 6:00 p.m.

The following members were present:, Schroeder, Groff, Bauer, Strahan, and Mayor Roe. and the following were absent: None.

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

**A RESOLUTION APPROVING THE APPLICATION FOR RENEWAL OF A HOTEL
LICENSE FOR HR LLC DOING BUSINESS AS HOME 2 SUITES ROSEVILLE.**

WHEREAS, Minnesota Statute Section 471.585 authorizes a city to require hotels operating within the boundaries of the city to have a valid license issued by the city; and

WHEREAS, the City of Roseville adopted Ordinance Number 1674 (the “Ordinance”) on April 8, 2024 requiring such licenses and establishing certain regulations related to such licenses; and

WHEREAS, HR LLC doing business as Home 2 Suites (the “Applicant”), has obtained a license (the “License”) on April 1, 2025 to operate a hotel at 2020 Iona Lane in the City of Roseville (the “Premises”); and

WHEREAS, the Applicant has now applied for renewal of the License; and

WHEREAS, the Ordinance requires that, prior to issuance of any license, all premises where the Hotel is located must comply with all relevant health and safety codes; and

WHEREAS, the City has conducted inspections of the Premises and has now verified that it is in compliance with all relevant health and safety codes;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have a had a repeat nuisance service call fee imposed; and

WHEREAS, the City has determined that there have been no repeat nuisance service call fees imposed against the Owner, Operator, or manager;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have a have had a similar license suspended or revoked by the City or a similar jurisdiction; and

WHEREAS, the City has not discovered a prior license suspension or revocation;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have Interested Person with input into the day-to-day operations of the establishment that has one or more criminal conviction that relate to the licensed activity; and

WHEREAS, the Applicant has provided a list of all Interested Persons for a background investigation, and the City has completed the investigation and it has not revealed any information that would disqualify the Applicant obtaining a license; and

WHEREAS, the Ordinance requires that the Premises may not be delinquent to the City of Roseville, for taxes, assessment, or other financial claims; and

WHEREAS, City staff have verified that the Premises is not delinquent on any taxes, assessments or other charges; and

WHEREAS, on the basis of the above City staff have recommended approval of the application;

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Roseville approves the renewal of the License for HR LLC, doing business as Home 2 Suites, 2020 Iona Lane, Roseville, MN;

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

and the following voted against the same: .

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) SS
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 23rd day of March, 2026 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 23rd day of March, 2026.

SEAL

Patrick J. Trudgeon, City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/23/2026

Item No.: 10.h.

Department Approval

City Manager Approval



Item Description: Approve Renewal of Hotel License for Country Inn and Suites, 2740 Snelling Ave.

Background

On April 8, 2024, the Roseville City Council passed an ordinance creating Chapter 317, which requires all hotels operating in Roseville to obtain a license granted by the City. On December 2, 2024, the Roseville City Council amended the hotel licensing ordinance to change the timing of the annual license period to be effective between April 1 to March 31. The Country Inn and Suites received a hotel license on April 1, 2025.

Country Inn and Suites has applied for a renewal of its hotel license and has submitted all necessary information to be considered for the granting of a hotel license. All Interested Persons associated with the hotel have passed background checks. The application is included in Attachment 1.

Country Inn and Suites has been inspected by the City's Community Development and Fire Department and has completed all necessary corrections and does not have any outstanding building or fire code issues (Attachment 2).

Country Inn and Suites does not have any outstanding utility bills, taxes, or other charges with the City (Attachment 3).

Country Inn and Suites has had 26 reactive police calls (which excludes proactive visits, community engagement events, and case follow-up) in 2025 and no overdose deaths at their hotel. The Police Department has reviewed the calls for service and do not have concerns about granting the hotel license (Attachment 4).

Policy Objectives

Strategic Plan Priority Area - Responsive Services and Safety

Goal #1: Take proactive steps to create a safer community through prevention, planning, and early intervention.

Requiring hotels operating in Roseville to meet certain standards and be licensed is consistent with this goal. As part of the annual licensing process, staff conduct inspections to ensure compliance with state building and fire codes and review police service calls associated with the property. This process allows the City to monitor conditions, identify emerging concerns, and work proactively to ensure unsafe and unsanitary conditions are addressed in a timely manner before they become larger safety problems for the neighborhood and the community.

Applicable Success Indicators:

- **Policies and procedures ensure the protection of the community.** The hotel licensing ordinance establishes operational and inspection requirements to ensure hotels operate safely and maintain appropriate conditions.
- **Real-time data and information are utilized to improve operations, response, and customer service.** Staff review recent police calls and operational data related to each property to identify trends and address issues collaboratively with hotel operators.

Progress toward Desired Impact - Community members with a variety of needs feel confident that City services are responsive to ongoing needs, keep everyone safe and secure, and positively impact their quality of life.

Annual hotel licensing is one of the ways the City advances Goal #1. Lodging properties were identified as an area where proactive oversight and collaboration can meaningfully improve safety and neighborhood conditions. The City prioritizes staff resources for inspections, data review, and engagement with operators to identify concerns early and address issues before they escalate.

Equity Impact Summary

Securing the safety and quality of hotel accommodations in Roseville is a fundamental consideration with respect to the hotel licensing ordinance. The equity analysis that was previously conducted indicates potential disparities in public safety concerns, building code issues, and health violations among different hotels, which may have varying impacts on historically underrepresented communities. While the ordinance aims to address regulatory gaps and enforce consistent safety standards, staff recognizes the importance of impartially acknowledging both positive and negative impacts.

Positive impacts include enhanced safety measures, improved quality standards, and potential economic growth resulting from a well-regulated hotel industry. However, staff also acknowledge potential negative impacts, such as financial barriers for smaller hotels and unintended consequences for vulnerable populations, including those experiencing homelessness. The ordinance may inadvertently lead to affordability challenges, impacting low-income individuals seeking temporary lodging. Through ongoing monitoring and data tracking, staff intends to evaluate the ordinance's impact on historically underrepresented communities, ensuring that the decision-making process remains informed, balanced, and responsive to the diverse needs of the community. This approach aligns with Roseville's commitment to fostering a safe, inclusive, and economically vibrant community for all residents.

Budget Implications

Applicants for an annual hotel license pay a \$150 fee to the City.

Staff Recommendations

Staff recommends renewal of the hotel license to Country Inn and Suites, 2740 Snelling Ave., Roseville.

Requested Council Action

Motion to adopt resolution renewing a hotel license to Country Inn and Suites, 2740 Snelling Ave., Roseville.

Prepared by: Patrick Trudgeon, City Manager

Attachments:

1. Country Inn & Suites Application_Redacted
2. Certificate of Inspection_Signed_Country Inn
3. Finance Hotel License Memo for Country Inn & Suites
4. Police Department Hotel License Memo Country Inn & Suites
5. Roseville Hotel License Approval Resolution Country Inn and Suites Roseville



Administration Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
651-792-7023

SELECT ONE: ☐ NEW ☒ RENEWAL

Application Fee \$150 Background Fee \$30/person

check 002582 \$210

HOTEL/MOTEL LICENSE APPLICATION			
BUSINESS INFORMATION			
Name of Business: COUNTRY INN & SUITES ROSEVILLE			
Phone Number: 651-628-3500		# of Guest Rooms: 91	
Hotel/Motel Address: 2740 SNELLING AVE N.			
City: ROSEVILLE		State: MN	ZIP Code: 55113
Minnesota Tax ID: 3492724		Federal Employer ID (FEIN): 46-2447885	
General Manager Name: KATHRYN HUSTON		Phone: 612-431-4232	
Email: khuston@sandcompanies.com			
CORPORATE INFORMATION			
Corporation/Owner Name: ROSEVILLE HOSPITALITY LLC			
Contact Name: SCOTT KRAUSE		Phone: 320-202-3100	
Contact Address: [REDACTED]		Contact E-mail: sakrause@sandcompanies.com	
City: [REDACTED]	State: [REDACTED]	ZIP Code: [REDACTED]	
OPERATOR/MANAGER INFORMATION			
Name of Hotel/Motel Operator/Manager (local contact):			
Address:		Phone:	
City:	State:	ZIP Code:	
Email:			
DESIGNATED CONTACT INFORMATION			
Authorized person(s) name and contact information to provide official notices under the City of Roseville Hotel Ordinances			
Name:			
Address:		City:	State:
Title:		ZIP code:	
Phone:		E-mail:	
SIGNATURES			
I certify that all information provided on this form is true and complete. I understand that any false statements on this form shall be sufficient cause for rejection of my application for a license.			
Applicant printed name: KATHRYN HUSTON			
Signature of applicant: Kathryn Huston		Date: 11/07/2025	



LISTING OF INTERESTED PERSONS

Under City Code Chapter 317.02C, at the time of a hotel license application, the applicant shall furnish the City with a list of all Interested Persons as defined by Chapter 317 of the Roseville City Code. Interested Persons will be subject to a criminal background check and payment of the investigation fee.

An Interested Person is defined in City Code as follows: All persons who will be on-site managers of the Hotel, are Owners or Operators, or that have an interest of five percent or more in the entity applying for or holding the license.

INTERESTED PERSON #1			
Role: ☐ Owner ☐ Operator ☒ On-Site Manager ☐ Other _____			
Name: KATHRYN L. HUSTON			
Address: [REDACTED]		Phone: 651-431-4232	
City: [REDACTED]		ZIP Code: [REDACTED]	
Email: klhuston@sandcompanies.com			

INTERESTED PERSON #2			
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____			
Name:			
Address:		Phone:	
City:	State:	ZIP Code:	
Email:			

INTERESTED PERSON #3			
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____			
Name:			
Address:		Phone:	
City:	State:	ZIP Code:	
Email:			

INTERESTED PERSON #4			
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____			
Name:			
Address:		Phone:	
City:	State:	ZIP Code:	
Email:			



LISTING OF INTERESTED PERSONS

Under City Code Chapter 317.02C, at the time of a hotel license application, the applicant shall furnish the City with a list of all Interested Persons as defined by Chapter 317 of the Roseville City Code. Interested Persons will be subject to a criminal background check and payment of the investigation fee.

An Interested Person is defined in City Code as follows: All persons who will be on-site managers of the Hotel, are Owners or Operators, or that have an interest of five percent or more in the entity applying for or holding the license.

INTERESTED PERSON #1		
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____		
Name:		
Address:		Phone:
City:	State:	ZIP Code:
Email:		

INTERESTED PERSON #2		
Role: ☐ Owner ☒ Operator ☐ On-Site Manager ☐ Other _____		
Name: <i>Scott Krause</i>		
Address: [REDACTED]		Phone: <i>320-202-3100</i>
City: [REDACTED]		ZIP Code: [REDACTED]
Email: <i>SKKrause@Sandcompanies.com</i>		

INTERESTED PERSON #3		
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____		
Name:		
Address:		Phone:
City:	State:	ZIP Code:
Email:		

INTERESTED PERSON #4		
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____		
Name:		
Address:		Phone:
City:	State:	ZIP Code:
Email:		



Certification of Hotel Inspection

This structure and property have been inspected pursuant to the requirements of City Code Title 3, Chapter 317.02.E (Ordinance 1674).

For the following Hotel:

(Country Inn & Suites)

BUILDING ADDRESS: 2740 Snelling Ave N., Roseville, MN

PIN: 032923330012

LICENSING PERIOD: 04/01/2026 – 03/31/2027

MANAGER/OPERATOR: Kathy Huston

OWNER: Roseville Hospitality

Number of guest rooms: 91

David Englund
David Englund, Building Official

3/16/2026
Date

Stall
Fire Inspector

3-16-2026
Date

Initial Inspection – February 10, 2026

COMMENTS: inspection report provided; corrections required.

Re-inspection (if required) – March 13, 2026

COMMENTS: Observed corrections from Initial report.

Please note: Roseville City Code requires an annual inspection of all guest rooms, common areas, mechanical rooms, exterior surfaces and entire property. All inspection reports are public data and available for viewing at Roseville City Hall.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Samuel Magureanu, Finance Director
Date: February 24, 2026
Re: Hotel License for Country Inn & Suites

The Country Inn & Suites Hotel does not have unpaid utility, taxes, or other city charges as of February 24, 2026. The Finance Department does not object granting of the hotel license for Country Inn & Suites Hotel.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Police Chief Erika Scheider
Date: March 17, 2026
Re: Hotel License for Country Inn & Suites

The Roseville Police Department responded to 26 calls to the Country Inn & Suites in 2025. This was a decrease in calls from the previous year. Management of the Country Inn has cooperated with the Roseville Police Department during public safety responses and follow-up investigations. Based on the call volume and cooperation of hotel ownership and management, the Roseville Police Department does not object to the granting of a hotel license for Country Inn & Suites.

**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 3rd day of March 2025, at 6:00 p.m.

The following members were present:, Schroeder, Groff, Bauer, Strahan, and Mayor Roe. and the following were absent: None.

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

A RESOLUTION APPROVING THE APPLICATION FOR RENEWAL OF A HOTEL
LICENSE FOR ROSEVILLE HOSPITALITY LLC DOING BUSINESS AS COUNTRY INN
AND SUITES ROSEVILLE.

WHEREAS, Minnesota Statute Section 471.585 authorizes a city to require hotels operating within the boundaries of the city to have a valid license issued by the city; and

WHEREAS, the City of Roseville adopted Ordinance Number 1674 (the “Ordinance”) on April 8, 2024 requiring such licenses and establishing certain regulations related to such licenses; and

WHEREAS, Roseville Hospitality LLC doing business as Country Inn and Suites Roseville (the “Applicant”), obtained a license (the “License”) on April 1, 2025 to operate a hotel at 2740 Snelling Ave. in the City of Roseville (the “Premises”); and

WHEREAS, the Applicant has now applied for renewal of the License; and

WHEREAS, the Ordinance requires that, prior to issuance of any license, all premises where the Hotel is located must comply with all relevant health and safety codes; and

WHEREAS, the City has conducted inspections of the Premises and has now verified that it is in compliance with all relevant health and safety codes;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have a had a repeat nuisance service call fee imposed; and

WHEREAS, the City has determined that there have been no repeat nuisance service call fees imposed against the Owner, Operator, or manager;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have a have had a similar license suspended or revoked by the City or a similar jurisdiction; and

WHEREAS, the City has not discovered a prior license suspension or revocation;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have Interested Person with input into the day-to-day operations of the establishment that has one or more criminal conviction that relate to the licensed activity; and

WHEREAS, the Applicant has provided a list of all Interested Persons for a background investigation, and the City has completed the investigation and it has not revealed any information that would disqualify the Applicant obtaining a license; and

WHEREAS, the Ordinance requires that the Premises may not be delinquent to the City of Roseville, for taxes, assessment, or other financial claims; and

WHEREAS, City staff have verified that the Premises is not delinquent on any taxes, assessments or other charges; and

WHEREAS, on the basis of the above City staff have recommended approval of the application;

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Roseville approves the renewal of the License for Roseville Hospitality LLC, doing business as Country Inn and Suites Roseville, 2740 Snelling Ave. Roseville, MN;

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

and the following voted against the same: .

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) SS
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 23rd day of March, 2026 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 23rd day of March, 2026

SEAL

Patrick J. Trudgeon, City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/23/2026

Item No.: 10.i.

Department Approval

City Manager Approval



Item Description: Approve Renewal of Hotel License for DoubleTree by Hilton Hotel, 2540 Cleveland Ave.

Background

On April 8, 2024, the Roseville City Council passed an ordinance creating Chapter 317, which requires all hotels operating in Roseville to obtain a license granted by the City. On December 2, 2024, the Roseville City Council amended the hotel licensing ordinance to change the timing of the annual license period to be effective between April 1 to March 31. DoubleTree by Hilton received a hotel license on April 1, 2025.

DoubleTree by Hilton has applied for renewal of its hotel license and has submitted all necessary information to be considered for the granting of a hotel license. All Interested Persons associated with the hotel have passed background checks. The application is included as Attachment 1.

DoubleTree by Hilton by Marriott has been inspected by the City's Community Development and Fire Department and has completed all necessary corrections and does not have any outstanding building or fire code issues. (Attachment 2)

DoubleTree by Hilton does not have any outstanding utility bills, taxes, or other charges with the City (Attachment 3).

DoubleTree by Hilton has had 53 reactive police calls (which excludes proactive visits, community engagement events, and case follow-up) in 2025 and no overdose deaths at their hotel. The Police Department has reviewed the calls for service and do not have concerns about granting the hotel license (Attachment 4).

Policy Objectives

Strategic Plan Priority Area - Responsive Services and Safety

Goal #1: Take proactive steps to create a safer community through prevention, planning, and early intervention.

Requiring hotels operating in Roseville to meet certain standards and be licensed is consistent with this goal. As part of the annual licensing process, staff conduct inspections to ensure compliance with state building and fire codes and review police service calls associated with the property. This process allows the City to monitor conditions, identify emerging concerns, and work proactively to ensure unsafe and unsanitary conditions are addressed in a timely manner before they become larger safety problems for the neighborhood and the community.

Applicable Success Indicators:

- **Policies and procedures ensure the protection of the community.** The hotel licensing ordinance establishes operational and inspection requirements to ensure hotels operate safely and maintain appropriate conditions.
- **Real-time data and information are utilized to improve operations, response, and customer service.** Staff review recent police calls and operational data related to each property to identify trends and address issues collaboratively with hotel operators.

Progress toward Desired Impact - Community members with a variety of needs feel confident that City services are responsive to ongoing needs, keep everyone safe and secure, and positively impact their quality of life.

Annual hotel licensing is one of the ways the City advances Goal #1. Lodging properties were identified as an area where proactive oversight and collaboration can meaningfully improve safety and neighborhood conditions. The City prioritizes staff resources for inspections, data review, and engagement with operators to identify concerns early and address issues before they escalate.

Equity Impact Summary

Securing the safety and quality of hotel accommodations in Roseville is a fundamental consideration with respect to the hotel licensing ordinance. The equity analysis that was previously conducted indicates potential disparities in public safety concerns, building code issues, and health violations among different hotels, which may have varying impacts on historically underrepresented communities. While the ordinance aims to address regulatory gaps and enforce consistent safety standards, staff recognizes the importance of impartially acknowledging both positive and negative impacts.

Positive impacts include enhanced safety measures, improved quality standards, and potential economic growth resulting from a well-regulated hotel industry. However, staff also acknowledge potential negative impacts, such as financial barriers for smaller hotels and unintended consequences for vulnerable populations, including those experiencing homelessness. The ordinance may inadvertently lead to affordability challenges, impacting low-income individuals seeking temporary lodging. Through ongoing monitoring and data tracking, staff intends to evaluate the ordinance's impact on historically underrepresented communities, ensuring that the decision-making process remains informed, balanced, and responsive to the diverse needs of the community. This approach aligns with Roseville's commitment to fostering a safe, inclusive, and economically vibrant community for all residents.

Budget Implications

Applicants for an annual hotel license pay a \$150 fee to the City.

Staff Recommendations

Staff recommends renewal of the hotel license to DoubleTree by Hilton located at 2540 Cleveland Ave. Roseville.

Requested Council Action

Motion to approve a resolution renewing the hotel license to DoubleTree by Hilton located at 2540 Cleveland Ave. Roseville.

Prepared by: Patrick Trudgeon, City Manager

Attachments:

1. DoubleTree Application_Redacted
2. Certificate of Inspection_Signed_Doubletree
3. Finance Hotel License Memo for Double Tree by Hilton
4. Police Department Hotel License Memo Double Tree
5. Roseville Hotel License Approval Resolution DoubleTree by Hilton



Administration Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
651-792-7023

SELECT ONE: ☐ NEW ☒ RENEWAL

Application Fee \$150

Background Fee \$30/person

HOTEL/MOTEL LICENSE APPLICATION		
BUSINESS INFORMATION		
Name of Business: DoubleTree by Hilton		
Phone Number: 651-636-4567	# of Guest Rooms: 254	
Hotel/Motel Address: 2540 Cleveland Avenue		
City: Roseville	State: MN	ZIP Code: 55113
Minnesota Tax ID: 7543153	Federal Employer ID (FEIN): 76-0768508	
General Manager Name: Joshua Cobb	Phone: 651-367-3904	
Email: joshua.cobb2@hilton.com		
CORPORATE INFORMATION		
Corporation/Owner Name: Nath Roseville Midwest Lodging		
Contact Name: Dave Walia	Phone: 612-306-7777	
Contact Address: 900 American Blvd. E Ste. 300	Contact E-mail: dswalia@nathcompanies.com	
City: Bloomington	State: MN	ZIP Code: 55420
OPERATOR/MANAGER INFORMATION		
Name of Hotel/Motel Operator/Manager (local contact): Scott Henning		
Address: 2540 Cleveland Avenue		Phone: [REDACTED]
City: Roseville	State: MN	ZIP Code: 55113
Email: shenning@nathcompanies.com		
DESIGNATED CONTACT INFORMATION		
Authorized person(s) name and contact information to provide official notices under the City of Roseville Hotel Ordinances		
Name: Joshua Cobb		
Address: 2540 Cleveland Avenue	City: Roseville	State: MN
Title: General Manager	ZIP code: 55113	
Phone: 651-367-3904	E-mail: joshua.cobb2@hilton.com	
SIGNATURES		
I certify that all information provided on this form is true and complete. I understand that any false statements on this form shall be sufficient cause for rejection of my application for a license.		
Applicant printed name: Dave Walia		
Signature of applicant:		Date: 12/11/2025



LISTING OF INTERESTED PERSONS

Under City Code Chapter 317.02C, at the time of a hotel license application, the applicant shall furnish the City with a list of all Interested Persons as defined by Chapter 317 of the Roseville City Code. Interested Persons will be subject to a criminal background check and payment of the investigation fee.

An Interested Person is defined in City Code as follows: All persons who will be on-site managers of the Hotel, are Owners or Operators, or that have an interest of five percent or more in the entity applying for or holding the license.

INTERESTED PERSON #1	
Role: ☒ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____	
Name: Mahendra Nath	
Add: [REDACTED]	Phone: 612-578-8888
City: [REDACTED]	ZIP Code: [REDACTED]
Email: mnath@nathcompanies.com	

INTERESTED PERSON #2	
Role: ☒ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____	
Name: Asha Nath	
Add: [REDACTED]	Phone: 612-310-6666
City: [REDACTED] State: MN	ZIP Code: [REDACTED]
Email: anath@nathcompanies.com	

INTERESTED PERSON #3	
Role: ☒ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____	
Name: Shalini Nath-Walia	
Add: [REDACTED]	Phone: 612-306-3333
City: [REDACTED]	ZIP Code: [REDACTED]
Email: shalini@nathcompanies.com	

INTERESTED PERSON #4	
Role: ☒ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____	
Name: Dave Walia	
Add: [REDACTED]	Phone: 612-306-7777
City: [REDACTED]	ZIP Code: [REDACTED]
Email: dswalia@nathcompanies.com	



INTERESTED PERSON #5	
Role: ☒ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____	
Name: Deepak Nath	
Add: [REDACTED]	Phone: 612-306-6666
City: [REDACTED]	ZIP Code: [REDACTED]
Email: dnath@nathcompanies.com	

INTERESTED PERSON #6	
Role: ☐ Owner ☐ Operator ☒ On-Site Manager ☐ Other _____	
Name: Joshua Cobb	
Add: [REDACTED]	Phone: 612-209-6339
City: [REDACTED]	ZIP Code: [REDACTED]
Email: joshua.cobb2@hilton.com	

INTERESTED PERSON #7	
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☒ Other VP of Hotel Operations	
Name: Scott Henning	
Add: [REDACTED]	Phone: 651-592-4148
City: [REDACTED]	ZIP Code: [REDACTED]
Email: shenning@nathcompanies.com	

INTERESTED PERSON #8	
Role: ☒ Owner ☐ On-Site Manager ☐ Other _____	
☐ Operator Name: Sara Nath	
Address: [REDACTED] Phone: 612-251-7375	
City: [REDACTED] State: [REDACTED]	ZIP Code: [REDACTED]
Email: snath@nathcompanies.com	

INTERESTED PERSON #9	
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____	
Name:	
Address:	
City:	State:
ZIP Code:	
Email:	



Certification of Hotel Inspection

This structure and property have been inspected pursuant to the requirements of City Code Title 3, Chapter 317.02.E (Ordinance 1674).

For the following Hotel:

(Doubletree by Hilton)

BUILDING ADDRESS: 2540 Cleveland Ave., Roseville, MN

PIN: 092923220017

LICENSING PERIOD: 04/01/2026 – 03/31/2027

MANAGER/OPERATOR: Josh Cobb

OWNER: Nath Roseville Midwest Lodging Llc

Number of guest rooms: 250

David Englund
David Englund, Building Official

3/17/2026
Date

Steve Erickson
Fire Inspector

3/17/2026
Date

Initial Inspection – February 23, 2026

COMMENTS: Inspection report provided; corrections required.

Re-inspection (if required) – March 17, 2026

COMMENTS: Observed corrections from initial report. Continue to find and repair Cat5/6 penetrations under Building Permit #B25-0116.

Please note: Roseville City Code requires an annual inspection of all guest rooms, common areas, mechanical rooms, exterior surfaces and entire property. All inspection reports are public data and available for viewing at Roseville City Hall.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Samuel Magureanu, Finance Director
Date: February 24, 2026
Re: Hotel License for Double Tree by Hilton

The Double Tree by Hilton Hotel does not have unpaid utility, taxes, or other city charges as of February 24, 2026. The Finance Department does not object to granting the hotel license for Double Tree by Hilton Hotel.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Police Chief Erika Scheider
Date: February 25, 2026
Re: Hotel License for Double Tree Hotel

The Roseville Police Department responded to 53 calls to the Double Tree Hotel in 2025. This was a decrease in calls from the previous year. The management of the Double Tree has cooperated with the Roseville Police Department during public safety responses and follow-up investigations. Based on the call volume and cooperation of hotel ownership and management, the Roseville Police Department does not object to the granting of a hotel license for Double Tree Hotel.

**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 23rd day of March 2026, at 6:00 p.m.

The following members were present:, Schroeder, Groff, Bauer, Strahan, and Mayor Roe. and the following were absent: None.

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

A RESOLUTION APPROVING THE APPLICATION FOR RENEWAL OF A HOTEL
LICENSE FOR NATH ROSEVILLE MIDWEST LODGING LLC DOING BUSINESS AS
DOUBLETREE BY HILTON.

WHEREAS, Minnesota Statute Section 471.585 authorizes a city to require hotels operating within the boundaries of the city to have a valid license issued by the city; and

WHEREAS, the City of Roseville adopted Ordinance Number 1674 (the “Ordinance”) on April 8, 2024 requiring such licenses and establishing certain regulations related to such licenses; and

WHEREAS, Nath Roseville Midwest Lodging doing business as DoubleTree by Hilton (the “Applicant”), obtained a license (the “License”) on April 1, 2025 to operate a hotel at 2540 Cleveland Ave. in the City of Roseville (the “Premises”); and

WHEREAS, the Applicant has now applied for renewal of the License; and

WHEREAS, the Ordinance requires that, prior to issuance of any license, all premises where the Hotel is located must comply with all relevant health and safety codes; and

WHEREAS, the City has conducted inspections of the Premises and has now verified that it is in compliance with all relevant health and safety codes;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have had a repeat nuisance service call fee imposed; and

WHEREAS, the City has determined that there have been no repeat nuisance service call fees imposed against the Owner, Operator, or manager;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have had a similar license suspended or revoked by the City or a similar jurisdiction; and

WHEREAS, the City has not discovered a prior license suspension or revocation;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have an Interested Person with input into the day-to-day operations of the establishment that has one or more criminal conviction that relate to the licensed activity; and

WHEREAS, the Applicant has provided a list of all Interested Persons for a background investigation, and the City has completed the investigation and it has not revealed any information that would disqualify the Applicant obtaining a license; and

WHEREAS, the Ordinance requires that the Premises may not be delinquent to the City of Roseville, for taxes, assessment, or other financial claims; and

WHEREAS, City staff have verified that the Premises is not delinquent on any taxes, assessments or other charges; and

WHEREAS, on the basis of the above, City staff have recommended approval of the application;

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Roseville approves the renewal of the License for Nath Roseville Midwest Lodging LLC doing business as DoubleTree by Hilton, 2540 Cleveland Ave., Roseville, MN;

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

WHEREUPON said resolution was declared duly passed and adopted.

78 STATE OF MINNESOTA)
79) SS
80 COUNTY OF RAMSEY)

83 I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of
84 Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and
85 foregoing extract of minutes of a regular meeting of said City Council held on the 23rd day of,
86 March, 2026 with the original thereof on file in my office.

88 WITNESS MY HAND officially as such Manager this 23rd day of March, 2026.

92 SEAL

Patrick J. Trudgeon, City Manager

REQUEST FOR COUNCIL ACTION

Date: 3/23/2026

Item No.: 10.j.

Department Approval

City Manager Approval



Item Description: Approve Renewal of Hotel License for Avid Hotel, 3015 Centre
Pointe Dr.

Background

On April 8, 2024, the Roseville City Council passed an ordinance creating Chapter 317, which requires all hotels operating in Roseville to obtain a license granted by the City. On December 2, 2024, the Roseville City Council amended the hotel licensing ordinance to change the timing of the annual license period to be effective between April 1 to March 31. Avid Hotel received a hotel license on April 1, 2025.

Avid Hotel has applied for a renewal of its hotel license and has submitted all necessary information to be considered for the granting of a hotel license. All Interested Persons associated with the hotel have passed background checks. The application is included as Attachment 1.

Avid Hotel has been inspected by the City's Community Development and Fire Department and has completed all necessary corrections and does not have any outstanding building or fire code issues. (Attachment 2)

Avid Hotel does not have any outstanding utility bills, taxes, or other charges with the City (Attachment 3).

Avid Hotel has had 26 reactive police calls (which excludes proactive visits, community engagement events, and case follow-up) in 2025 and no overdose deaths at their hotel. The Police Department has reviewed the calls for service and do not have concerns about granting the hotel license (Attachment 4).

Policy Objectives

Strategic Plan Priority Area - Responsive Services and Safety

Goal #1: Take proactive steps to create a safer community through prevention, planning, and early intervention.

Requiring hotels operating in Roseville to meet certain standards and be licensed is consistent with this goal. As part of the annual licensing process, staff conduct inspections to ensure compliance with state building and fire codes and review police service calls associated with the property. This process allows the City to monitor conditions, identify emerging concerns, and work proactively to ensure unsafe and unsanitary conditions are addressed in a timely manner before they become larger safety problems for the neighborhood and the community.

Applicable Success Indicators:

- **Policies and procedures ensure the protection of the community.** The hotel licensing ordinance establishes operational and inspection requirements to ensure hotels operate safely and maintain appropriate conditions.

- **Real-time data and information are utilized to improve operations, response, and customer service.** Staff review recent police calls and operational data related to each property to identify trends and address issues collaboratively with hotel operators.

Progress toward Desired Impact - Community members with a variety of needs feel confident that City services are responsive to ongoing needs, keep everyone safe and secure, and positively impact their quality of life.

Annual hotel licensing is one of the ways the City advances Goal #1. Lodging properties were identified as an area where proactive oversight and collaboration can meaningfully improve safety and neighborhood conditions. The City prioritizes staff resources for inspections, data review, and engagement with operators to identify concerns early and address issues before they escalate.

Equity Impact Summary

Securing the safety and quality of hotel accommodations in Roseville is a fundamental consideration with respect to the hotel licensing ordinance. The equity analysis that was previously conducted indicates potential disparities in public safety concerns, building code issues, and health violations among different hotels, which may have varying impacts on historically underrepresented communities. While the ordinance aims to address regulatory gaps and enforce consistent safety standards, staff recognizes the importance of impartially acknowledging both positive and negative impacts.

Positive impacts include enhanced safety measures, improved quality standards, and potential economic growth resulting from a well-regulated hotel industry. However, staff also acknowledge potential negative impacts, such as financial barriers for smaller hotels and unintended consequences for vulnerable populations, including those experiencing homelessness. The ordinance may inadvertently lead to affordability challenges, impacting low-income individuals seeking temporary lodging. Through ongoing monitoring and data tracking, staff intends to evaluate the ordinance's impact on historically underrepresented communities, ensuring that the decision-making process remains informed, balanced, and responsive to the diverse needs of the community. This approach aligns with Roseville's commitment to fostering a safe, inclusive, and economically vibrant community for all residents.

Budget Implications

Applicants for an annual hotel license pay a \$150 fee to the City.

Staff Recommendations

Staff recommends renewal of the hotel license to Avid Hotel located at 3015 Centre Pointe Drive, Roseville.

Requested Council Action

Motion to approve a resolution to renew the hotel license to Avid Hotel located at 3015 Centre Pointe Drive, Roseville.

Prepared by: Patrick Trudgeon, City Manager

Attachments:

1. Avid Application_Redacted
2. Certificate of Inspection_Signed_Avid
3. Finance Hotel License Memo for Avid Hotel
4. Police Department Hotel License Memo AVID
5. Roseville Hotel License Approval Resolution Avid Hotel final



Administration Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
651-792-7023

SELECT ONE: ☐ NEW ☒ RENEWAL

Application Fee \$150

Background Fee \$30/person

HOTEL/MOTEL LICENSE APPLICATION			
BUSINESS INFORMATION			
Name of Business: Avid by IHG			
Phone Number: 651-401-4700		# of Guest Rooms: 87	
Hotel/Motel Address: 3015 Centre Pointe Dr.			
City: Roseville	State: MN	ZIP Code: 55113	
Minnesota Tax ID: 68-15228		Federal Employer ID (FEIN): 83-3522135	
General Manager Name: Alex Bustron		Phone: 651-401-4700	
Email: abustron@kinseth.com			
CORPORATE INFORMATION			
Corporation/Owner Name: Roseville Centre Lodging LLC			
Contact Name: Bruce Kinseth		Phone: 319-499-5101	
Contact Address: [REDACTED]		Contact E-mail: mschultz@kinseth.com	
City: [REDACTED]	State: [REDACTED]	ZIP Code: [REDACTED]	
OPERATOR/MANAGER INFORMATION			
Name of Hotel/Motel Operator/Manager (local contact): Alex Bustron			
Address: [REDACTED]		Phone: 651-401-4700	
City: [REDACTED]	ZIP Code: [REDACTED]		
Email: abustron@kinseth.com			
DESIGNATED CONTACT INFORMATION			
Authorized person(s) name and contact information to provide official notices under the City of Roseville Hotel Ordinances			
Name: Bruce Kinseth			
Address: [REDACTED]			
Title: Member		ZIP code: [REDACTED]	
Phone: 319-499-5101		E-mail: mschultz@kinseth.com	
SIGNATURES			
I certify that all information provided on this form is true and complete. I understand that any false statements on this form shall be sufficient cause for rejection of my application for a license.			
Applicant printed name: Bruce Kinseth			
Signature of applicant: Bruce Kinseth		Date: 1/09/26	



LISTING OF INTERESTED PERSONS

Under City Code Chapter 317.02C, at the time of a hotel license application, the applicant shall furnish the City with a list of all Interested Persons as defined by Chapter 317 of the Roseville City Code. Interested Persons will be subject to a criminal background check and payment of the investigation fee.

An Interested Person is defined in City Code as follows: All persons who will be on-site managers of the Hotel, are Owners or Operators, or that have an interest of five percent or more in the entity applying for or holding the license.

INTERESTED PERSON #1	
Role:	☒ Owner ☒ Operator ☐ On-Site Manager ☐ Other _____
Name:	Kinseth Roseville LLC c/o Bruce Kinseth
Address:	Phone: 319-499-5101
City:	ZIP Code: _____
Email:	MSchultz@Kinseth.com

INTERESTED PERSON #2	
Role:	☒ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____
Name:	West Real Estate & Management, Inc c/o Thomas Noble
Address:	Phone: 952-224-2500
City:	ZIP Code: _____
Email:	

INTERESTED PERSON #3	
Role:	☐ Owner ☐ Operator ☒ On-Site Manager ☐ Other _____
Name:	Alec Bustrom
Address:	Phone: 651-401-4700
City:	ZIP Code: _____
Email:	ABUSTROM@Kinseth.com

INTERESTED PERSON #4	
Role:	☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____
Name:	
Address:	Phone:
City:	State: ZIP Code:
Email:	



Certification of Hotel Inspection

This structure and property have been inspected pursuant to the requirements of City Code Title 3, Chapter 317.02.E (Ordinance 1674).

For the following Hotel:

(Avid Hotel)

BUILDING ADDRESS: 3015 Centre Pointe Dr N., Roseville, MN

PIN: 052923110037

LICENSING PERIOD: 04/01/2026 – 03/31/2027

MANAGER/OPERATOR: Alec Bustrom

OWNER: Roseville Centre Lodging LLC

Number of guest rooms: 87

David Englund

 David Englund, Building Official

3/16/2026

 Date

[Signature]

 Fire Inspector

3-16-2026

 Date

Initial Inspection – February 2, 2026

COMMENTS: Inspection report provided; corrections required.

Re-Inspection (if required) – March 13, 2026

COMMENTS: Observed corrections from initial report.

Please note: Roseville City Code requires an annual inspection of all guest rooms, common areas, mechanical rooms, exterior surfaces and entire property. All inspection reports are public data and available for viewing at Roseville City Hall.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Samuel Magureanu, Finance Director
Date: February 24, 2026
Re: Hotel License for Avid Hotel

The Avid Hotel does not have unpaid utility, taxes, or other city charges as of February 24, 2026. The Finance Department does not object granting of the hotel license for Avid Hotel.

Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Police Chief Erika Scheider
Date: February 25, 2026
Re: Hotel License for Avid Hotel

The Roseville Police Department responded to 26 calls to the Avid Hotel in 2025, which is similar to calls in 2024 (24). The management of the Avid Hotel has cooperated with the Roseville Police Department during public safety responses and follow-up investigations. Based on the call volume and cooperation of hotel ownership and management, the Roseville Police Department does not object to the granting of a hotel license for Avid Hotel.

**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 23rd day of March 2026, at 6:00 p.m.

The following members were present:, Schroeder, Groff, Bauer, Strahan, and Mayor Roe. and the following were absent: None.

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

A RESOLUTION APPROVING THE APPLICATION FOR RENEWAL OF A HOTEL
LICENSE FOR ROSEVILLE CENTRE LODGING LLC DOING BUSINESS AS AVID BY IHG.

WHEREAS, Minnesota Statute Section 471.585 authorizes a city to require hotels operating within the boundaries of the city to have a valid license issued by the city; and

WHEREAS, the City of Roseville adopted Ordinance Number 1674 (the “Ordinance”) on April 8, 2024 requiring such licenses and establishing certain regulations related to such licenses; and

WHEREAS, Roseville Centre Lodging LLC business as Avid by IHG (the “Applicant”), obtained a license (the “License”) on April 1, 2025 to operate a hotel at 3015 Centre Pointe Dr. in the City of Roseville (the “Premises”); and

WHEREAS, the Applicant has now applied for renewal of the License; and

WHEREAS, the Ordinance requires that, prior to issuance of any license, all premises where the Hotel is located must comply with all relevant health and safety codes; and

WHEREAS, the City has conducted inspections of the Premises and has now verified that it is in compliance with all relevant health and safety codes;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have had a repeat nuisance service call fee imposed; and

WHEREAS, the City has determined that there have been no repeat nuisance service call fees imposed against the Owner, Operator, or manager;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have had a similar license suspended or revoked by the City or a similar jurisdiction; and

WHEREAS, the City has not discovered a prior license suspension or revocation;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have an Interested Person with input into the day-to-day operations of the establishment that has one or more criminal conviction that relate to the licensed activity; and

WHEREAS, the Applicant has provided a list of all Interested Persons for a background investigation, and the City has completed the investigation and it has not revealed any information that would disqualify the Applicant obtaining a license; and

WHEREAS, the Ordinance requires that the Premises may not be delinquent to the City of Roseville, for taxes, assessment, or other financial claims; and

WHEREAS, City staff have verified that the Premises is not delinquent on any taxes, assessments or other charges; and

WHEREAS, on the basis of the above, City staff have recommended approval of the application;

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Roseville approves the renewal of the License for Roseville Centre Lodging LLC business as Avid by IHG, 3015 Centre Pointe Dr., Roseville, MN;

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

WHEREUPON said resolution was declared duly passed and adopted.

78 STATE OF MINNESOTA)
79) SS
80 COUNTY OF RAMSEY)
81
82

83 I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of
84 Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and
85 foregoing extract of minutes of a regular meeting of said City Council held on the 23rd day of,
86 March , 2026 with the original thereof on file in my office.
87

88 WITNESS MY HAND officially as such Manager this 23rd day of March, 2026.
89
90
91

92 SEAL
93
94
95

Patrick J. Trudgeon, City Manager

REQUEST FOR COUNCIL ACTION

Date: 3/23/2026

Item No.: 10.k.

Department Approval

City Manager Approval



Item Description: Approve Renewal of Hotel License for Key Inn, 2550 Cleveland Ave.

Background

On April 8, 2024, the Roseville City Council passed an ordinance creating Chapter 317, which requires all hotels operating in Roseville to obtain a license granted by the City. On December 2, 2024, the Roseville City Council amended the hotel licensing ordinance to change the timing of the annual license period to be effective between April 1 to March 31. The Key Inn received a hotel license on April 1, 2025.

Key Inn has applied for renewal of its hotel license and has submitted all necessary information to be considered for the granting of a hotel license. All Interested Persons associated with the hotel have passed background checks. The application is included as Attachment 1.

Key Inn has been inspected by the City's Community Development and Fire Department and has completed all necessary corrections and does not have any outstanding building or fire code issues. (Attachment 2)

Key Inn does not have any outstanding utility bills, taxes, or other charges with the City (Attachment 3).

Key Inn had 95 reactive police calls (which excludes proactive visits, community engagement events, and case follow-up) in 2025 and zero overdose deaths at their hotel. While the overall number of calls remains higher than other hotels in the city, Key Inn has demonstrated ongoing cooperation with the Roseville Police Department. In addition, they had fewer calls than the previous year (141 calls in 2024). Based on their cooperation and commitment to addressing public safety concerns, the Roseville Police Department does not object to the granting of a hotel license for Key Inn. (Attachment 4).

Policy Objectives

Strategic Plan Priority Area - Responsive Services and Safety

Goal #1: Take proactive steps to create a safer community through prevention, planning, and early intervention.

Requiring hotels operating in Roseville to meet certain standards and be licensed is consistent with this goal. As part of the annual licensing process, staff conduct inspections to ensure compliance with state building and fire codes and review police service calls associated with the property. This process allows the City to monitor conditions, identify emerging concerns, and work proactively to ensure unsafe and unsanitary conditions are addressed in a timely manner before they become larger safety problems for the neighborhood and the community.

Applicable Success Indicators:

- **Policies and procedures ensure the protection of the community.** The hotel licensing ordinance establishes operational and inspection requirements to ensure hotels operate safely and maintain appropriate conditions.

- **Real-time data and information are utilized to improve operations, response, and customer service.** Staff review recent police calls and operational data related to each property to identify trends and address issues collaboratively with hotel operators.

Progress toward Desired Impact - Community members with a variety of needs feel confident that City services are responsive to ongoing needs, keep everyone safe and secure, and positively impact their quality of life.

Annual hotel licensing is one of the ways the City advances Goal #1. Lodging properties were identified as an area where proactive oversight and collaboration can meaningfully improve safety and neighborhood conditions. The City prioritizes staff resources for inspections, data review, and engagement with operators to identify concerns early and address issues before they escalate.

Equity Impact Summary

Securing the safety and quality of hotel accommodations in Roseville is a fundamental consideration with respect to the hotel licensing ordinance. The equity analysis that was previously conducted indicates potential disparities in public safety concerns, building code issues, and health violations among different hotels, which may have varying impacts on historically underrepresented communities. While the ordinance aims to address regulatory gaps and enforce consistent safety standards, staff recognizes the importance of impartially acknowledging both positive and negative impacts.

Positive impacts include enhanced safety measures, improved quality standards, and potential economic growth resulting from a well-regulated hotel industry. However, staff also acknowledge potential negative impacts, such as financial barriers for smaller hotels and unintended consequences for vulnerable populations, including those experiencing homelessness. The ordinance may inadvertently lead to affordability challenges, impacting low-income individuals seeking temporary lodging. Through ongoing monitoring and data tracking, staff intends to evaluate the ordinance's impact on historically underrepresented communities, ensuring that the decision-making process remains informed, balanced, and responsive to the diverse needs of the community. This approach aligns with Roseville's commitment to fostering a safe, inclusive, and economically vibrant community for all residents.

Budget Implications

Applicants for an annual hotel license pay a \$150 fee to the City.

Staff Recommendations

Staff recommends renewal of the hotel license to Key Inn located at 2550 Cleveland Avenue, Roseville.

Requested Council Action

Motion to approve the resolution renewing a hotel license to Key Inn located at 2550 Cleveland Avenue, Roseville.

Prepared by: Patrick Trudgeon, City Manager

Attachments:

1. Key Inn Application_Redacted
2. Certificate of Inspection_Signed_KeyInn
3. Finance Hotel License Memo for Key Inn
4. Police Department Hotel License Memo Key Inn
5. Roseville Hotel License Approval Resolution Key Inn

Key Inn



Administration Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
651-792-7023

SELECT ONE: ☐ NEW ☒ RENEWAL

Application Fee \$150

Background Fee \$30/person

HOTEL/MOTEL LICENSE APPLICATION			
BUSINESS INFORMATION			
Name of Business: Minnesota Hospitality LLC			
Phone Number: 651-636-6730		# of Guest Rooms: 115	
Hotel/Motel Address: 2550 Cleveland ave N			
City: Roseville	State: MN	ZIP Code: 55113	
Minnesota Tax ID: 9078126		Federal Employer ID (FEIN): 923199854	
General Manager Name: Farrukh Khan		Phone: 651 636 6730	
Email: Keyinn25@gmail.com			
CORPORATE INFORMATION			
Corporation/Owner Name:			
Contact Name:		Phone:	
Contact Address:		Contact E-mail:	
City:	State:	ZIP Code:	
OPERATOR/MANAGER INFORMATION			
Name of Hotel/Motel Operator/Manager (local contact): Farrukh Khan			
Add:	[REDACTED]		Phone: 651 636 6730
City:	[REDACTED]		ZIP Code: [REDACTED]
Email: Keyinn25@gmail.com			
DESIGNATED CONTACT INFORMATION			
Authorized person(s) name and contact information to provide official notices under the City of Roseville Hotel Ordinances			
Name: Diljit Khosa			
Address: [REDACTED]			
Title: owner	ZIP code: [REDACTED]		
Phone: 651-402-7959	E-mail: Dj.IndiaPalace@gmail.com		
SIGNATURES			
I certify that all information provided on this form is true and complete. I understand that any false statements on this form shall be sufficient cause for rejection of my application for a license.			
Applicant printed name: Diljit Khosa			
Signature of applicant: [Signature]		Date: 11-09-2025	



LISTING OF INTERESTED PERSONS

Under City Code Chapter 317.02C, at the time of a hotel license application, the applicant shall furnish the City with a list of all Interested Persons as defined by Chapter 317 of the Roseville City Code. Interested Persons will be subject to a criminal background check and payment of the investigation fee.

An Interested Person is defined in City Code as follows: All persons who will be on-site managers of the Hotel, are Owners or Operators, or that have an interest of five percent or more in the entity applying for or holding the license.

INTERESTED PERSON #1			
Role: ☐ Owner ☐ Operator ☒ On-Site Manager ☐ Other _____			
Name: <i>Farrukh Khan</i>			
Address: [REDACTED]		Phone: <i>651-636-6730</i>	
City: [REDACTED]		ZIP Code: [REDACTED]	
Email: <i>Keyinn25@gmail.com</i>			

INTERESTED PERSON #2			
Role: ☒ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____			
Name: <i>Diljit Khosa</i>			
Address: [REDACTED]		Phone: <i>651-402-7959</i>	
City: [REDACTED]		ZIP Code: [REDACTED]	
Email: <i>Dj.IndiaPalace@gmail.com</i>			

INTERESTED PERSON #3			
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____			
Name: _____			
Address: _____		Phone: _____	
City: _____	State: _____	ZIP Code: _____	
Email: _____			

INTERESTED PERSON #4			
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____			
Name: _____			
Address: _____		Phone: _____	
City: _____	State: _____	ZIP Code: _____	
Email: _____			



Certification of Hotel Inspection

This structure and property have been inspected pursuant to the requirements of City Code Title 3, Chapter 317.02.E (Ordinance 1674).

For the following Hotel:

(Key Inn)

BUILDING ADDRESS: 2550 Cleveland Ave., Roseville, MN

PIN: 092923220008

LICENSING PERIOD: 04/01/2026 – 03/31/2027

MANAGER/OPERATOR: DJ Singh

OWNER: Minnesota Hospitality Llc

Number of guest rooms: 113

David Englund
David Englund, Building Official

3/17/2026

Date

[Signature]

3/17/2026

Fire Inspector

Date

Initial Inspection – February 20, 2026

COMMENTS: Inspection report provided; corrections required.

Re-inspection (if required) – March 13, 2026

COMMENTS: Observed corrections from initial report.

Please note: Roseville City Code requires an annual inspection of all guest rooms, common areas, mechanical rooms, exterior surfaces and entire property. All inspection reports are public data and available for viewing at Roseville City Hall.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Samuel Magureanu, Finance Director
Date: February 24, 2026
Re: Hotel License for Key Inn

The Key Inn Hotel does not have unpaid utility, taxes, or other city charges as of February 24, 2026. The Finance Department does not object to granting the hotel license for Key Inn Hotel.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Police Chief Erika Scheider
Date: February 25, 2026
Re: Hotel License for Key Inn

The Roseville Police Department responded to 95 calls for service at the Key Inn during 2025. While the overall number of calls remains significantly higher than other hotels in the city, Key Inn has demonstrated ongoing cooperation with the Roseville Police Department. In addition, they had less calls than the previous year (141 calls in 2024).

Although calls for service remain higher than the average for hotels in the city, the Roseville Police Department recognizes the efforts made by the new ownership and management team to continue to improve conditions and address police calls for service. Based on their cooperation and commitment to addressing public safety concerns, the Roseville Police Department does not object to the granting of a hotel license for Key Inn.

**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 23rd day of March 2026, at 6:00 p.m.

The following members were present: Schroeder, Groff, Bauer, Strahan, and Mayor Roe. and the following were absent: None.

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

A RESOLUTION APPROVING THE APPLICATION FOR RENEWAL OF A HOTEL
LICENSE FOR MINNESOTA HOSPITALITY LLC DOING BUSINESS AS KEY INN.

WHEREAS, Minnesota Statute Section 471.585 authorizes a city to require hotels operating within the boundaries of the city to have a valid license issued by the city; and

WHEREAS, the City of Roseville adopted Ordinance Number 1674 (the “Ordinance”) on April 8, 2024 requiring such licenses and establishing certain regulations related to such licenses; and

WHEREAS, Minnesota Hospitality LLC doing business as Key Inn (the “Applicant”), obtained a license (the “License”) on April 1, 2025 to operate a hotel at 2550 Cleveland Ave. in the City of Roseville (the “Premises”); and

WHEREAS, the Applicant has now applied for renewal of the License; and

WHEREAS, the Ordinance requires that, prior to issuance of any license, all premises where the Hotel is located must comply with all relevant health and safety codes; and

WHEREAS, the City has conducted inspections of the Premises and has now verified that it is in compliance with all relevant health and safety codes;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have had a repeat nuisance service call fee imposed; and

WHEREAS, the City has determined that there has been one month since January 2024 when calls exceeded the threshold for repeat nuisance service call fees and acknowledges that the ownership of Key Inn has worked with the Roseville Police Department in improving safety at the hotel and as a result, the Roseville Police Department does not object to the granting of the hotel license to Key Inn; and

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have had a similar license suspended or revoked by the City or a similar jurisdiction; and

WHEREAS, the City has not discovered a prior license suspension or revocation;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have an Interested Person with input into the day-to-day operations of the establishment that has one or more criminal conviction that relate to the licensed activity; and

WHEREAS, the Applicant has provided a list of all Interested Persons for a background investigation, and the City has completed the investigation and it has not revealed any information that would disqualify the Applicant obtaining a license; and

WHEREAS, the Ordinance requires that the Premises may not be delinquent to the City of Roseville, for taxes, assessment, or other financial claims; and

WHEREAS, City staff have verified that the Premises is not delinquent on any taxes, assessments or other charges; and

WHEREAS, on the basis of the above, City staff have recommended approval of the application;

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Roseville approves the renewal of the License for Minnesota Hospitality LLC doing business as Key Inn, 2550 Cleveland Ave., Roseville, MN;

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

WHEREUPON said resolution was declared duly passed and adopted.

78 STATE OF MINNESOTA)
79) SS
80 COUNTY OF RAMSEY)
81
82

83 I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of
84 Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and
85 foregoing extract of minutes of a regular meeting of said City Council held on the 23rd day of,
86 March, 2026 with the original thereof on file in my office.
87

88 WITNESS MY HAND officially as such Manager this 23rd day of March, 2026.
89
90
91

92 SEAL
93
94
95

Patrick J. Trudgeon, City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/23/2026

Item No.: 10.I.

Department Approval

City Manager Approval



Item Description: Approve Renewal of Hotel License for Holiday Inn Express, 2715 Long Lake Road

Background

On April 8, 2024, the Roseville City Council passed an ordinance creating Chapter 317, which requires all hotels operating in Roseville to obtain a license granted by the City. On December 2, 2024, the Roseville City Council amended the hotel licensing ordinance to change the timing of the annual license period to be effective between April 1 to March 31. The Holiday Inn Express received a hotel license on April 1, 2025.

Holiday Inn Express has applied for renewal of its hotel license and has submitted all necessary information to be considered for the granting of a hotel license. All Interested Persons associated with the hotel have passed background checks. The application is included as Attachment 1.

Holiday Inn Express has been inspected by the City's Community Development and Fire Department and has completed all necessary corrections and does not have any outstanding building or fire code issues. (Attachment 2)

Holiday Inn Express does not have any outstanding utility bills, taxes, or other charges with the City (Attachment 3).

Holiday Inn Express has had 25 reactive police calls (which excludes proactive visits, community engagement events, and case follow-up) in 2025 and no overdose deaths at their hotel. The Police Department has reviewed the calls for service and do not have concerns about granting the hotel license (Attachment 4).

Policy Objectives

Strategic Plan Priority Area - Responsive Services and Safety

Goal #1: Take proactive steps to create a safer community through prevention, planning, and early intervention.

Requiring hotels operating in Roseville to meet certain standards and be licensed is consistent with this goal. As part of the annual licensing process, staff conduct inspections to ensure compliance with state building and fire codes and review police service calls associated with the property. This process allows the City to monitor conditions, identify emerging concerns, and work proactively to ensure unsafe and unsanitary conditions are addressed in a timely manner before they become larger safety problems for the neighborhood and the community.

Applicable Success Indicators:

- **Policies and procedures ensure the protection of the community.** The hotel licensing ordinance establishes operational and inspection requirements to ensure hotels operate safely and maintain appropriate conditions.
- **Real-time data and information are utilized to improve operations, response, and customer service.** Staff review recent police calls and operational data related to each property to identify trends and address issues collaboratively with hotel operators.

Progress toward Desired Impact - Community members with a variety of needs feel confident that City services are responsive to ongoing needs, keep everyone safe and secure, and positively impact their quality of life.

Annual hotel licensing is one of the ways the City advances Goal #1. Lodging properties were identified as an area where proactive oversight and collaboration can meaningfully improve safety and neighborhood conditions. The City prioritizes staff resources for inspections, data review, and engagement with operators to identify concerns early and address issues before they escalate.

Equity Impact Summary

Securing the safety and quality of hotel accommodations in Roseville is a fundamental consideration with respect to the hotel licensing ordinance. The equity analysis that was previously conducted indicates potential disparities in public safety concerns, building code issues, and health violations among different hotels, which may have varying impacts on historically underrepresented communities. While the ordinance aims to address regulatory gaps and enforce consistent safety standards, staff recognizes the importance of impartially acknowledging both positive and negative impacts.

Positive impacts include enhanced safety measures, improved quality standards, and potential economic growth resulting from a well-regulated hotel industry. However, staff also acknowledge potential negative impacts, such as financial barriers for smaller hotels and unintended consequences for vulnerable populations, including those experiencing homelessness. The ordinance may inadvertently lead to affordability challenges, impacting low-income individuals seeking temporary lodging. Through ongoing monitoring and data tracking, staff intends to evaluate the ordinance's impact on historically underrepresented communities, ensuring that the decision-making process remains informed, balanced, and responsive to the diverse needs of the community. This approach aligns with Roseville's commitment to fostering a safe, inclusive, and economically vibrant community for all residents.

Budget Implications

Applicants for an annual hotel license pay a \$150 fee to the City.

Staff Recommendations

Staff recommends renewal of the hotel license to Holiday Inn Express, 2715 Long Lake Road, Roseville.

Requested Council Action

Motion to adopt resolution to renew the hotel license to Holiday Inn Express, 2715 Long Lake Road, Roseville.

Prepared by: Patrick Trudgeon, City Manager

Attachments:

1. Holiday Inn Express Application_Redacted
2. Certificate of Inspection_signed_HolidayInnExpress
3. Finance Hotel License Memo for Holiday Inn Express
4. Police Department Hotel License Memo Holiday Inn Express
5. Roseville Hotel License Approval Resolution Holiday Inn Express and Suites



Administration Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
651-792-7023

SELECT ONE: ☐ NEW ☒ RENEWAL

Application Fee \$150 Background Fee \$30/person

check 1165 \$180

HOTEL/MOTEL LICENSE APPLICATION		
BUSINESS INFORMATION		
Name of Business: YASH HOSPITALITY INC DBA HOLIDAY INN EXPRESS		
Phone Number: 651-294-7200	# of Guest Rooms: 118	
Hotel/Motel Address: 2715 LONG LAKE RD		
City: ROSEVILLE	State: MN	ZIP Code: 55113
Minnesota Tax ID: 9005874	Federal Employer ID (FEIN): 93-2382233	
General Manager Name: THERESA MARTINEZ	Phone: 651-294-7200	
Email: THERESA.MARTINEZ@IHG@OUTLOOK.COM		
CORPORATE INFORMATION		
Corporation/Owner Name: RAJ PATEL		
Contact Name: RAJ PATEL	Phone: 507-210-6180	
Contact Address: [REDACTED]	Contact E-mail: RPPATEL22@HOTMAIL.COM	
City: [REDACTED]	State: [REDACTED]	ZIP Code: [REDACTED]
OPERATOR/MANAGER INFORMATION		
Name of Hotel/Motel Operator/Manager (local contact): RAJ PATEL		
Address: [REDACTED]		Phone: 507-210-6180
City: [REDACTED]	ZIP Code: [REDACTED]	
Email: [REDACTED]		
DESIGNATED CONTACT INFORMATION		
Authorized person(s) name and contact information to provide official notices under the City of Roseville Hotel Ordinances		
Name: RAJ PATEL		
Address: [REDACTED]		
Title: OWNER/OPERATOR	ZIP code: [REDACTED]	
Phone: 507-210-6180	E-mail: RPPATEL22@HOTMAIL.COM	
SIGNATURES		
I certify that all information provided on this form is true and complete. I understand that any false statements on this form shall be sufficient cause for rejection of my application for a license.		
Applicant printed name: RAJ PATEL		
Signature of applicant: [Signature]		Date: 11-5-25



LISTING OF INTERESTED PERSONS

Under City Code Chapter 317.02C, at the time of a hotel license application, the applicant shall furnish the City with a list of all Interested Persons as defined by Chapter 317 of the Roseville City Code. Interested Persons will be subject to a criminal background check and payment of the investigation fee.

An Interested Person is defined in City Code as follows: All persons who will be on-site managers of the Hotel, are Owners or Operators, or that have an interest of five percent or more in the entity applying for or holding the license.

INTERESTED PERSON #1			
Role: ☒ Owner ☒ Operator ☒ On-Site Manager ☐ Other _____			
Name: DAJ PATEL			
Address: [REDACTED]		Phone: 507-210-6180	
City: [REDACTED]		ZIP Code: [REDACTED]	
Email: PPATEL22@HOTMAIL.COM			

INTERESTED PERSON #2			
Role: ☐ Owner ☐ Operator ☒ On-Site Manager ☐ Other _____			
Name: THERESA MARTINEZ			
Address:		Phone:	
City:	State:	ZIP Code:	
Email:			

INTERESTED PERSON #3			
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____			
Name:			
Address:		Phone:	
City:	State:	ZIP Code:	
Email:			

INTERESTED PERSON #4			
Role: ☐ Owner ☐ Operator ☐ On-Site Manager ☐ Other _____			
Name:			
Address:		Phone:	
City:	State:	ZIP Code:	
Email:			



Certification of Hotel Inspection

This structure and property have been inspected pursuant to the requirements of City Code Title 3, Chapter 317.02.E (Ordinance 1674).

For the following Hotel:

(Holiday Inn Express)

BUILDING ADDRESS: 2715 Long Lake Rd., Roseville, MN

PIN: 052923430011

LICENSING PERIOD: 04/01/2026 – 03/31/2027

MANAGER/OPERATOR: Tanna Torres

OWNER: Yash Hospitality Inc

Number of guest rooms: 113

David Englund
David Englund, Building Official

3/17/2026

Date

Steve Erickson
Fire Inspector

3/17/2026

Date

Initial Inspection – February 3, 2026

COMMENTS: Inspection report provided; corrections required.

Re-inspection (if required) – March 16, 2026

COMMENTS: Observed corrections from initial report. Provide sign at riser room. Provide FDC sign. Provide water fire extinguisher at pool equipment room. Provide documentation of 5 year sprinkler inspection.

Please note: Roseville City Code requires an annual inspection of all guest rooms, common areas, mechanical rooms, exterior surfaces and entire property. All inspection reports are public data and available for viewing at Roseville City Hall.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Samuel Magureanu, Finance Director
Date: February 24, 2026
Re: Hotel License for Holiday Inn Express

The Holiday Inn Express Hotel does not have unpaid utility, taxes, or other city charges as of February 24, 2026. The Finance Department does not object to granting the hotel license for Holiday Inn Express Hotel.



Memo

To: Roseville City Council
cc: Patrick Trudgeon, City Manager
From: Police Chief Erika Scheider
Date: February 25, 2026
Re: Hotel License for Holiday Inn Express

The Roseville Police Department responded to 25 calls to the Holiday Inn Express in 2025. This is a decrease in calls compared to 2024. Management of the Holiday Inn Express has cooperated with the Roseville Police Department during public safety responses and follow-up investigations. Based on the call volume and cooperation of hotel ownership and management, the Roseville Police Department does not object to the granting of a hotel license for Holiday Inn Express.

**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 23rd day of March 2026, at 6:00 p.m.

The following members were present:, Schroeder, Groff, Bauer, Strahan, and Mayor Roe. and the following were absent: None.

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

A RESOLUTION APPROVING THE APPLICATION FOR RENEWAL OF A HOTEL
LICENSE FOR YASH HOSPITALITY INC. DOING BUSINESS AS HOLIDAY INN
EXPRESS AND SUITES.

WHEREAS, Minnesota Statute Section 471.585 authorizes a city to require hotels operating within the boundaries of the city to have a valid license issued by the city; and

WHEREAS, the City of Roseville adopted Ordinance Number 1674 (the "Ordinance") on April 8, 2024 requiring such licenses and establishing certain regulations related to such licenses; and

WHEREAS, Yash Hospitality Inc. doing business as Holiday Inn Express and Suites (the "Applicant"), obtained a license (the "License") on April 1, 2025 to operate a hotel at 2715 Long Lake Road in the City of Roseville (the "Premises"); and

WHEREAS, the Applicant has now applied for renewal of the License; and

WHEREAS, the Ordinance requires that, prior to issuance of any license, all premises where the Hotel is located must comply with all relevant health and safety codes; and

WHEREAS, the City has conducted inspections of the Premises and has now verified that it is in compliance with all relevant health and safety codes;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have a had a repeat nuisance service call fee imposed; and

WHEREAS, the City has determined that there have been no repeat nuisance service call fees imposed against the Owner, Operator, or manager;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have a have had a similar license suspended or revoked by the City or a similar jurisdiction; and

WHEREAS, the City has not discovered a prior license suspension or revocation;

WHEREAS, the Ordinance also requires that any Owner, Operator, or manager of a Hotel may not have Interested Person with input into the day-to-day operations of the establishment that has one or more criminal conviction that relate to the licensed activity; and

WHEREAS, the Applicant has provided a list of all Interested Persons for a background investigation, and the City has completed the investigation and it has not revealed any information that would disqualify the Applicant obtaining a license; and

WHEREAS, the Ordinance requires that the Premises may not be delinquent to the City of Roseville, for taxes, assessment, or other financial claims; and

WHEREAS, City staff have verified that the Premises is not delinquent on any taxes, assessments or other charges; and

WHEREAS, on the basis of the above City staff have recommended approval of the application;

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Roseville approves the renewal of the License for Yash Hospitality Inc., doing business as Holiday Inn Express and Suites, 2715 Long Lake Road, Roseville, MN;

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

and the following voted against the same: .

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) SS
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 23rd day of March, 2026 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 23rd day of March, 2026.

SEAL

Patrick J. Trudgeon, City Manager

FUTURE MEETING AGENDA HIGHLIGHTS

March 23, 2026

April 6 – City Council Meeting

- Climate Equity Action Plan Update
- Consider PUD Cancellation – Center Pointe
- Consider Minor Plat for 2816 Oxford Street
- Short Term Rental Renewal – 419 Judith Avenue

April 8, 2025 – Ethics Training 6:00 pm

April 13 – Special EDA Meeting

- Development Agreement – Hyde Development LLC
- Authorizing grant agreement with Ramsey County for Environmental Response Fund

April 13 – City Council Meeting

- Approve Public Improvement Contract with Minnesota State Patrol
- Approve Encroachment Agreement related to Minnesota State Patrol development
- Receive City Grant Applications Update

April 20 – City Council Work Session (Off-Site)

- Discuss cost and strategic plan drivers for 2027 budget and tax levy

Commission Meetings

February - March, 2026

Finance Commission

- CIP Discussion – Reviewed the first draft of the CIP for 2027.
- Discussed introduction of a Popular Annual Financial Report
- Recommendation to expand disclosures in Table 5. Recommends adding a new column to disclose the annual % increase in Property Tax. Recommends adding new columns for Sales Tax and Franchise Fees. Also report annual property tax on median value home
- Update provided on the Maintenance and Operations Center
- Reviewed the 2025 Investment Portfolio Performance

Equity & Inclusion Commission

The January meeting was moved to 01/28.

- Staff update on Special Council Meeting held 1/22
- Commissioner handbook

February:

- Staff provided an update about city response efforts to federal immigration enforcement.
- Discussion related to commission's response to community communication about federal immigration enforcement.

Parks & Rec Commission

February:

- Made a Park Dedication Recommendation on Subdivision at Brenner and Chatsworth. Recommended that staff/Council consider amending the code so that the Commission does not need to weigh in on subdivisions less than 1 acre.
- Discussed donations and planning for possible Nature Playground at the Harriet Alexander Nature Center
- Received Information about the City's Community Gardens Program

March:

- Received update on Forestry and Natural Resource Program
- Discussed possible updates at Autumn Grove Park, in coordination with the planned playground replacement

Commission Meetings

February-March, 2026

Planning Commission/Variance Board

The March Variance board had 1 item for discussion:

- A variance request by Hemp Real Estate for a new 125,400 SF build-to-suit medical office, research, and laboratory facility at 2700 Snelling Avenue. The variance was unanimously approved based on unique site characteristics preventing full compliance with the standard. Several members of the public provided testimony.

The March Planning Commission:

- A Comprehensive Plan land use map amendment and rezoning for 1500 Highway 36. (Minnesota State Patrol's request – to utilize the Institutional land use & zoning designation. The request was unanimously recommended for approval. No members of the public provided testimony.

Police Civil Service

- At the March meeting, commissioners certified the following:
 - Sergeant Promotional Process list
 - Entry level Police Officer Eligibility list
 - Lateral Police Officer Eligibility list

PWET Commission

- At the February meeting, staff gave an update on the Civic Campus project. Staff and the city's consultant gave an update on the Climate Equity Action plan and an overall sustainability update.