



City Council Agenda

Monday, May 4, 2026

6:00 PM

City Council Chambers

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

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

- 6:00 p.m. **1. Roll Call**
Voting & Seating Order: Groff, Strahan, Schroeder, Bauer, and Roe
- 6:01 p.m. **2. Pledge of Allegiance**
- 6:02 p.m. **3. Approve Agenda**
- 6:03 p.m. **4. Public Comment**
- 6:08 p.m. **5. Recognitions and Donations**
a. Peace Officers Memorial Day and National Police Week Proclamation
b. National Public Works Week Proclamation
c. Poppy Days Proclamation
- 6:13 p.m. **6. Items Removed from Consent Agenda**
- 6:15 p.m. **7. Convene as Board of Adjustments and Appeals**
a. Convene as the Board of Adjustments and Appeals to consider an appeal by Hempel Real Estate of the Variance Board's denial of a variance to Table 1013.01-2, Minimum Number of Required Electric Vehicle Charging Stations (EVCS) and §1013.04D(2)(d)(1) regarding the required number of Electrical Vehicle Service Equipment (EVSE) required at 2700 Snelling Avenue
- 6:45 p.m. **8. Adjourn Board of Adjustments and Appeals and Reconvene as the City Council**
- 6:45 p.m. **9. Business Items**
a. Approve Resolution Supporting Standard Communities Conduit Debt Application
- 7:00 p.m. b. Review 2025 Year-End Cash Reserve Levels
- 10. Council Direction on Councilmember Initiated Agenda Items**
- 7:15 p.m. **11. Approval of City Council Minutes**
a. Approve Minutes from April 6, 2026 City Council Meeting
b. Approve Minutes from April 13, 2026 EDA Meeting
c. Approve Minutes from April 13, 2026 City Council Meeting
d. Approve Minutes from April 20, 2026 City Council Meeting
- 7:20 p.m. **12. Approve Consent Agenda**
a. Approval of Payments
b. Approve General Purchases Exceeding \$10,000 or Sale of Surplus Items
c. Approve Renewal of 2am Liquor Permit for AMC Theaters Rosedale 14
d. Receive City Grant Applications Update
e. Approve No Parking Resolution for Hamline Avenue from County Road C to Snelling

Avenue

- f. Approve Resolution Awarding Contract for the Cohansey Sanitary Sewer Lift Station Project
- g. Approve Ramsey County Cooperative Agreement for Hamline Avenue from County Road C to Snelling Avenue
- h. Receive 1st Quarter 2026 Financial Report
- i. Approve Amended Joint Powers Agreement of the Ramsey County Violent Crime Enforcement Team
- j. Approve Resolution Awarding Contract for the Hamline Avenue Rehabilitation Project (26-01)

7:25 p.m. **13. Future Agenda Review, Communications, Reports, and Announcements - Council and City Manager**

- a. Future Agenda
- b. Monthly Commission Updates

7:35 p.m. **14. Adjourn**



**Peace Officers Memorial Day
May 15, 2026**

**National Police Week
May 10-16, 2026**

Whereas: The Congress and President of the United States have designated the week in which May 15 occurs as National Police Week and May 15 as National Peace Officers Memorial Day; and

Whereas: The Roseville Police Department plays an essential role in safeguarding the rights and freedoms of all members of the community; and

Whereas: It is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

Whereas: The men and women of the Roseville Police Department unceasingly provide this vital public service.

Now, Therefore Be It Resolved, that the Roseville City Council hereby declare the week of May 10 to May 16, 2026, to be National Police Week in the City of Roseville and May 15 as National Peace Officers Memorial Day.

Be It Further Resolved, that the Roseville City Council calls upon all citizens to join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

Be It Further Resolved, to observe May 15 as National Peace Officers Memorial Day in honor of law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community, to include Roseville Officer Howard Johnson and Officer Bruce Russell, or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this 4th day of May, 2026.

Mayor Daniel J. Roe



National Public Works Week May 17–23, 2026

Whereas: Public works professionals build and maintain infrastructure, facilities, and services that are of vital importance to resilient communities and to public health, high quality of life, and the well-being of the people of Roseville, and

Whereas: These infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and

Whereas: Roseville’s 34 public works employees, work around the clock and whose responsibilities include:

- 100 miles of pathways and 123 miles of roads
- 162 miles of watermains
- 276 miles of sanitary and storm sewer pipe and 5,842 associated manholes
- 335 vehicles and equipment, and

Whereas: It is in the public interest for the citizens and civic leaders to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in Roseville by signing up for construction updates, watching presentations made to the Public Works Environment and Transportation Commission, and participating in engagement opportunities when public input is sought; and

Whereas: 2026 marks the 66th annual National Public Works Week sponsored by the American Public Works Association.

Now, Therefore Be It Resolved that the City Council of the City of Roseville does hereby proclaim the week of May 17–23, 2026, as National Public Works Week 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 4th day of May, 2026.

Mayor Daniel J. Roe



Poppy Days May 15 - 16, 2026

Whereas: After the First World War, inspired by the opening lines of John McRae’s wartime poem “In Flanders Fields,” and championed by international humanitarian workers Moina Michael of the United States and Madame Guérin of France, the poppy was adopted in many countries to commemorate the sacrifices of those who have been killed in war; and

Whereas: The United States Veterans of Foreign Wars in 1922 officially designated the poppy as a symbol of remembrance and conducted their first Poppy Day drive that year, and in 1924 the VFW registered the “Buddy Poppy” as its official commemorative poppy; and

Whereas: VFW Buddy Poppies are assembled by disabled and needy Veterans and the proceeds of the use of Buddy Poppies as a fundraising campaign are used exclusively for the benefit of disabled and needy Veterans and the widows and orphans of deceased Veterans; and

Whereas: The basic purpose of the annual distribution of Buddy Poppies by the Veterans of Foreign Wars is eloquently reflected in the desire to “Honor the Dead by Helping the Living;” and

Whereas: Each year, members of Roseville Anderson Nelson VFW Post 7555 distribute poppies at local sites the weekend before Memorial Day to raise awareness about the service of veterans and the importance of Memorial Day;

Now, Therefore, Be It Resolved, that the City Council of the City of Roseville hereby declares May 15-16, 2026, to be Poppy Days in Roseville for the distribution of these symbols of appreciation for the sacrifices of our honored dead, and further urges the citizens of this community to recognize the merits of this cause by contributing generously to its support through donations for Buddy Poppies on those days.

Be It Further Resolved, that the City Council urges all patriotic citizens to wear a Buddy Poppy as mute evidence of our gratitude to the men and women of this country who have risked their lives in defense of the freedoms which we continue to enjoy as American citizens.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this 4th day of May, 2026.

Mayor Daniel J. Roe

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5/4/2026
Item No.: 7.a.

Department Approval

Janice Gundlach

City Manager Approval

Samuel J. Truog

Item Description: Convene as the Board of Adjustments and Appeals to consider an appeal by Hempel Real Estate of the Variance Board's denial of a variance to Table 1013.01-2, Minimum Number of Required Electric Vehicle Charging Stations (EVCS) and §1013.04D(2)(d)(1) regarding the required number of Electrical Vehicle Service Equipment (EVSE) required at 2700 Snelling Avenue

Background

On March 20, 2023, the Roseville City Council adopted an ordinance approving Phase 2 amendments to the Zoning Code. One component of this approval was the establishment of regulations concerning electric vehicle charging stations (EVCS) and electrical vehicle service equipment (EVSE). These requirements are contained in Table 1013.04-2 and 1013.04.D.2.d.1 of the Zoning Code. At the time of adoption, Planning Division staff acknowledged the standards may need to be adjusted over time as the ordinance gets implemented across various projects, as such standards were not commonplace at the time of adoption, so there were uncertainties surrounding applicability given the variety of different projects that would come forward.

Hempel Real Estate, in cooperation with 2700 Snelling Avenue LLC, applied for a variance seeking relief from the requirements imposed by this ordinance. The variance consisted of a request to allow eight EV-equipped (EVCS) stalls when 26 would normally be required and 22 EV-ready (EVSE) stalls when 53 would normally be required. The required 26 EVCS and 53 EVSE stalls are based on the requirement to provide 528 total parking stalls to serve a proposed 125,400 square foot medical office, research, and laboratory facility at 2700 Snelling Avenue. The Request for Variance Board Action dated April 1, 2026 is provided in Attachment 1, which included a staff recommendation and findings to approve the variance.

On April 1, 2026, the Roseville Variance Board received the staff report, presentations from staff and the applicants, and held a public hearing. No public testimony was provided. The Variance Board considered the staff recommendation to approve the request, as well as information provided from the applicant regarding the practical difficulty preventing them from fully complying with the requirements of the Zoning Code. After discussion amongst Variance Board members, the Board voted 2-1 to deny the requested variances (see meeting minutes in Attachment 2).

On April 1, 2026, the City Planner received an email from Hemple Real Estate seeking an appeal of the Variance Board denial (Attachment 3).

Policy Objectives

The appeal process is outlined in Zoning Code Section §1009.08, which states the following:

31 A. An appeal pertaining to a decision of the Variance Board or an administrative ruling of the
32 Community Development Department regarding any interpretation of the intent of this Title, or any
33 administrative action approving or denying an application or request related to any matter addressed
34 in this Title may be filed by any property owner or their agent.

35 1. The appeal shall be submitted to the City Manager within 10-calendar days after the making of
36 the order or decision being appealed.

37 2. The appeal shall state the specific grounds upon which the appeal is made.

38 3. The appeal shall be accompanied by the fee set forth in Chapter 314 of this Code.

39 B. When an appeal is filed, a public meeting regarding the matter shall be held before the City
40 Council, acting as the Board of Adjustments and Appeals, at a regular meeting held within 30 days
41 of the receipt of the appeal. The Board of Adjustments and Appeals will reconsider only the evidence
42 that had previously been considered as part of the formal action that is the subject of the appeal.
43 New or additional information from the appeals applicant(s) may be considered by the Board of
44 Adjustments and Appeals at its sole discretion, if that information serves to clarify information
45 previously considered by the Variance Board and/or staff.

46 1. Variance Appeals: A mailed notice of the public meeting at which the appeal is to be
47 considered will be sent to the appeals applicant(s), members of the Variance Board, and to all of
48 those property owners within the public hearing notification area established in Chapter 108 of
49 the City Code, as well as the owner of the subject property.

50 The applicant met the 10-calendar deadline to file the appeal. While the appeal could not be heard within
51 30 days of receipt given the City Council meeting schedule, it was placed on the first available meeting
52 (33 days) and the applicant was notified of the meeting date. The required fee has been paid and notice
53 of the appeal has been provided in accordance with Chapter 108.

54 55 56 **Equity Impact Summary**

57 An equity analysis is not indicated for this action.
58

59 **Budget Implications**

60 Per the City adopted Fee Schedule, appeals of a commercial nature require submission of a \$325
61 application fee, which the applicant has paid.
62
63

64 **Staff Recommendations**

65 Convene as the Board of Adjustment and Appeals and make a determination on whether to uphold the
66 Variance Board's denial or grant the appeal. A draft resolution is provided in Attachment 4, which staff
67 will finalize based on the Board of Adjustment and Appeals decision.
68

69 **Requested Council Action**

70 By motion, make a determination on whether to uphold the Variance Board's denial or grant the appeal.
71 The motion should include findings in support of the decision, which will be memorialized in the draft
72 resolution provided in Attachment 4.
73
74

75

Prepared by: Thomas Paschke, City Planner

Attachments:

1. Request for Variance Board Action
2. Draft VB Minutes of April 1, 2026
3. Hemple Real Estate Appeal
4. Resolution

76

ROSEVILLE
REQUEST FOR BOARD ACTION

Date: **4/1/2026**Item No.: **6.b.**

Department Approval

Janice Gundlach

Agenda Section

Public Hearing

Item Description: A request by Hempel Real Estate, in cooperation with 2700 Snelling Avenue LLC, for a variance from Table 1013.04-2, Minimum Number of Required Electric Vehicle Charging Stations (EVCS) and §1013.04.D.2.d.1 regarding the required number of electrical vehicle service equipment (EVSE)

Application Information

Applicant: Hempel Real Estate
Location: 2700 Snelling Avenue
Application Submission: March 11, 2026
City Action Deadline: May 10, 2026
Zoning: Employment District

Background

Land Use Context	Existing Land Use	Land Use Guiding	Zoning Classification
Site	Vacant	Employment	Employment (E-1)
North	Applewood Pointe Senior housing, townhomes	High Density	HDR
South	Restaurant, bank, office	Corridor Mixed-Use	MU-3
West	Credit union, hotel, restaurants	Corridor Mixed-Use	MU-3
East	Single family residences	Low Density	LDR

On March 20, 2023, the Roseville City Council adopted an ordinance approving Phase 2 amendments to the Zoning Code. One component of this approval was the establishment of regulations concerning electric vehicle charging stations and electrical vehicle service equipment (1013.04-2 and 1013.04.D.2.d.1). When approved, Planning Division staff acknowledged the standards may need to be adjusted over time as the ordinance gets implemented across various projects as such standards were not commonplace at the time of adoption. The following standards were adopted by the city:

D. Electric Vehicle Charging Standards

1. The intent of this section is to facilitate and encourage the use of electric vehicles, to expedite the establishment of a convenient, cost-effective electric vehicle charging infrastructure, and establish minimum requirements for electric vehicle parking spaces and charging infrastructure to serve both short and long-term parking needs.

- 24 2. Minimum Number of Required Electric Vehicle Charging Stations (EVCS)
 25 a. All new parking areas, existing parking areas expanding by more than 25% additional
 26 parking spaces, and existing parking areas improving more than 25% of the parking area are
 27 subject to the standards of Table 1013.04-2.
 28 b. For all calculations of required parking spaces based on percentages, any result less than
 29 one shall be rounded up to one and, above that, fractional results of at least one half shall be
 30 rounded up to the nearest whole number.
 31
 32

Table 1013.04-2: Minimum Number of Required Electric Vehicle Charging Stations (EVCS)		
Number of spaces	EVCS by required parking spaces and charging levels (Level 1, Level 2, DC) for new parking areas	EVCS by required parking spaces and charging levels (Level 1, Level 2, DC) for expansion or improvement of existing parking areas
29 or fewer	Optional	Optional
30- 49	Multiple-family residential (5 or more units): 5% of required parking spaces, of which at least one shall be accessible, as Level 1 or greater Non-residential land uses <ul style="list-style-type: none"> • Two parking spaces, of which at least one shall be accessible, as Level 2 or greater 	For parking areas that are expanded or improved (per Section 1019.03) by more than 25%, EVCS shall be provided at the minimum quantities required for new parking areas, prorated to the number of parking spaces in the area of expansion or improvement.
Table 1013.04-2: Minimum Number of Required Electric Vehicle Charging Stations (EVCS)		
50+	Multiple-family residential (5 or more units): <ul style="list-style-type: none"> • 10% of required parking spaces, of which at least one shall be accessible, as Level 1 or greater • One guest parking space as Level 2 or greater Non-residential land uses <ul style="list-style-type: none"> • 5% of required parking spaces, of which at least one shall be accessible, as Level 2 or greater 	For parking areas that are expanded or improved (per Section 1019.03) by more than 25%, EVCS shall be provided at the minimum quantities required for new parking areas, prorated to the number of parking spaces in the area of expansion or improvement.

- 33
 34 d. In addition to the number of required EVCS, the following accommodations shall be required for
 35 the anticipated future growth in market demand for electric vehicles:
 36 1. New Non-Residential and Multiple-Family Residential Land Uses (5 or more units per building):
 37 all new parking areas shall provide electric vehicle supply equipment (EVSE) with the electrical
 38 capacity necessary to accommodate the future hardwire installation of EVCS as Level 2 or greater
 39 for a minimum of 10% of required parking spaces.
 40
 41

42 **Review of Request**

43 The variance submitted by the applicant seeks relief from the installation of the required 26 EVCS of
 44 Level 2 or greater and relief from the required 53 EVSE (hard-wired stalls). The proposal would be to
 45 install eight dual port level 2 EVCS and 22 EV ready stalls or respective variances of 18 (EVCS) and 31
 46 (EVSE). As a component of the variance submittal, the applicants have provided a narrative to justify
 47 their request (Attachment 3).
 48

49 To determine the actual requirement for EVCS and EVSE, one must first understand how the total
 50 amount of required surface parking is calculated. The calculation by the applicant (application submittal
 51 information) uses a parking ratio of 1/250 for each of the three uses in the building (office, lab, and
 52 warehouse) to arrive at the 501 stalls required, whereas, the Planning Division would combine the office
 53 and lab spaces and use the 1/275 office ratio for 319 spaces and then use the 1/2,000 ratio for the
 54 warehouse for 19 spaces, for a combined total of 338 required parking spaces.
 55

56 However, the challenging factor was establishing the required parking for the unique mix of uses with an
 57 anticipated 700 employees at opening; 820 employees at full capacity; and the maximum number of
 58 employees on-site at any one time being 550, as well as, operations within the facility being 24 hours per
 59 day, 7 days a week, with shift changes at 7am, 3pm, and 11pm.
 60

61 Given these differences, and based on allowances within the parking standards of the Zoning
 62 Ordinance, the Planning Division required the applicant to provide a parking study (Attachment 4) to
 63 better determine the required parking for the proposed project. This parking study, completed by TC2
 64 (Transportation Collaborative & Consultants), provides two separate ranges of parking demand: one
 65 method concerning the “average” parking demand (339-435) and the other method for the “85th
 66 percentile” parking demand (456-550). Both ranges are sourced from the Institute of Traffic Engineers
 67 Manuel pertaining to parking demand. The recommendation of the consultant is to take the average of
 68 the two methods (503) and add a 5% buffer (25) for a total required parking demand of 528 parking
 69 stalls.
 70

71 The applicant and Planning Division staff have been in communication throughout the process regarding
 72 the requirement for EVCS and EVSE. The initial plan included approximately 400 parking spaces, which
 73 would have had a requirement of 20 EVCS and 40 EVSE. The applicant noted a concern with these
 74 numbers back in October when the project was smaller, so when the project expanded it was
 75 determined by staff a parking study would provide the best method for determining required
 76 parking. The result of the parking study was a demand of 532 parking stalls, yielding a requirement for
 77 26 EVCS and 53 EVSE.
 78

79 **Variance Analysis**

80 Section 1009.04 (Variances) of the City Code explains the purpose of a variance is “to permit adjustment
 81 to the zoning regulations where there are practical difficulties applying to a parcel of land or building that
 82 prevent the property from being used to the extent intended by the zoning.” State statute further clarifies
 83 that “economic considerations alone do not constitute practical difficulties.”
 84

85 The Planning Division is aware of the concerns and challenges of implementing new requirements and
 86 the EV standards adopted three years ago are no exception, especially when few municipalities have
 87 such standards and such units and infrastructure can be costly to obtain and install. These standards
 88 become more challenging when applied to a large development project like the one at 2700 Snelling
 89 Avenue with a parking field that includes 532 parking stalls.
 90

91 The Planning Division also considers the proposed private development to be operationally different
 92 than commercial development, such as Rosedale, in terms of demand and need for electric vehicle
 93 charging. Because open-to-the-public commercial uses have more transient activity, this generates a
 94 customer and/or public demand/need to seek out EV charging stations and the vehicles using these
 95 spaces are constantly serving different people/vehicles. However, a private development catering to a

96 stable, consistent employment base likely has less demand/need for EV charging as the same vehicles
 97 are parked in the parking spaces day-after-day.

98
 99 As initially stated, the variance submitted by the applicant seeks relief from the installation of the
 100 required 26 EVCS of Level 2 or greater to eight dual port Level 2 EVCS and relief from the required 53
 101 EVSE (hard-wired stalls) to 22 ready stalls or respective variances of 18 (EVCS) and 31 (EVSE).

102
 103 Section 1009.04C of the City Code establishes a mandate that the Variance Board make five specific
 104 findings about a variance request as a prerequisite for approving the variance. Planning Division staff
 105 has reviewed the application and offers the following draft findings:

- 106 1. *The proposal is consistent with the Comprehensive Plan.* Planning Division staff has determined
 107 the proposal is generally consistent with the Comprehensive Plan because it represents a
 108 sustainable investment promoted by the Comprehensive Plan's goals and policies, specifically
 109 the Resilience and Environment chapter and those goals addressing a reduction in greenhouse
 110 gas emissions.
- 111 2. *The proposal is in harmony with the purposes and intent of the zoning ordinance.* With respect to
 112 this requested variance, the Planning Division finds the proposal is in harmony with the purpose
 113 and intent of the EV standards, which are to "facilitate and encourage the use of electric
 114 vehicles, to expedite the establishment of a convenient, cost-effective electric vehicle charging
 115 infrastructure, and establish minimum requirements for electric vehicle parking spaces and
 116 charging infrastructure to serve both short and long-term parking needs." Unlike Rosedale, and
 117 specifically the Dick's Sporting Goods project at Rosedale that also received a variance for
 118 electric vehicle charging stations, a private business with a stable, consistent employment base
 119 likely does not have the same demand for EV charging stations given the non-transient nature of
 120 the vehicles using the parking lot. Although there is a need for EV charging stations, the demand
 121 for said chargers is reduced. The Planning Division stated previously with the Rosedale EV
 122 charging variance that it believes reasonable implementation should consist of every site
 123 installing a share of EV charging equipment and offering choices for said charging. As the
 124 ordinance is being more widely implemented, it is becoming clear that a one-size-fits-all
 125 approach for non-residential uses may not be appropriate. With that said, Planning Division staff
 126 have determined the proposed medical office's proposal to install eight EVCS and the 22 hard-
 127 wired EVSE is appropriate. The smaller number of EVCS and EVSE affords future expansion
 128 over time as employee demand, technology, operating patterns, and vehicles evolve. There are
 129 also external factors that play a role in supporting EV chargers that are not code-
 130 based. Although no analysis has been completed on the ability of the subject area not being
 131 able to supply the necessary electrical infrastructure, there is only so much electricity that can be
 132 produced or provided to a given locality. Large amounts of EV chargers in one given area have
 133 the potential to strain the local grid and its electrical infrastructure. A phasing plan, such as
 134 proposed, can assist in limiting such electrical impacts. Further, the requirement to install EVCS
 135 and EVSE should not amount to an electrical demand that is not commensurate with, or in
 136 relationship to, the overall electrical demand the facility needs, which appears to be a factor in
 137 this instance.
- 138 3. *The proposal puts the subject property to use in a reasonable manner.* This finding seeks to
 139 determine whether the requested deviation will put the property to use in a manner reasonably
 140 consistent with the standards set forth in the Code. In this case, the question is whether the
 141 requirement of 26 EVCS and 53 EVSE for a 528-space parking lot is too great and if it should be
 142 reduced to a number more suitable or consistent with the operations of a medical facility and its
 143 employees. The project parking supply is driven in part by operational needs of a laboratory
 144 facility that includes shift change overlap and transition periods where multiple personnel groups
 145 are on site at the same time to discuss and handoff information, specimens, processes and
 146 equipment to the next shift. As a result, the parking lot must be larger to accommodate the short
 147 duration overlap condition. With that said, the applicant's parking study evaluated anticipated
 148 demand based on the operational characteristics and applicable industry standards. Based on
 149 the analysis, parking demand for this proposed specialized medical facility is 435 spaces, which

would translate into 22 EV charging units if Roseville's formula were applied to demonstrate demand rather than the required parking space method. Planning Division staff finds the proposed eight EVCS and 22 EVSE puts the property to use in a reasonable matter.

4. *There are unique circumstances to the property which were not created by the landowner.* Since the adoption of the EV standards, Planning Division staff has not had to apply said requirements to a parking lot the size of the 2700 Snelling Avenue project. The largest, to-date has been the Rosedale Dick's Sporting Goods project that did receive a variance allowing the installation of six EV stalls, three Level 3 and three Level 2, for the 298-stall parking lot. Although a 528-stall parking lot could be considered typical of a 124,500 square foot medical office, research, laboratory, and warehousing facility, staff is of the opinion that the EV standards may need modification to adjust the required number of EVCS and EVSE for large, over 100 space parking lots that are not serving uses that cater to a more transient customer-base. Staff concluded the number of required EVCS and EVSE for the 2700 Snelling Avenue project could be "reasonably" reduced and still comply with the purpose and intent of the Code. There are other items to consider other than just sheer numbers of EV chargers. The applicant's electrical analysis indicates that at full compliance the EVCS would require 1,200 amps dedicated to EV charging infrastructure, versus an approximate 192 amps for the proposed phased approach. Such an increase in required amps requires additional investment in service size, distribution equipment, transformer capacity, switchgear, as well as associated site and building electrical improvements. The applicant's phased approach affords growth based on demand versus a large upfront investment and cost. It is also worth noting that least 18 major automakers have scaled back, delayed, or scrapped electric vehicle (EV) plans or models in the U.S. as of March 2026, driven by slowing demand and reduced incentives. The Planning Division concludes there are unique circumstances not created by the landowner allowing support for the requested variance.
5. *The variance, if granted, will not alter the essential character of the locality.* Much has been stated above regarding the unique use and its specialized parking demand, and need for a larger parking lot to accommodate shift change overlap. It is also understood the Planning Division needs to review and consider modifications to the EV requirements to more appropriately account for large parking lots and the users they serve. Although staff could strictly interpret the ordinance and not support the requested variance, the applicant has demonstrated, based on their use and parking demand, the City's one-size-fits-all approach for determining electric vehicle charging demand may not be appropriate, warranting a variance.

Public Comment

At the time this report was prepared, Planning Division staff had not received any comments or questions about the proposed reduction in electrical charging stations.

Staff Recommendation

Planning Division finds the applicant's request demonstrates practical difficulties to the extent intended by the zoning and would recommend the **Variance Board adopt a resolution approving a variance to Table 1013-2 and the regulations of §1013.04.D.2.d.1 of the City Code and in support of eight Level 2 dual-port EVSC when 26 would normally be required and 22 EVSE when 53 would normally be required for the 2700 Snelling Avenue** based on the content of this report and associated plans provided as attachments, public input, and Variance Board deliberation.

Requested Planning Commission Action

Adopt a resolution (Attachment 5) approving a variance to Table 1013-2 and the regulations of §1013.04.D.2.d.1 of the City Code and in support of eight Level 2 dual-port EVSC when 26 would normally be required and 22 EVSE when 53 would normally be required for the 2700 Snelling Avenue based on the content of this report and associated plans provided as attachments, public input, and Variance Board deliberation.

203 **Alternative Actions**

- 204 1. **Pass a motion to table the item for future action.** An action to table consideration of the
205 variance request must be based on the need for additional information or further analysis to
206 reach a decision on one or both requests. Tabling may require extension of the 60-day action
207 deadline established in Minn. Stat. 15.99 to avoid statutory approval.
- 208 2. **Adopt a resolution approving the requested variances.** An approval should be supported by
209 specific findings of fact based on the Variance Board's review of the application, applicable
210 zoning regulations, and the public record.

211

212 **Prepared by:** Thomas Paschke, City Planner

- Attachments:**
1. Base Map
 2. Aerial Photo
 3. Applicant Narrative & EV Plan
 4. TC2 Parking Study
 5. Resolution



Attachment 2: Planning File 25-016





800 LaSalle Ave, Suite 1250
Minneapolis, MN 55402

T 612 355 2600

March 11, 2026

Thomas Paschke
Senior Planner
City of Roseville, MN

RE: Medical Laboratory Project – Request for Revised EV Charging Compliance and Related Variance Relief

Mr. Paschke,

On behalf of Hempel Real Estate, we respectfully submit this narrative and supporting materials in support of a request to revise the project's EV charging compliance requirements based on verifiable parking demand and the unique operational characteristics of this facility, and, if necessary, for related variance relief, for the proposed medical laboratory project at 2700 Snelling Avenue in Roseville.

This project will redevelop a formerly improved office site with a new long-term employment use that is consistent with the City's Employment District vision. The redevelopment will replace an obsolete and demolished office complex with a modern two-story laboratory and office facility that supports specialized healthcare and laboratory functions, strengthens the City's employment base, and enhances the corridor through new building investment, site improvements, landscaping, screening, and updated circulation.

Thank you for your consideration of this request. We appreciate the City's continued collaboration as this project advances.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brandon Champeau', written in a cursive style.

Brandon Champeau
Executive Vice President



800 LaSalle Ave, Suite 1250
Minneapolis, MN 55402

T 612 355 2600

Proposed Project:

Hempel Real Estate proposes to develop a new 125,400 square foot, two-story build-to-suit medical research and laboratory facility on an approximately 12.48-acre site at 2700 Snelling Avenue in Roseville. The site is zoned E-1 Employment, and the proposed use is consistent with the district's intent and permitted employment-oriented uses.

The building will be occupied as a centralized medical laboratory and pathology facility. The program includes office, laboratory, receiving, storage, support, and mechanical areas necessary to accommodate specialized laboratory operations. The facility is intended to serve as a long-term employment anchor and will consolidate a significant number of skilled jobs in Roseville.

The project also includes associated site improvements, including surface parking, circulation, utilities, stormwater management, landscaping, and screening.

Variance Request:

The Applicant requests approval of a revised EV charging compliance plan for this project based on verifiable parking information and the specialized operational characteristics of this facility. Specifically, the request is to reduce the number of EV charging spaces required to be installed at project opening and to approve a phased approach to future EV-ready infrastructure. This request does not eliminate EV charging from the project. Rather, it aligns the timing and scale of installation with demonstrated demand while preserving the site's ability to expand EV charging in the future.

Based on the current ordinance parking count applied to this project, the site would be required to provide the following at full code compliance:

- Required parking spaces: 501
- Required installed EV charging spaces at opening: 25 Level 2 or greater EV charging spaces
- Required future EV-ready spaces: 50

For clarity, the Applicant's request addresses both the number of EV charging spaces installed at opening and the extent of future EV-ready infrastructure to be provided initially.

Requested Relief:

The Applicant requests approval of the following phased alternative compliance plan:

- Installed at opening: 8 EV charging spaces, served by 4 dual-port Level 2 chargers
- Future EV-ready spaces: 22
- Total immediate and future EV charging spaces: 30



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T 612 355 2600

The Applicant is also willing to install conduit, sleeves, and related supporting infrastructure necessary to facilitate efficient future expansion in a manner approved by the City. At least one installed charging space will be provided in an accessible configuration, or as otherwise required by applicable code.

Basis for Request / Practical Difficulties:

This request is not intended to avoid EV charging altogether. Rather, it is intended to align the timing and scale of installation with the actual operating characteristics of this facility, while preserving the site's ability to add more charging in the future.

1. The ordinance-based parking count overstates actual EV charging demand at opening.

This project's parking supply is driven in part by the specialized operational needs of a laboratory facility, including employee shift overlap and transition periods where multiple personnel groups are on-site at the same time for handoff of information, specimens, processes, and equipment. As a result, the parking field must accommodate short-duration peak overlap conditions that do not directly correlate to day-to-day EV charging demand.

The Applicant has commissioned a parking study to evaluate anticipated parking demand based on the facility's actual operational characteristics and applicable industry standards. That study is included with this application. Based on that analysis, the anticipated parking demand for the facility is 435 spaces, which would correspond to 22 EV charging spaces if the City's formula were applied to demonstrated demand rather than to the ordinance-derived parking count of 501 spaces.

In other words, the parking field for this project is sized in part to accommodate short-duration shift overlap and operational transition periods unique to a laboratory facility. That operational condition inflates the total stall count used by the ordinance formula, even though it does not create a comparable increase in actual opening-day EV charging demand.

2. Immediate installation of 25 chargers would materially exceed demonstrated opening-day demand.

Immediate installation of 25 EV charging spaces would materially exceed anticipated opening-day demand for this facility. The tenant has advised that it does not expect employee or visitor demand sufficient to regularly utilize that quantity of EV charging spaces at opening. The requested phased approach would still provide

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T 612 355 2600

meaningful EV charging on opening-day, but in a quantity more reasonably aligned with expected actual use.

The Applicant is not seeking to prohibit EV charging on-site. Instead, the Applicant is proposing to install a smaller number of chargers initially and preserve the ability to expand over time as vehicle adoption, employee demand, technology, and operating patterns evolve.

3. Full day-one installation would create a disproportionate electrical and cost burden.

Based on the project's current electrical planning, full day-one compliance would require a substantial increase in electrical infrastructure beyond what is otherwise needed to serve the building and the Applicant's proposed phased charging plan.

The Applicant's electrical analysis indicates that full code compliance would require approximately 1,200 amps of electrical service to be dedicated to EV charging infrastructure, compared with approximately 192 amps under the proposed phased approach. That increase would require additional investment in service sizing, distribution equipment, transformer capacity, switchgear, and associated site and building electrical improvements.

The estimated incremental cost of full day-one compliance exceeds \$480,000. The Applicant is not relying solely on cost as the basis for this request. Rather, the cost impact is one of several factors demonstrating that immediate full installation would be disproportionate to the project's actual opening-day demand and operational needs. A phased approach better aligns the infrastructure investment with demonstrated use while still preserving a clear path for future expansion.

4. A phased approach better advances the ordinance's purpose in a practical and cost-effective manner.

The Applicant understands and respects the City's policy objective of encouraging EV adoption and planning for future charging infrastructure. The proposed alternative does not eliminate that objective. Instead, it advances that objective in a manner that is practical for this specific project by:

- providing EV charging at opening;
- reserving additional future EV-ready locations on-site;
- installing conduit and related infrastructure to allow future expansion; and
- aligning additional installation with demonstrated user demand rather than requiring substantial over-installation at the outset.



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T 612 355 2600

This approach is particularly appropriate for a specialized laboratory facility where parking demand is influenced by employee shift overlap and operational transitions rather than by conventional office or retail parking patterns.

Proposed Phased EV Charging Compliance Plan:

Category	Installed at Opening	Future EV Locations / EV-Ready	Total
Ordinance Requirement Based on 501 Spaces	25	50	75
Parking Study-Based Calculation	22	44	66
Applicant Proposed Alternative	8	22	30

Additional Commitments:

To support future flexibility and continued coordination with the City, the Applicant is prepared to:

- install 4 dual-port Level 2 chargers serving 8 EV charging spaces at opening;
- identify and reserve 22 future EV-ready spaces on the site plan;
- install conduit, sleeves, and related supporting infrastructure for future expansion as reasonably approved by the City;
- locate the opening-day EV charging spaces in practical areas for employee and visitor use; and
- revisit future expansion if actual demand materially increases over time.

The EV charging provided on-site is intended primarily to serve building employees and visitors associated with this private facility, rather than to function as a public charging amenity.

Conclusion:

The requested relief is reasonable and justified by the unique operating characteristics of this facility, the distinction between ordinance-derived parking counts and demonstrated parking demand, and the disproportionate infrastructure burden associated with full day-one installation.

The Applicant's proposal still advances the City's EV planning goals by providing charging at opening, reserving future EV-ready spaces, and preserving a practical path for future



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T 612 355 2600

expansion. It represents a balanced, site-specific solution that responds to both present demand and future flexibility.

For these reasons, the Applicant respectfully requests approval of the proposed revised compliance plan and any related variance relief determined necessary by the City.

I hereby certify that this plan, specifications or report was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.

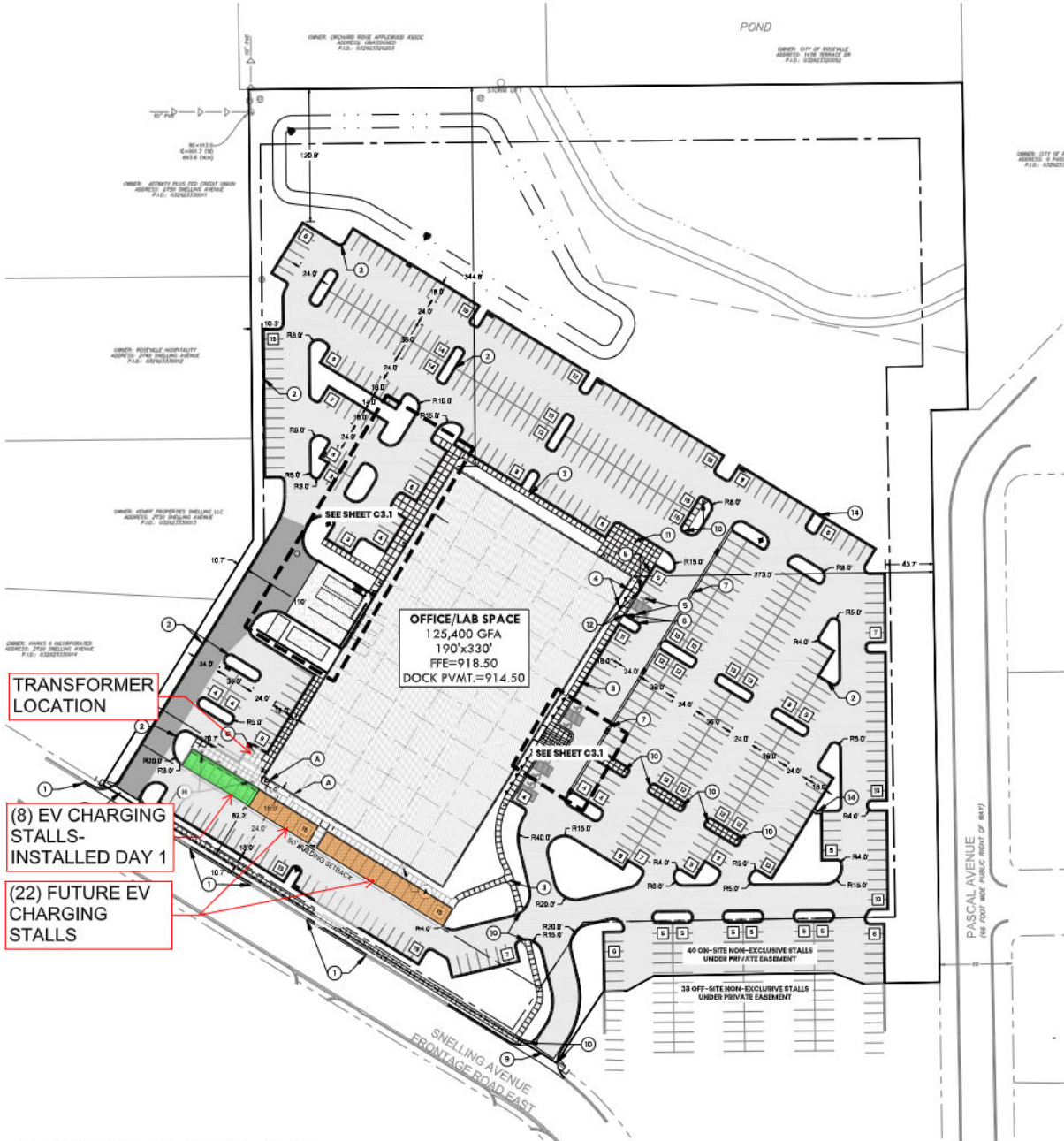
Patrick Morreau, PE
Date: XXXXXX Lic. No.: 59735

Rev.	Date	Description
10.30.2025		PCVD SUBMITTAL
12.09.2025		PRICING SET
3.09.2026		PRICING PERMIT SET

Project #: 26-102
Drawn By: PM
Checked By: JH
Issue Date: 03.08.2025
Sheet Title:

SITE PLAN

Sheet:
C3.0



LEGEND

- PROPOSED**
- PROPERTY BOUNDARY
 - SETBACK LINE
 - RIGHT OF WAY LINE
 - - - EASEMENT
 - STANDARD CURB AND GUTTER
 - HEAVY DUTY BITUMINOUS PAVEMENT
 - LIGHT DUTY BITUMINOUS PAVEMENT
 - CONCRETE SIDEWALK
 - HEAVY DUTY CONCRETE PAVEMENT
 - SHARED PARKING EASEMENT AREA
 - FENCE
 - RETAINING WALL (BY OTHERS)
 - TRAFFIC SIGN
 - LIGHT POLE

DEVELOPMENT SUMMARY

ZONING INFORMATION
CURRENT SITE ZONING: EMPLOYMENT (E-1) DISTRICT
PROPOSED LAND USE(S):
OFFICE
LAB, RESEARCH, & TESTING
LIMITED WAREHOUSING AND DISTRIBUTION

SITE DATA
TOTAL SITE AREA: 12.3 ACRES

IMPERVIOUS AREA:	EXISTING		PROPOSED	
	8.0 ACRES (65%)	8.0 ACRES (65%)	6.8 ACRES (55.3%)	6.8 ACRES (55.3%)
REQUIRED				
<9.20 ACRES (75% MAX.)				

PARKING SPACES:

OFFICE (37,820 SF / 250 SF):	150	
LAB (50,180 SF / 250 SF):	201	
WAREHOUSE (37,820 SF / 2,000 SF):	150	
TOTAL:	501 SPACES	532 SPACES
		(W/ SHARED = 610 SPACES)

BUILDING SETBACKS

FRONT:	1'8" MAX.	82.2'
WEST SIDE:	10' MIN.	120.7'
EAST SIDE:	40' MIN.	273.5'
REAR:	50' MIN.	344.8'

PARKING SETBACKS

FRONT:	5' MIN.	10.7'
WEST SIDE:	10' MIN.	10.7'
EAST SIDE:	40' MIN.	43.7'
REAR:	50' MIN.	120.8'

PROPOSED VARIANCE(S):
FRONTAGE REQUIREMENT: AT LEAST 70% OF STREET FRONTAGE SHALL BE OCCUPIED BY BUILDING FACADES WITHIN 85' OF THE FRONT LOT LINE
BY CODE (E3): 70% x 484' = 339' OF FRONT FACADE LENGTH
PROPOSED: 192' OF FRONT FACADE LENGTH (39.7% FRONTAGE)

KEYNOTES

- 1 MATCH EXISTING
- 2 B6-12 CURB & GUTTER
- 3 CONCRETE SIDEWALK
- 4 ADA SIGNAGE & BOLLARDS - SEE CIVIL DETAILS
- 5 ADA PARKING STRIPING - SEE CIVIL DETAILS
- 6 CURB TRANSITION
- 7 VALLEY GUTTER
- 8 STOP SIGN
- 9 COMMERCIAL DRIVE APRON
- 10 ADA CURB RAMP - SEE CIVIL DETAILS
- 11 PATIO
- 12 FLUSH CURB
- 13 DECORATIVE BOLLARDS
- 14 CURB FLUME

- DESIGN BY OTHERS**
- A ARCHITECTURAL STOOP - COORDINATE WITH STRUCTURAL
 - B LIGHT POLE WITH FOUNDATION
 - C GENERATOR
 - D BULK NITROGEN TANK
 - E RETAINING WALL WITH RAILING
 - F METAL STAIR/ TRASH & RECYCLING PLATFORM
 - G ELECTRIC TRANSFORMER - SEE MEP
 - H ELECTRIC CHARGING STATION - SEE MEP





PARKING STUDY

To: Brandon Champeau, Executive VP - Development
Hempel Companies

From: Matt Pacyna, PE, Principal
Transportation Collaborative & Consultants, LLC

Date: March 25, 2026

Subject: 2700 Snelling Ser Drive Redevelopment Parking Study; Roseville, MN

INTRODUCTION

TC2 conducted a parking study for the proposed redevelopment at 2700 Snelling Ser Drive in Roseville, MN. The existing office building would be replaced by a 125,000 square foot specialty medical office building with a combination of laboratory, research / testing, office, and warehousing uses. Since the proposed land use is relatively unique, the purpose of this study is to identify the anticipated parking demand for the site. Thus, the following information summarizes the parking study process and findings.

PARKING REVIEW

The following characteristics of the proposed redevelopment were considered as part of the parking review process.

- 125,000 square feet of Gross Floor Area (GFA)
- Total of ~700 employees at day of opening and ~820 employees at full capacity
- Maximum employees on site at any one time: ~550 employees
- Hours of operations: 24-hours per day / 7-days per week
- Shift changes at 7 a.m., 3 p.m., and 11 p.m.

To estimate the parking demand for the proposed redevelopment, the *Institute of Transportation Engineers (ITE) Parking Generation Manual* was utilized, which is an industry standard and based on actual data collected at similar uses. The ITE data is considered most comparable to market conditions as it is updated regularly and the fact that City Code requirements are not updated as often. Given the unique characteristics of the site, a range of land use and variable (i.e., building size and employee) data was reviewed and averaged to provide confidence in the overall parking demand estimates. Note that the average and 85th percentile parking demand were identified; the 85th percentile represents the peak parking demand at most sites and helps minimize the overbuilding of parking.

Results of the parking demand assessment, which is illustrated in [Table 1](#), identified the following key takeaways.

- 1) The average and 85th percentile parking demand for the proposed redevelopment is estimated to range from 339 to 435 parking spaces and from 456 to 550 spaces, respectively.
- 2) The peak parking demand for the proposed redevelopment is expected to occur between 10 a.m. and 2 p.m. on a typical weekday (i.e., Tuesday through Thursday).
- 3) To account for shift change and the perception of inadequate parking, an additional five (5) percent of parking spaces could be considered. However, this analysis does not consider the potential for alternative mode trips (i.e., walk, bike, transit), which could lower the overall parking demand.

- 4) If the proposed parking supply does not meet the estimated parking demand, additional parking management strategies and / or operational changes could be considered. These could include adjusting employee work schedules / shift change staffing levels and times, providing incentives for employees to utilize alternative modes (i.e., walk, bike, or transit), and / or illustrating proof of parking that the site could accommodate additional parking spaces, if needed.

Table 1 ITE Parking Summary

Land Use (ITE Code) - Variable	Rates (Average to 85 th Percentile)	Variable	ITE Parking Demand	
			Average	85 th Percentile
General Office (710) - Employee	0.79 to 1.00 spaces per Emp.	550 Employees	435 spaces	550 spaces
General Office (710) - SF	1.95 to 2.98 spaces per KSF	125,400 SF	245 spaces	374 spaces
Medical-Dental Office (720) - SF	2.63 to 4.28 spaces per KSF		330 spaces	537 spaces
Research / Development (760) - SF	2.56 to 2.77 spaces per KSF		321 spaces	347 spaces
Clinic (630) - SF	3.67 to 4.52 spaces per KSF		460 spaces	567 spaces
Square Feet Approach Average	2.70 to 3.64 spaces per KSF	125,400 SF	339 spaces	456 spaces
Proposed Redevelopment ITE Parking Demand Range			339 to 435 spaces	456 to 550 spaces

SF – Square Feet KSF – 1,000 Square Feet

CONCLUSIONS

Based on the methods reviewed as part of this study, the proposed redevelopment should provide a minimum of 528 parking spaces. This represents the 85th percentile parking demand using an average of the two ITE methods, as well as an additional five (5) percent to account for shift change and the perception of inadequate parking. Note that additional parking supply beyond the minimum amount identified could be provided, if / when desired.

**EXTRACT OF MINUTES OF MEETING OF THE
VARIANCE BOARD OF THE CITY OF ROSEVILLE**

Pursuant to due call and notice thereof, a regular meeting of the Variance Board of the City of Roseville, County of Ramsey, Minnesota, was held on the 1st day of April 2026, at 5:30 p.m.

The following Members were present: _____
and none were absent.

Variance Board Member _____ introduced the following resolution and moved its adoption:

VARIANCE BOARD RESOLUTION NO. ____

A TABLE 1013.04-2. MINIMUM NUMBER OF REQUIRED ELECTRIC VEHICLE CHARGING STATIONS (EVCS) AND §1013.04D2d1 REGARDING THE REQUIRED NUMBER OF ELECTRICAL VEHICLE SERVICE EQUIPMENT (EVSE) REQUIRED FOR THE 528-STALL PARKING LOT ASSOCIATED WITH THE PROPOSED 125,400 SQUARE FOOT MEDICAL OFFICE, RESEARCH, AND LABORATORY FACILITY AT 2700 SNELLING AVENUE (PF26-005).

WHEREAS, the subject property is assigned Ramsey County Property Identification Number 03-29-23-33-0026, and is legally described as follows:

Lot 1, Block 1, Venture 4th Addition

WHEREAS, Table 1013.04-2 states the following:

Non-residential land uses: 5% of required parking spaces, of which at least one shall be accessible, as Level 2 or greater

WHEREAS, §1013.04.D.2.d.1 states the following:

New Non-Residential and Multiple-Family Residential Land Uses (5 or more units per building): all new parking areas shall provide electric vehicle supply equipment (EVSE) with the electrical capacity necessary to accommodate the future hardwire installation of EVCS as Level 2 or greater for a minimum of 10% of required parking spaces.

WHEREAS, the proposed 124,500 sq. ft. medical office, research, laboratory, and warehousing facility has required parking of 532 spaces, which is required by Code to provide 26 EVCS and 53 EVSE; and

WHEREAS, the proposal seeks the installation of 8 dual-port EVCS and 22 EVSE, and

WHEREAS, City Code §1009.04 (Variances) states the purpose of a variance is "to permit adjustment to the zoning regulations where there are practical difficulties applying to a parcel of land or building that prevent the property from being used to the extent intended by the zoning" and establishes a mandate that the Variance Board make five additional affirmative findings, about a variance request as a prerequisite for approving the variance. and

WHEREAS, the Variance Board makes the following findings:

- a. **The proposal is consistent with the Comprehensive Plan.** The Variance Board has determined the proposal is generally consistent with the Comprehensive Plan because it

represents a sustainable investment promoted by the Comprehensive Plan's goals and policies, specifically the Resilience and Environment chapter and those goals addressing a reduction in greenhouse gas emissions.

- b. The proposal is in harmony with the purpose and intent of the zoning ordinance.** With respect to this requested variance, the Variance Board finds the proposal is in harmony with the purpose and intent of the EV standards, which are to “facilitate and encourage the use of electric vehicles, to expedite the establishment of a convenient, cost-effective electric vehicle charging infrastructure, and establish minimum requirements for electric vehicle parking spaces and charging infrastructure to serve both short and long-term parking needs.” Unlike Rosedale, and specifically the Dick’s Sporting Goods project at Rosedale that also received a variance for electric charging stations, a private business with a stable, consistent employment base likely does not have the same demand for EV charging stations given the non-transient nature of the vehicles using the parking lot. Although there is a need for EV charging stations, the demand for said chargers is reduced.

The Planning Division has previously stated with the Rosedale EV charging variance that it believes reasonable implementation should consist of every site installing a share of EV charging equipment and offering choices for said charging. As the ordinance is being more widely implemented it is becoming clear that a one-size-fits-all approach may not be appropriate. With that said, the Variance Board have determined the proposed medical office’s proposal to install eight EVCS and the 22 hard-wired EVSE is appropriate. The smaller number of EVCS and EVSE affords future expansion over time as employee demand, technology, operating patterns, and vehicle adoption evolve.

There are also external factors that play a role in supporting EV chargers that are not Code based. Although no analysis has been completed on the ability of the subject area not being able to supply the necessary electrical infrastructure, there is only so much electricity that can be produced or provided to a given locality. Large amounts of EV chargers in one given area have the potential to strain the local grid and its electrical infrastructure. A phasing plan, such as proposed, can assist in limiting such electrical impacts. Further, the requirement to install EVCS and EVSE should not amount to an electrical demand that is not commensurate with, or in relationship to, the overall electrical demand the facility needs, which appears to be a factor in this instance.

- c. The proposal puts the subject property to use in a reasonable manner.** This finding seeks to determine whether the requested deviation will put the property to use in a manner reasonably consistent with the standards set forth in the Code. In this case the question, in essence, is whether the requirement of 26 EVCS and 53 EVSE for a 528-space parking lot is too great and as such should be reduced to a number more suitable or consistent with the operations of medical facility and its employees.

The project parking supply is driven in part by operational needs of a laboratory facility that includes shift change overlap and transition periods where multiple personnel groups are on site at the same time to discuss and handoff information, specimens, processes and equipment to the next shift. As a result, the parking lot must be larger to accommodate the short duration overlap condition.

With that said, the applicant’s parking study evaluated anticipated demand based on the operational characteristics and applicable industry standards. Based on the analysis, parking

demand for this proposed specialized medical facility is 435 spaces, which would translate into 22 EV charging units if Roseville's formula were applied to demonstrate demand rather than the required parking space method.

The Variance Board finds the proposed eight EVCS and 22 EVSE puts the property to use in a reasonable matter

- d. There are unique circumstances to the property which were not created by the landowner.** Since the adoption of the EV standards, Planning Division staff has not had to apply said requirements to a parking lot the size of the 2700 Snelling Avenue project. The largest, to-date has been the Rosedale Dick's Sporting Goods project that did receive a variance allowing the installation of six EV stalls, three Level 3 and three Level 2, for the 298-stall parking lot.

Although a 528-stall parking lot could be considered typical of a 124,500 square foot medical office, research, laboratory, and warehousing facility, staff is of the opinion that the EV standards may need modification to adjust the required number of EVCS and EVSE for large, over 100 parking space parking lots that are not serving uses that cater to a more transient customer-base. Staff concluded the number of required EVCS and EVSE for the 2700 Snelling Avenue project could be "reasonably" reduced and still comply with the purpose and intent of the Code.

There are other items to consider other than just sheer numbers of EV chargers. The applicant's electrical analysis indicates that at full compliance the EVCS would require 1,200 amps dedicated to EV charging infrastructure, versus an approximate 192 amps for the proposed phased approach. Such an increase in required amps requires additional investment in service size, distribution equipment, transformer capacity, switchgear, as well as associated site and building electrical improvements. The applicant's phased approach affords growth based on demand versus a large upfront investment and cost.

It is also worth noting that least 18 major automakers have scaled back, delayed, or scrapped electric vehicle (EV) plans or models in the U.S. as of March 2026, driven by slowing demand and reduced incentives.

Given the above analysis, the Variance Board concludes there are unique circumstances not created by the landowner allowing support for the requested variance.

- e. The variance, if granted, will not alter the essential character of the locality.** Much has been stated above regarding the unique use and its specialized parking demand, and need for a larger parking lot to accommodate shift change overlap. It is also understood the Planning Division needs to review and consider modifications to the EV requirements to more appropriately account for large parking lots and the users they serve. Although staff could strictly interpret the ordinance and not support the requested variance, the applicant has demonstrated, based on their use and parking demand, the City's one-size-fits all approach for determining electric vehicle charging demand may not be appropriate, warranting a variance.

NOW THEREFORE BE IT RESOLVED, by the Roseville Variance Board, hereby approves the requested Variance from Table 1013.04-2 and §1013.04.D.2.d.1 allowing the reduction in required EVCS to 8 and a reduction in required EVSE to 22 for the medical office, research, laboratory, and warehousing facility at 2700 Snelling Avenue, based on the Variance Board's review of the submitted plans, the testimony offered at the public hearing, and the above findings.

The motion for the adoption of the foregoing resolution was duly seconded by Variance Board Member _____ and upon vote being taken thereon, the following voted in favor: Members _____; and none voted against;

WHEREUPON said resolution was declared duly passed and adopted.

Variance Board Resolution No. ___ – 2700 Snelling Avenue (PF26-005)

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 Roseville Variance Board held on the 1st day of April 2026.

WITNESS MY HAND officially as such Manager this 1st day of April, 2026.

Patrick Trudgeon, City Manager

SEAL

EXTRACT OF THE DRAFT APRIL 1, 2026, VARIANCE BOARD MEETING MINUTES**1 a. PLANNING FILE 26-005**

2 Request by Hempel Real Estate, in Cooperation with 2700 Snelling Avenue LLC, for a
3 Variance from Table 1013.04-2, Minimum Number of Required Electric Vehicle
4 Charging Stations (EVCS) and §1013.01.D.2.1 Regarding the Required Number of
5 Electric Vehicle Service Equipment (EVSE) (PF26-005).

6 City Planner Paschke reviewed the variance request for this property, as detailed in the staff
7 report dated April 1, 2026.

8 Mr. Paschke explained that the request relates to redevelopment at 2700 Snelling Avenue,
9 where an office building and parking structure have been removed, and the site is being
10 prepared for new construction. He noted that the City adopted standards in March 2023
11 requiring a minimum number of electric vehicle charging stations and supporting
12 infrastructure based on parking capacity, which apply to this project.

13 Mr. Paschke stated that the site is planned to include approximately 528 parking stalls, which
14 would require 26 charging stations and 53 pieces of supporting electrical infrastructure under
15 the ordinance. However, the applicant has proposed a reduced number of charging stations
16 and service equipment installations based on operational needs, including 8 charging stations
17 and 22 service equipment installations. He explained that staff reviewed the request against
18 variance criteria and determined the proposal meets the standards, noting that the
19 requirement may be excessive given the nature of the site, its private use, and infrastructure
20 considerations. He added that staff supports the variance, concluding it remains consistent
21 with the intent of the ordinance while allowing reasonable use of the property.

22 Member Cyra asked for clarification on how the city envisioned evaluating and potentially
23 adjusting the electric vehicle charging ordinance adopted in 2023. He referenced language
24 indicating a “wait and see” approach. He inquired whether adjustments were expected to
25 occur through the variance process or through future review and revisions by the City
26 Council.

27 Mr. Paschke explained that the “wait and see” approach relies on real projects coming
28 forward, as the City cannot fully understand how the ordinance functions until it is applied to
29 actual developments. He noted that project size and context vary, and while smaller projects
30 have generally met the requirements without issue, larger developments can present
31 challenges.

32 Mr. Paschke stated that the variance process serves as a key tool for evaluating how the
33 ordinance performs in practice. He indicated that, after reviewing several variance requests,
34 the City can better assess whether adjustments are needed, particularly for larger sites with
35 extensive parking. He added that recent cases, including the Rosedale project and the current
36 proposal, provide useful benchmarks for considering future modifications to the ordinance.

37 Ms. Gundlach added that evaluating the ordinance requires real-world application through
38 projects, especially since few cities had comparable EV charging requirements in place when
39 the ordinance was adopted. She explained that the City implemented the standards
40 proactively, with few external examples to guide it.

41 Ms. Gundlach noted that while the City could revise the ordinance rather than grant
42 variances, doing so could delay projects as staff studies potential changes. She stated that
43 relying on the variance process allows projects to move forward in the short term while the
44 City gathers information to inform future adjustments.

45 Member Campbell Jensen commented on the growth of electric vehicle adoption, noting that
46 Minnesota has seen an increase from approximately 2.3% to 8% in recent years, with
47 national figures around 10%. She stated that, given these trends, she found the proposed
48 reduction in ordinance requirements significant and expressed concern that the reduced
49 number of charging spaces may not adequately meet future demand.

50 Member Campbell Jensen indicated that, in her view, a percentage closer to 10% of parking
51 capacity would be more appropriate, particularly for a site with multiple shifts, where
52 employees may need to charge vehicles during the workday. She acknowledged the
53 importance of supporting business development but emphasized the need to balance that with
54 long-term infrastructure needs.

55 Member Campbell Jensen also noted limitations in alternative transportation options in the
56 area, stating that public transit access is limited and that walking or biking may not be
57 practical for many people, particularly during winter months.

58 Chair Aspnes stated that she has some reservations about the proposal, noting that the
59 ordinance imposes a higher requirement than the applicant is requesting. She referenced a
60 discussion in the presentation about potential future expansion and asked whether it referred
61 to adding more active charging stations over time.

62 Chair Aspnes indicated her understanding that the proposal includes a smaller number of
63 installed charging stations, with additional infrastructure in place to allow more units to be
64 brought online later, and sought confirmation that this interpretation was correct.

65 Mr. Paschke clarified that the proposal does not include plans to add additional electrical
66 service equipment beyond what has been proposed for the site.

67 Chair Aspnes asked whether the total number of electric vehicle charging-related spaces
68 would be capped at 30 under the proposal. She also asked who would determine when the
69 additional 22 pre-wired spaces would be activated, given the ordinance's current structure.

70 Mr. Paschke explained that the property owner or operator would decide whether to activate
71 additional charging stations. He noted that as demand increases, they would install additional
72 charging stations using the pre-wired infrastructure.

73 Chair Aspnes sought confirmation that the decision to install additional charging stations
74 would be within the applicant's control.

75 Mr. Paschke confirmed that, as a private business, the applicant would control when
76 additional charging stations are installed. He explained that if employee demand increases,
77 the applicant could add more chargers using the pre-installed infrastructure to bring
78 additional stations online.

79 Chair Aspnes stated that the proposal includes eight active charging stations with the
80 potential for 22 additional units. Still, they noted that those additional stations may never be
81 installed, and asked for confirmation of that understanding.

82 Member Cyra asked for clarification on the appeals process, specifically whether the
83 applicant could appeal a denied variance to the City Council within 10 days. He also inquired
84 about the timeline for when the City Council would consider such an appeal and make a
85 decision.

86 Mr. Paschke stated that while he was not certain of the exact language of the ordinance, his
87 understanding is that the City Council would need to consider the appeal within
88 approximately 30 days. He added that the intent would be to bring the matter before the
89 Council as quickly as possible.

90 Chair Aspnes asked whether the applicant had any comments.

91 Mr. Josh McKinney, representing the applicant as a consultant, stated that he understood
92 concerns about the significant reduction from ordinance requirements to the proposed
93 number of charging stations. He explained that there are technical and infrastructure
94 limitations that impact the project, particularly for a site of this size.

95 Mr. McKinney noted that each charging station requires substantial electrical capacity, and
96 meeting the full ordinance requirement would necessitate a transformer comparable to
97 powering the entire facility. He indicated that the site does not currently have sufficient
98 electrical capacity to support that level of demand and that coordination with the utility
99 provider has been limited. He added that, working with engineering consultants, the team
100 developed a plan to initially install eight charging stations, with infrastructure in place for an
101 additional 22, while still maintaining adequate power for the building overall.

102 Member Campbell Jensen acknowledged the applicant's explanation regarding electrical
103 capacity constraints but emphasized the broader importance of expanding energy
104 infrastructure. She cited examples of solar installations, such as those at the University of
105 Minnesota and a local church, noting that alternative energy solutions can help meet
106 electrical demand, even though they may pose challenges for grid integration.

107 Member Campbell Jensen expressed her longstanding concern about climate issues and
108 stated that increasing support for electric vehicles is an important step toward a more
109 sustainable future. She indicated that, while she understands the project's limitations, she is
110 inclined to support stronger encouragement of EV infrastructure in line with the City's
111 ordinance.

112 Chair Aspnes asked about the placement of the electric vehicle charging stalls, noting that
113 they are located near the front of the building. She confirmed that the green stalls represent
114 those to be installed initially and the orange stalls represent future installations.

115 Chair Aspnes then asked for clarification on the reasoning behind this location and who is
116 primarily expected to use those charging spaces.

117 Mr. McKinney explained that the charging stations are intended for use by employees of the
118 facility, which is a private medical research lab. He noted that the site is not designed to
119 function as a public charging location.

120 Chair Aspnes clarified that she was asking whether the facility would have frequent foot
121 traffic, rather than about public access to the charging stations.

122 Mr. McKinney stated that the facility is expected to operate primarily on employee shifts
123 rather than with frequent visitor traffic. He indicated that it would not function as a high-
124 turnover or transient-use site.

125 Mr. McKinney also explained that the charging stations are located near the front of the
126 building because they are positioned as close as possible to the electrical room. He noted that
127 minimizing the distance for electrical runs helps reduce costs associated with installing the
128 charging infrastructure.

129 Chair Aspnes acknowledged that practical considerations drive the placement of the charging
130 stations. She contrasted the project with a previous variance request for Dick's Sporting
131 Goods, noting that retail locations experience more transient traffic with customers coming
132 and going who may use charging stations during visits. She clarified that, unlike a retail
133 setting, this facility is not expected to have regular visitor traffic and instead primarily serves
134 employees.

135 Mr. McKinney clarified that the facility is not expected to have a significant number of
136 visitors. He explained that there is no operational need for large numbers of people coming
137 and going, and that activity at the site will primarily involve employees.

138 Chair Aspnes confirmed that the charging stations are intended for employee use and asked
139 whether eight initial stations would be sufficient. She also requested clarification on the total
140 number of parking spaces used in the project calculations.

141 Mr. McKinney stated that the parking study identified approximately 528 parking spaces for
142 the site, including some overlap due to shift changes. He explained that the proposed number
143 of eight initial charging stations is based on data from the tenant's existing facilities,
144 reflecting current usage patterns with an added allowance for future growth.

145 Chair Aspnes asked what process would be used to determine when, or if, the additional 22
146 charging stations would be brought online.

147 Mr. McKinney explained that the decision to bring additional charging stations online would
148 be driven by employee demand. He noted that if the existing stations are consistently full and
149 employees express the need for more, the additional pre-wired stations could be activated.

150 Chair Aspnes asked whether the employer has a formal process in place to monitor demand
151 and determine when additional charging stations should be installed.

152 Mr. McKinney stated that, based on his discussions, the employer has established processes
153 for gathering employee feedback and making decisions about facilities. While he is not
154 directly involved in those internal operations, he indicated that the organization appears to
155 have a structured approach to assessing demand and determining when additional charging
156 stations would be needed.

157 Chair Aspnes expressed concern that, while the proposal includes infrastructure for additional
158 charging stations, only eight would be installed initially, and the remaining 22 may never be

159 activated. She noted that although the electrical infrastructure would be in place, there is no
160 requirement to ensure that those additional stations would be brought online, meaning the
161 approval could effectively result in only eight active charging spaces.

162 Mr. McKinney confirmed that the electrical infrastructure and capacity for the additional 22
163 charging stations would be installed upfront. He explained that the actual installation of those
164 stations would occur later and would be driven by on-site demand.

165 Chair Aspnes asked for confirmation that the necessary electrical capacity would be installed
166 upfront, so that additional charging stations could be added later without requiring further
167 upgrades or approvals.

168 Mr. McKinney confirmed that the project would include the required electrical capacity up
169 front, allowing additional charging stations to be added in the future without further major
170 upgrades. He noted that meeting the full ordinance requirement would present significant
171 technical and cost challenges, particularly related to electrical capacity and infrastructure,
172 which could involve substantial expenses.

173 Chair Aspnes asked whether it would be possible to install an additional transformer to
174 support more charging capacity.

175 Mr. McKinney explained that installing an additional transformer would be extremely costly,
176 likely in the hundreds of thousands of dollars. He noted that this level of expense raises
177 significant concerns about the project's overall financial feasibility.

178 Mr. Dan Gleason, representing the prospective tenant, explained that the facility will be an
179 employee-focused operation and not open to the public. He noted that most employees who
180 drive electric vehicles are expected to have home charging, meaning on-site charging would
181 be a supplemental convenience rather than a primary need.

182 Mr. Gleason stated that the tenant typically does not provide charging stations at its other
183 facilities and initially did not believe they were necessary for this site. He emphasized that
184 the facility's primary focus is supporting its medical operations, including managing
185 electrical capacity for core functions. He added that while the parking supply is strong, actual
186 usage may vary due to shift changes, and the proposed number of charging stations reflects
187 anticipated employee demand rather than broader public use.

188 Chair Aspnes asked Mr. Paschke whether the ordinance considered differences between retail
189 uses, which tend to have more transient users, and private commercial or employee-based
190 uses. She specifically inquired whether that distinction was discussed during the development
191 of the ordinance.

192 Mr. Paschke stated that the ordinance did not specifically distinguish between retail or
193 transient uses and private, employee-based operations. He noted that, at the time the
194 ordinance was developed between 2022 and 2023, there was limited data and few
195 comparable examples available to guide the development of those distinctions.

196 Mr. Paschke added that more information and case studies may now be available to help
197 refine the ordinance, but researching and implementing those changes would take time.

198 Chair Aspnes stated that when considering variance requests, she evaluates whether the
199 outcome will improve, worsen, or have no impact. She noted that, in this case, the proposal
200 would result in eight new charging stations where none currently exist, which she viewed as
201 a positive outcome.

202 Chair Aspnes added that there is also potential for 22 additional stations in the future if
203 demand increases, further supporting the proposal's benefits compared to having no charging
204 infrastructure at all.

205 Chair Aspnes opened and closed public comment at approximately 7:09 p.m.

206 Member Cyra reviewed the variance criteria and stated that he agreed the proposal is
207 consistent with the comprehensive plan, represents a reasonable use of the property, and
208 would not alter the essential character of the locality. However, he expressed concern about
209 the criteria related to alignment with the zoning ordinance's intent and the presence of unique
210 circumstances.

211 Member Cyra indicated that the ordinance is relatively recent and clearly established, and
212 questioned whether it is appropriate for the variance board to apply it effectively. He
213 suggested that revisiting or modifying the ordinance would be more appropriately handled by
214 the Planning Commission and City Council. He also noted that, while denying the variance
215 could delay the project, the City has the option to reevaluate or revise the ordinance through
216 its formal legislative process.

217 Member Campbell Jensen added that, based on information she reviewed on the City of
218 Roseville website, the ordinance aligns with broader state-level actions. She noted that in
219 March 2023, the Minnesota State Legislature approved adding EV charging requirements to
220 the State Building Code for commercial and multifamily properties with on-site parking. She
221 indicated that, at the time, additional guidance from the Minnesota Department of Labor and
222 Industry was expected and suggested that more up-to-date information or research may now
223 be available to help inform future decisions regarding EV charging requirements.

224 Ms. Gundlach provided additional background, explaining that the City has been waiting for
225 the Minnesota Department of Labor and Industry to release guidance on how EV charging
226 requirements may be incorporated into the State Building Code. She noted that a Technical
227 Advisory Committee has been convened to study the issue, but no final determinations have
228 been made.

229 Ms. Gundlach stated that any future recommendations from the state could be considered
230 when the city revisits its ordinance, with the Planning Commission leading that review and
231 staff providing technical support.

232 **MOTION**

233 **Member Aspnes moved, adoption of Variance Board Resolution No. 179 (Attachment**
234 **5), entitled "A Table 1013.04-2. Minimum Number of Required Electric Vehicle**
235 **Charging Stations (EVCS) and §1013.04D2D1 Regarding the Required Number of**
236 **Electrical Vehicle Service Equipment (EVSE) Required for the 528-Stall Parking Lot**

237 **Associated with the Proposed 125,400 Square Foot Medical Office, Research, and**
 238 **Laboratory Facility at 2700 Snelling Avenue (PF26-005).”**

239 Chair Aspnes stated that both the applicant and staff presented a reasonable case for
 240 approving the variance, particularly given the unusually large size of the parking lot and the
 241 employee-based nature of the site. She indicated that requiring the full number of charging
 242 stations under the ordinance did not seem reasonable in this context and viewed the proposal
 243 for eight initial stations, with the potential for 22 more, as a practical compromise and an
 244 improvement over having none.

245 Chair Aspnes noted that broader concerns about the ordinance should be addressed through
 246 future discussions with the Planning Commission and City Council, which would take time.
 247 She encouraged the applicant to remain responsive to employee demand and consider
 248 activating additional stations if needed.

249 Chair Aspnes asked if there was a second to the motion. There was not a second.

250 Ms. Gundlach stated that the motion failed for lack of a second. She noted that staff had
 251 recommended approval of the variance and that, if the Commission intends to deny the
 252 request, a motion should be made with clearly stated findings to support the denial for the
 253 record.

254 **MOTION**

255 **Member Cyra moved, seconded by Member Campbell Jensen, denying the variance**
 256 **(PF26-005).”**

257 Member Cyra stated that his reason for moving to deny the variance was that he does not
 258 believe the request meets the five required criteria for approval.

259 Chair Aspnes asked whether the motion for denial should include more specific findings,
 260 particularly identifying which criteria the request fails to meet.

261 Mr. Paschke indicated that it would be appropriate to specify which criteria are not being
 262 met, so that the record clearly reflects the basis for denying the variance.

263 Member Cyra elaborated that, in his view, the proposal does not meet specific variance
 264 criteria. He stated that, for the criterion related to unique circumstances, he does not believe
 265 the property qualifies, as it is a new development and is not constrained in a way that would
 266 prevent compliance with the code.

267 Member Cyra also stated that the proposal does not align with the zoning ordinance's intent,
 268 noting that the ordinance clearly establishes requirements for electric vehicle charging
 269 infrastructure that the request does not meet.

270 **Ayes: 2**

271 **Nays: 1 (Aspnes)**

272 **Motion carried.**

273 Chair Aspnes stated that the variance board's decision is final unless an appeal is filed within
 274 10 days. She explained that the applicant may submit an appeal, or any Roseville property
 275 owner may, and that it must be filed in writing with the City Manager by noon on April 13,
 276 2026, to be heard by the City Council.

Thomas Paschke

From: Josh McKinney <jmckinney@measuregrp.com>
Sent: Wednesday, April 1, 2026 7:36 PM
To: Thomas Paschke
Cc: Brandon Champeau
Subject: Variance Board Appeal

Good evening, Thomas-

On behalf of Hempel Real Estate and the proposed tenant of the facility, please consider this email our request for an appeal to the variance board's decision this evening.

Our appeal is based on numerous technical, procedural, and market driven factors.

We look forward to discussing further with you and City staff in the coming days, and presenting our appeal and it's merits to City Council as soon as possible. Please advise when the next available opportunity to meet with Council would be.

Thank you for your assistance to date. We look forward to working with you as this issue is resolved.

Thanks,

Josh



Josh McKinney, PLA
Founder & Principal
Phone: 612-440-0934
Mobile: 605-310-9766
jmckinney@measuregrp.com

44 WHEREAS, on May 4, 2026, a public meeting was held before the City Council, acting as the
45 Board of Adjustment and Appeals to hear the appeal and issue a decision.

46
47 NOW, THEREFORE, BE IT RESOLVED, that the Board of Adjustment and Appeals of the
48 City of Roseville finds as follows:

49 1. The Board (denies/grants) the Appeal of the Variance Board pertaining to variances
50 to electric vehicle charging requirements in Zoning Code Table 1013.04-2 and
51 Section 1013.04.D.2.d.1, to: 1) allow eight (8) EV-equipped (EVCS) stalls where the
52 zoning code requires twenty six (26) EVCS stalls –a variance of eighteen (18) stalls;
53 and 2) allow twenty-two (22) EV-ready (EVSE) stalls, where the zoning code
54 requires fifty-three (53) EVSE stalls –a variance of thirty-one (31) stalls.

55 2. The Board makes the following findings in support of this decision:
56 a.

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

62
63 WHEREUPON said resolution was declared duly passed and adopted.
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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, convening as the Board of Adjustment and Appeals held on the 4th day of May, 2026 with the original thereof on file in my office.

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

SEAL

Patrick J. Trudgeon, City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5/4/2026
Item No.: 9.a.

Department Approval

City Manager Approval



Item Description: Approve Resolution Supporting Standard Communities Conduit Debt Application

1
2 **Background**

3 Standard Communities is proposing to acquire Roseville Seniors, a 127-unit, 100% Section
4 8 affordable housing property located at 1045 West Larpenteur Avenue. The building,
5 originally constructed in 1978 and last renovated in 2014, is in need of significant
6 reinvestment to ensure long-term viability and quality.

7
8 Their plan includes a comprehensive rehabilitation with a total investment of approximately
9 \$9.1 million (about \$72,000 per unit). The transaction would utilize conduit bonds issued
10 through the City of Roseville, paired with 4% LIHTC allocation from Minnesota Housing.
11 This structure would preserve the property's affordability for at least an additional 30 years.

12
13 Planned improvements include unit-level upgrades, enhanced common areas, elevator
14 modernization, improved resident amenities, and property-wide ADA accessibility
15 upgrades. These investments aim to address deferred maintenance and position the
16 property as a high-quality affordable housing resource for seniors and disabled residents in
17 the community for decades to come.

18
19 **What is Conduit Debt?**

20 Conduit debt refers to debt instruments, typically bonds or notes, issued by a governmental
21 entity on behalf of a third party such as a nonprofit organization, private business, or other
22 external entity. While the City serves as the issuer, the third party is solely responsible for
23 repaying the debt. The City generally has no obligation to use its own resources to repay
24 the debt.

25 **How Conduit Debt Works**

- 26
- A third party seeks access to tax-exempt or lower-cost financing.
 - The City issues the debt using its legal authority, acting as a conduit.
 - Debt proceeds are passed through to the third party.
- 27
28

- The third party makes all principal and interest payments directly to the bond trustee or lender.
- The City typically receives a small administrative fee (1% of the total amount of debt issued) but does not assume financial risk.

Financial Reporting Treatment

Governmental accounting standards require that conduit debt not be reported as a liability on the issuer's financial statements because the City is not obligated to repay it. Instead:

- The City discloses information about conduit debt in the notes to the financial statements.
- If the City extends *additional commitments*, such as guarantees or moral-obligation pledges, those may require recognition or enhanced disclosure, depending on risk and likelihood of payment.

Risks and Considerations

Even without direct liability, the City should remain attentive to:

- Reputational risk if a third party encounters financial difficulty.
- Complexity of transactions, requiring proper legal and financial review (Working with Taft, all legal cost are paid by Developer)
- Monitoring obligations, particularly when additional commitments or ongoing compliance requirements exist.

Conduit debt can be a valuable tool for supporting community development and economic initiatives without putting City resources at financial risk. Proper oversight, documentation, and reporting help ensure transparency and compliance with accounting standards.

Policy Objectives

N/A

Equity Impact Summary

N/A

Budget Implications

The City will receive an administrative fee equal to 1% of the total bond issuance amount (up to the maximum allowable by MMB of \$23,750,000), in addition to the \$2,500 application fee that has already been collected. Based on the developer's current project information, staff expects the requested allocation to be approximately \$9.1 million. At that level, the City would collect an administrative fee of roughly \$90,000.

These revenues are unrestricted and may be used for any lawful purpose within the City's budget. At this time, staff anticipates depositing the revenue into the City's General Operating Fund (Fund 100).

71 **Staff Recommendations**

72 City staff recommends preliminary approval of the Bonds and authorizes the City to assist
73 the Developer in applying to the Minnesota Department of Management and Budget
74 (“MMB”) for an allocation of authority to issue the Bonds.
75

76 **Requested Council Action**

77 By motion, adopt a Resoultion granting preliminary approval to the issuance of multifamily
78 housing revenue bonds (Roseville Seniors project); authorizing the submission of one or
79 more applications for allocation of bonding authority under Minnesota statutes, Chapter
80 474A; authorizing the preparation of a housing program pursuant to Minnesota statutes
81 Chapter 462C; and authorizing a public hearing and publication of a notice thereof.
82

83 **Prepared by:** Sam Magureanu, Finance Director

- Attachments:**
1. Roseville 2026 Housing Revenue Bonds - Memo re Preliminary Approval and Application to MMB
 2. Resolution
 3. Conduit Debt Policy & Procedure

84



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Rhonda M. Skoby
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rskoby@taftlaw.com

April 28, 2026

BY E-MAIL

City Council Members
Samuel Magureanu, Finance Director
City of Roseville, Minnesota

Re: Proposed Issuance of Conduit Revenue Bonds by the City of Roseville for Multifamily Senior Housing Project – Preliminary Approval and Application to MMB

Dear Council Members and Mr. Magureanu:

Standard Roseville Venture LP, an affiliate of Standard Communities (together, the “Developer”), has submitted an application to the City of Roseville (the “City”), requesting its assistance in the issuance of tax-exempt conduit bonds (the “Bonds”) for the acquisition and rehabilitation of a 127-unit multifamily senior housing development known as Roseville Seniors (the “Project”), located at 1045 West Larpenteur Avenue in the City, for occupancy by seniors of low and moderate income. Taft Stettinius & Hollister LLP (“Taft”) serves as bond counsel to the City, and this letter is provided to describe the process for issuing such Bonds.

The resolution before the Council on May 4, 2026 requests preliminary approval of the Bonds and authorizes the City to assist the Developer in applying to the Minnesota Department of Management and Budget (“MMB”) for an allocation of authority to issue the Bonds. Applications for an affordable housing bonding allocation through MMB are due to be submitted by June 29, 2026. In order to submit an application, the City must adopt a resolution giving preliminary approval of the issuance of the bonds and make the application to MMB for the benefit of the Developer. The attached resolution conveys that the City agrees to act as the bond issuer and that a public hearing shall take place for the housing finance program if an allocation is awarded by MMB.

Following submission of the application, the City will be notified in early July if the project received a bond allocation from MMB. Should the proposed project receive an allocation award, staff will work with the developer and Taft on the next steps, and the project would once again come before the City for a final approval after the terms of the Bonds have been agreed upon and the Bond Documents have been prepared. Should the project not receive an allocation in July, the application will receive a priority ranking and adjustments will be made to the application to be resubmitted for a future application cycle.

The proposed application for bonding authority requests a total principal amount of \$23,750,000. This is not a budget request to the City. The City would not have any liability for payment of the proposed issuance of Bonds. All risk, liability, and cost related to the bonding process is to be assumed by the Developer.

The proposed Bonds would be issued by the City only on a “conduit” basis, as authorized by state and federal law. In particular, the Bonds would be issued under the authority of Minnesota Statutes, Chapter 462C. The City and the Developer would enter into a Loan Agreement under which the Developer will agree to pay all principal and interest on the Bonds. The City will assign all of its rights to payments under the Loan Agreement to a lender or trustee and loan the purchase price of the Bonds directly to the Developer. The City is merely a conduit and the money and obligations flow only between the lender or trustee and the Developer. No wires or other funds would flow to or from the City (other than receipt by the City of its issuer’s administrative fee).

The Bonds, if approved, and the resolutions adopted by the City will recite that the Bonds will not be payable from or charged upon any of the City’s funds, other than the revenues received under the Loan Agreement and pledged to the payment of the Bonds, and the City is not subject to any liability on the Bonds. No holder of the Bonds will ever have the right to compel any exercise by the City of its taxing powers to pay any of the principal of the Bonds or the interest or premium thereon, or to enforce payment of the Bonds against any property of the City except the interests of the City in payments to be made by the Developer under the Loan Agreement. The Bonds are not moral obligations on the part of the State or its political subdivisions, including the City, and the Bonds will not constitute a debt of the City within the meaning of any constitutional or statutory limitation.

Because the City has no financial obligation with respect to the proposed Bonds, the Bonds will not be treated as debt of the City or count against any of the City’s debt limitations. Multifamily housing development bonds are not applied against the City’s \$10,000,000 calendar-year limit on bank-qualified bonds. Therefore, this issuance will not affect the bank-qualified status of the City’s own general obligation bonds.

The issuance of the Bonds will not affect the City’s credit rating on bonds it issues for municipal purposes. The Developer is responsible for paying all costs of issuing the Bonds, including Taft’s fees as bond counsel. The City’s administrative fee for issuing the Bonds would be based on the total amount of Bonds issued.

Please let me know if you would like to discuss any aspect of the proposed financing. The Developer has also indicated that they will make themselves available for discussion.

Very truly yours,



Rhonda M. Skoby

cc: Mary Ippel, Taft

Attachment # 2

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

HELD: MAY 4, 2026

Pursuant to due call and notice thereof, a regular or special meeting of the City Council of the City of Roseville, Ramsey County, Minnesota, was duly called and held at the City Hall on May 4, 2026, at 6:00 P.M., for the purpose of giving preliminary approval to the issuance of a series of multifamily housing revenue bonds.

The following members were present: _____

and the following were absent: _____

Member _____ introduced the following resolution and moved its adoption.

RESOLUTION NO. 26-_____

CITY OF ROSEVILLE, MINNESOTA

GRANTING PRELIMINARY APPROVAL TO THE ISSUANCE OF MULTIFAMILY HOUSING REVENUE BONDS (ROSEVILLE SENIORS PROJECT); AUTHORIZING THE SUBMISSION OF ONE OR MORE APPLICATIONS FOR ALLOCATION OF BONDING AUTHORITY UNDER MINNESOTA STATUTES, CHAPTER 474A; AUTHORIZING THE PREPARATION OF A HOUSING PROGRAM PURSUANT TO MINNESOTA STATUTES, CHAPTER 462C; AND AUTHORIZING A PUBLIC HEARING AND PUBLICATION OF A NOTICE THEREOF

WHEREAS, the City of Roseville, Minnesota (the “Issuer” or “City”), pursuant to Minnesota Statutes, Chapter 462C, as amended (the “Housing Act”), is authorized to carry out the public purposes described in the Housing Act by issuing revenue bonds or other obligations to finance or refinance multifamily housing developments, and as a condition to the issuance of such revenue bonds, adopt a housing program providing the information required by Section 462C.03, subdivision 1a of the Housing Act.

WHEREAS, in the issuance of revenue bonds to finance multifamily housing developments, the City may exercise within its corporate limits any of the powers the Minnesota Housing Finance Agency may exercise under Minnesota Statutes, Chapter 462A, as amended, including without limitation under the provisions of Minnesota Statutes, Chapter 475, as amended.

WHEREAS, Standard Roseville Venture LP (together with its affiliates, the “Borrower”) submitted an application to the Issuer requesting the issuance of one or more series of multifamily housing revenue bonds or other obligations (the “Bonds”), in an aggregate principal amount not to exceed \$23,750,000, under the provisions of the Housing Act to assist in financing and refinancing

the acquisition, rehabilitation, and equipping of a 127-unit multifamily senior housing development and facilities functionally related and subordinate thereto known as Roseville Seniors (the "Project"), located at 1045 West Larpenteur Avenue in the City, for occupancy by persons and families of low and moderate income, to be initially owned and operated by the Borrower.

WHEREAS, under Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), prior to the issuance of the Bonds, a public hearing duly noticed must be held by the City Council of the City (the "City Council"). Under Section 462C.04, subdivision 2 of the Housing Act, a public hearing must be held on a housing program with respect to the Project (the "Housing Program") after one publication of notice in a newspaper circulating generally in the City, at least ten (10) days before the hearing (or such other notice period as is then in effect under the Housing Act and Treasury regulations applicable to tax-exempt bonds), and on or before the date of publication of such notice, the Housing Program must be submitted to the Metropolitan Council for review and comment.

WHEREAS, under Section 146 of the Code, the Bonds must receive allocation of the bonding authority of the State of Minnesota, and one or more applications for such an allocation must be made pursuant to the requirements of Minnesota Statutes, Chapter 474A, as amended (the "Allocation Act").

WHEREAS, the City Council may grant preliminary approval to the issuance of the Bonds to finance the senior multifamily housing development referred to in the Housing Program, and may authorize the submission of one or more applications to the State of Minnesota Department of Management and Budget ("MMB") for allocation of bonding authority with respect to the Bonds to finance the Project in accordance with the requirements of Section 146 of the Code and the Allocation Act.

BE IT RESOLVED, that the City Council approve the following:

1. The Project and the issuance of the Bonds therefor, in one or more series of tax-exempt or taxable bonds or notes in an amount not to exceed \$23,750,000, are hereby given preliminary approval by the Issuer, subject to mutual agreement of the Issuer, the Borrower, and the initial purchaser of the Bonds as to the details of the Bonds and provisions for their payment. In all events, it is understood, however, that the Bonds shall not constitute a charge, lien or encumbrance, legal or equitable, upon any property of the Issuer, except the Issuer's interest in the loan agreement with the Borrower for the Project and security pledged to the payment thereof. The Bonds, when, as, and if issued, shall recite in substance that the Bonds, including interest thereon, are payable solely from the revenues received from the Project and property and security pledged to the payment thereof, and shall not constitute general or moral obligations of the Issuer.

2. The Bonds will be payable solely from the revenues of the Project and other money and security, if any, provided by the Borrower and its affiliates, and the Bonds will not constitute or give rise to a pecuniary liability of the Issuer or a charge against the general credit, full faith and credit, or taxing powers of the Issuer.

3. No holder of any such Bonds shall ever have the right to compel any exercise of the taxing power of the Issuer to pay the Bonds, or the interest thereon, nor to enforce payment

against any property of the Issuer, except revenues of the Project to be paid to the Issuer and pledged to the Bonds.

4. The Borrower may incur expenditures for the Project prior to the issuance of the Bonds therefor, and such expenditures may be reimbursed from proceeds of the Bonds, when, and if issued. This resolution shall constitute an “official intent” to reimburse such expenditures for purposes of Treasury Regulations, Section 1.150-2.

5. The Finance Director and other officials, employees, and agents of the Issuer, with the assistance of the Borrower and Taft Stettinius & Hollister LLP, as bond counsel to the Issuer (“Bond Counsel”), are authorized and directed to prepare and submit one or more applications to MMB for allocation of bonding authority for the Project and the Bonds to be issued therefor in an amount not to exceed \$23,750,000, pursuant to the Allocation Act.

6. The officials, employees, and agents of the Issuer are hereby authorized to receive money from the Borrower for the payment of the deposit and fee required to be paid to MMB under the Allocation Act in connection with the application for an allocation of bonding authority. The officials, employees, and agents of the Issuer are further authorized to disburse to the Borrower any money returned to the Issuer by MMB in connection with such application.

7. The Finance Director and other officers, employees and agents of the Issuer are hereby authorized to: (i) prepare the Housing Program in accordance with the requirements of the Act; (ii) submit the Housing Program to the Metropolitan Council for its review and comments in accordance with Section 462C.04, subdivision 2 of the Housing Act; and (iii) participate in the preparation and review of necessary documents relating to the Project and the Bonds issued in connection therewith.

8. The Borrower will be responsible for paying any and all costs incurred by the Issuer in connection with the Bonds and the Project, including costs that the Issuer may incur for legal counsel and any fees the Issuer may charge, whether or not the Project is carried to completion, and whether or not the Bonds or operative instruments are executed.

9. The adoption of this resolution does not constitute a guaranty or firm commitment that the Issuer will issue the Bonds as requested by the Borrower. The Issuer retains the right, in its sole discretion, to withdraw from participation and accordingly not to issue the Bonds, or issue the Bonds in an amount less than the amount referred to herein should the Issuer at any time prior to issuance thereof determine that it is in the best interest of the Issuer not to issue the Bonds, or to issue the Bonds in an amount less than the amount referred to herein, or should the parties to the transaction be unable to reach agreement as to the terms and conditions of any of the documents required for this transaction, including substantial changes to the affordability level, unit mix, scale, scope, or cost of the Project.

10. A public hearing on the Housing Program relating to the Project and the issuance of the Bonds shall be held before the City Council on a date, and at a time and place, as is deemed appropriate by the Finance Director. The Finance Director shall cause notice of the public hearing, in substantially the form attached hereto as EXHIBIT A in the *Pioneer Press*, a newspaper of general circulation and the official newspaper of the City. The notice shall be published at least

once, at least 10 days prior to the date of the public hearing (or such other notice period as is then in effect under the Housing Act and applicable Treasury regulations applicable to tax-exempt bonds), but not more than 30 days prior to the date of the public hearing, and a copy of the Housing Program shall be submitted to the Metropolitan Council for review and comment on or before the date of publication of the notice.

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

and the following voted against the same: _____

Whereupon said resolution was declared duly passed and adopted.

EXHIBIT A

Form of Notice of Public Hearing

NOTICE OF PUBLIC HEARING ON THE ISSUANCE OF REVENUE BONDS TO FINANCE A MULTIFAMILY HOUSING DEVELOPMENT UNDER MINNESOTA STATUTES, CHAPTER 462C, AS AMENDED

NOTICE IS HEREBY GIVEN that the City Council (the “City Council”) of the City of Roseville, Minnesota (the “City”) will hold a public hearing on [_____, _____, 20__], commencing on or after 6:00 p.m. in the City Hall, 2660 Civic Center Drive, in the City of Roseville, Minnesota, to consider a housing program (the “Housing Program”) prepared under the provisions of Minnesota Statutes, Chapter 462C, as amended (the “Act”), for the issuance by the City of revenue bonds or other obligations (the “Bonds”) to finance a multifamily senior housing development located within the City. The Bonds are proposed to be issued in an aggregate principal amount not to exceed \$23,750,000. The Bonds may be issued in one or more series of tax-exempt or taxable obligations.

The project proposed to be financed under the Housing Program consists of the financing and refinancing of the acquisition, rehabilitation and equipping of a 127-unit multifamily housing development and facilities functionally related and subordinate thereto known as Roseville Seniors (the “Project”), located at 1045 West Larpenteur Avenue in the City, for occupancy by persons and families of low and moderate income, to be initially owned and operated by Standard Roseville Venture, LP or an affiliate.

The Bonds will be issued by the City and will be special, limited obligations of the City payable solely from the revenues pledged to the payment thereof. The Bonds will not constitute general or moral obligations of the City, the County, the State of Minnesota, or any political subdivision thereof, and will not be secured by any taxing powers of the City or other assets of the City (other than the interests of the City in the Project).

At said time and place all parties who appear shall be given an opportunity to express their views with respect to the Housing Program and the proposal to issue the Bonds to finance the Housing Program and the Project.

Dated: [date of publication]

STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF ROSEVILLE

I, the undersigned, being the duly qualified City Manager of the City of Roseville, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes relate to giving preliminary approval to the issuance of a series of multifamily housing revenue bonds of said City.

WITNESS my hand this ___ day of _____, 2026.

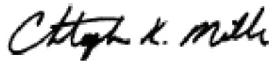
City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 06/29/09
Item No.: 13.a

Department Approval

City Manager Approval



Item Description: Discussion on Policy and Procedures related to the Issuance of Conduit Debt

1 **BACKGROUND**

2 State Statute provides for the issuance of tax-exempt bonds by municipalities for the benefit of housing or
3 long-term care facilities. The bonds are considered conduit debt and do not constitute a financial obligation
4 in any part by the City. The City has actively participated in bond issues of this type for several decades
5 and has historically accommodated those requests whenever possible.

6
7 Recently, members of the City Council expressed an interest in having a more formal policy and procedure
8 process in place to guide the Council in determining whether to participate in these types of financings. It
9 was recognized that a more comprehensive review process could ensure a greater understanding of the
10 proposed project being financed and how it might benefit the City.

11
12 Based on input from other municipalities, City Staff has developed a draft policy and procedure manual (in
13 the form of an application for financial assistance). The manual is included as an attachment to this memo
14 and is consistent with the policy reasons used in the past. There are however more up-front disclosure
15 requirements on the part of the applicant.

16
17 Staff will be available at the meeting to present an overview of the draft and to answer any Council
18 inquiries.

19 **POLICY OBJECTIVE**

20 Generally speaking, the public policy reason for City participation in these financings is to promote greater
21 investment in the City's housing or long-term care facilities than would otherwise occur by market factors
22 alone. Allowing the bonds to be issued tax-exempt (where applicable) makes the bonds more attractive to
23 investors and results in lower borrowing costs compared to traditional financing methods. This in turn,
24 provides more available dollars for the proposed project.

25 **FINANCIAL IMPACTS**

26 Not applicable.

27 **STAFF RECOMMENDATION**

28 Not applicable.

29 **REQUESTED COUNCIL ACTION**

30 Staff is seeking Council comments and direction on the draft conduit debt policy and procedure manual.

31

Prepared by: Chris Miller, Finance Director

Attachments: A: Draft Conduit Debt Policy and Procedure Manual.

32

**PROCEDURE
FOR
APPLICATION TO
CITY OF ROSEVILLE, MINNESOTA
FOR
PRIVATE ACTIVITY REVENUE BOND FINANCING**

Effective as of June 29, 2009

Finance Director
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

TABLE OF CONTENTS

Page

**PROCEDURE FOR APPLICATION
TO THE CITY OF ROSEVILLE FOR
PRIVATE ACTIVITY REVENUE BOND FINANCING**

Table of Contents

	<u>Page</u>
PART I	GENERAL..... 1
PART II	GUIDELINES..... 2
PART III	MISCELLANEOUS MATTERS..... 4
PART IV	APPLICATION FOR TAX-EXEMPT FINANCING..... 5
PART V	APPLICATION FOR TAX-EXEMPT FINANCING..... 8
PART VI	ADDENDUM TO APPLICATIONS..... 11
PART VII	INDEMNIFICATION LETTER OF AGREEMENT..... 13

PART I

GENERAL

Under the Minnesota Municipal Industrial Development Act, Minnesota Statutes, Sections 469.152 to 469.1651 (the “Industrial Development Act”), the City of Roseville has authority to issue industrial, commercial, and health care revenue bonds or notes to attract or promote economically sound industry and commerce to the City.

Under Minnesota Statutes, Chapter 462C (the “Housing Act”) the City is authorized to issue housing revenue bonds to finance multi-family residential housing projects for low and moderate income persons and elderly persons. Projects must be consistent with a Housing Program as these terms are defined in the Housing Act.

The Council is aware that such financing for certain private activities may be of benefit to the City and will consider requests for tax exempt financing subject to these Guidelines. The Council considers tax exempt financing to be a privilege, not a right.

It is the judgment of the Council that tax exempt financing is to be used on a selective basis to encourage certain development that offers a benefit to the City as a whole, including significant employment and housing opportunities. It is the applicant's responsibility to demonstrate the benefit to the City, both in writing and at the required public hearing. The applicant should understand that although approval may have been granted by the City for the issuance of financing for a similar project or a similar debt structure, that is not a basis upon which approval will be granted. Each application will be judged on the merits of the project as it relates to the public purposes of the Housing Act or the Industrial Development Act and the benefit to the City at the time the request for financing is being considered.

PART II

GUIDELINES

1. The Council will consider tax exempt financing for commercial, industrial and health care projects under the Industrial Development Act and housing projects under the Housing Act. An applicant for tax exempt financing pursuant to the Industrial Development Act must submit to the City the application contained in Part IV of these Guidelines. An applicant for tax exempt financing, pursuant to the Housing Act, must submit to the City the application contained in Part V of these Guidelines.
2. Projects must be compatible with the overall development plans and objectives of the City and comply with the zoning and land use regulations of the City.
3. An application will not be considered by the Council until City Staff has reviewed City Codes with respect to zoning, building plans, platting, streets, and utility services. The application must be accompanied by the addendum contained in Part VI of these Guidelines and must provide information as to the project's need for municipal services including, but not limited to, street improvements, water and sewer services, and police and fire protection.
4. The project must be a positive benefit to the City. The project must be of a nature that the City wishes to attract, or an existing business which the City wishes to retain or have expand within the City, considering employment opportunities, incentive for further development, impact on City services, and support for the industrial, commercial or health care operations currently located in the City. A housing project must provide significant housing opportunities for low and moderate income persons or the elderly.
5. The applicant must select a qualified financial adviser or underwriter to assist the applicant in preparing all necessary application documents and materials. The financial adviser will submit a letter that establishes the financial feasibility of the project. Applications may, in the alternative, include a signed letter from a financial institution indicating that the project is economically feasible and viable and stating that bonds can be successfully sold for the project or that an individual or institution intends to purchase all of the bonds.

The City will appoint bond counsel for the bond issue, which will normally be the City's regularly retained bond counsel.

6. Pursuant to the Industrial Development Act and the Housing Act, consideration of an application for tax exempt financing must be done at a public hearing held by the Council. Modifications to the project after the public hearing and preliminary approval must be consistent with the scope of the project as proposed at the time of preliminary approval.

The applicant must receive approval from the appropriate state agencies, secure financing and commence construction, if applicable, within one year of the date of the public hearing on the project or the housing program.

7. The City is to be reimbursed and held harmless for and from any out-of-pocket expenses related to the tax exempt financing including, but not limited to, legal fees, financial analyst fees, bond counsel fees, the City staff's expenses in connection with the application, and any deposits or application fees required under state law in order to secure allocation of bonding authority. The applicant must execute a letter to the City undertaking to pay all such expenses. A form of the required letter is set forth as Part VII of these Guidelines. A non-refundable application fee in the amount of \$2,500 must be included with the submission of the application.
8. Prior to closing and delivery of the bonds for the project, the applicant must pay an administrative fee in an amount equal to the greater of \$10,000 or 1% of the principal amount of the bonds actually issued. The administrative fees required by this paragraph will be adjusted at or paid prior to delivery of the bonds if necessary to ensure compliance with the Internal Revenue Code and regulations.
9. Applications for financing must be made on the forms attached to these Guidelines. In addition, the applicant must furnish a description of the project, a site plan, elevation of proposed buildings, landscape, lighting, and site preparation, if applicable, together with a brief description of applicant and the proposed financing in such form as required at the time of application.
10. The Council may, in its sole discretion, impose conditions exceeding those required under the City building code in respect to exterior building materials, landscaping, signage lighting, and such other aspects as the Council may consider appropriate on a case-by-case basis.
11. The Council may, in its sole discretion, withdraw its preliminary approval of a project any time if in its judgment the purposes of the Act will not be served by going forward with the project and its financing.

PART III

MISCELLANEOUS MATTERS

1. Refundings. In the case of refundings of bonds for which the administrative fee listed in paragraph 8 of Part II have been paid in full, no new administrative fees are required; but the non-refundable application fee must be paid together with all City expenses in excess of that fee. If the administrative fees for the refunded bonds are not paid in full upon closing on the refunding bonds, such fees must continue to be paid for the refunding bonds.

In the case of refundings of bonds where no administrative fee has been paid, the administrative fees listed in paragraph 8 of Part II must be paid. The application form is to be appropriately modified.

2. Subsequent Proceedings. Where changes to the underlying documents or credit facilities of outstanding bond issues are to be made and require Council action (including changes that are a “deemed reissuance” under Internal Revenue Service regulations), no administrative fee is charged but a non-refundable fee of \$1,500 must be deposited with the City to cover administrative costs. No formal application form is required.
3. Issue by Another Political Subdivision. The City will consider requests for tax exempt financing of projects in the City by other political subdivisions. In these cases the non-refundable application fee must be paid and all procedures through the approval of the preliminary resolution followed. No administrative fee is charged.
4. City Contact. Initial contacts about tax-exempt financing are made by contacting:

Finance Director
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

5. Request for additional information or requirements. The City of Roseville has the right to request additional information that may be deemed necessary to consider requests for tax exempt financing of any project in the City of Roseville.
6. Upon issuance of the Bonds. The City of Roseville will want to be copied in on all annual certifications of documents that are sent to the Treasury Department, the Internal Revenue Service, the State of Minnesota, Minnesota Housing Finance Agency and/or other governmental body for compliance purposes, as provided in the documents relating to the bonds.

PART IV

APPLICATION FOR TAX-EXEMPT FINANCING

(Commercial, Industrial or Health Care)

1. APPLICANT

- a. Business Name:
- b. Business Address:
- c. Business Form (corporation, partnership, sole proprietorship, etc.):
- d. Authorized Representative:
- e. Principal contact person and telephone number:

2. PURPOSE OF REQUESTED FINANCING:

- a. New Facility (describe):
- b. Expansion (describe):
- c. Refunding (describe):

3. GIVE BRIEF DESCRIPTION OF NATURE OF BUSINESS, PRINCIPAL PRODUCTS, ETC.:

4. ESTIMATED PROJECT COSTS: (Not required for refunding)

Land	\$ _____
Building	_____
Equipment	_____
Architectural, Engineering	_____
Costs of Issuance	_____
Capitalized Interest, including discount	_____
Other	_____

Total Financing Requested \$ _____

5. AMOUNT OF FINANCING REQUESTED: \$ _____ (___ % of project costs)

6. TYPE OF FINANCING PROPOSED:

Bonds _____ Tax Exempt Mortgage Note _____

Expected Term of Financing _____ Years

Security:

Mortgage _____

Letter of Credit _____

Guaranty (third party) _____

Guaranty (personal) _____

Unsecured _____

Other (specify) _____

7. BUSINESS PROFILE: (Not required for refunding)

a. Is the business located in the City of Roseville now?

b. Number of employees in City:

1) Before this project:

2) After this project:

c. Approximate annual sales:

d. Length of time in business:

Length of time in business in City:

e. Do you have facilities in other locations? If so, where?

8. NAMES OF:

a. Underwriter or Lender (name and contact person):

b. Corporate Counsel:

c. Underwriter's or Lender's Counsel:

9. WHAT IS YOUR TARGET DATE FOR: (Not required for refunding)

- a. Construction start:
- b. Construction completion:

10. Attachments:

- a. Project description:
- b. Initial application fee
- c. Indemnification Letter of Agreement

I certify that the information provided above contains no misrepresentations, omissions or concealments of material facts and that the information given is true and complete to the best of my knowledge. I have been furnished a copy of the Procedure for Application to the City of Roseville for Private Activity Revenue Bond Financing and is aware of its content and agree to be bound by its terms and the terms of the indemnification letter.

Signature

Date

Title

PART V

APPLICATION FOR TAX-EXEMPT FINANCING

(Multi-Family Housing)

1. APPLICANT

- a. Business Name:
- b. Business Address:
- c. Business Form (corporation, partnership, sole proprietorship, etc.):
- d. Authorized Representative:
- e. Principal contact person and telephone number:

2. NAMES OF:

- a. Underwriter or Lender (name and contact person):
- b. Corporate Counsel:
- c. Underwriter's or Lender's Counsel:
- d. Property Management:

3. PURPOSE OF REQUESTED FINANCING:

- a. New Facility (describe):
- b. Redevelopment (describe):
- c. Refunding (describe):

4. PROJECT NAME:

5. PROJECT LOCATION:

6. PROJECT INFORMATION

	UNIT	<u>CURRENT RENTS</u>	<u>RENTSAFTER</u>	<u>AMI%*</u>
Efficiency	_____	\$ _____	_____	_____
One Bedroom	_____	\$ _____	_____	_____
Two Bedroom	_____	\$ _____	_____	_____
Three Bedroom	_____	\$ _____	_____	_____

Parking (included in rent/
not included in rent) _____ \$ _____

Laundry _____ \$ _____

Utilities included in monthly rent: _____

*Please provide detail information regarding how many units are currently income/rent restricted and what the new number will be once the development is completed.

OPERATING EXPENSES (Not required for 501(c)(3) financings)

_____ % of Gross (Annual)

TOTAL PROJECT COST: \$ _____ DEVELOPER EQUITY: \$ _____

DEBT SERVICE: \$ _____ *HARD COSTS: \$ _____

LAND VALUE: \$ _____ SOFT COSTS: \$ _____

*(Hard Costs are all project costs the IRS has determined to be eligible items for depreciation.)

ANTICIPATED INTEREST RATES:

AMORTIZATION SCHEDULE:

_____ %

_____ -Year Amortization Schedule

If the project were conventionally financed, what interest rate would you expect to pay?
_____ %

SALES ASSUMPTION:
(Not required for 501(c)(3) financings)

DEPRECIATION METHOD:
(Not required for 501(c)(3) financings)

How many years do you plan to hold the property before you sell? _____

Years: _____

Type: _____

a. At what percent do you

feel the value of the project will appreciate? _____

Amount of Total Basis: \$ _____

EQUIPMENT:

\$ _____ of project cost is for equipment (e.g., washers/dryers)

ANTICIPATED INCREASES:
(Not required for 501(c)(3) financings)

ANTICIPATED VACANCY RATE:
(Not required for 501(c)(3) financings)

Revenue: _____% per year

First Year: _____%

Expenses: _____% per year

After First Year: _____%

CONSTRUCTION SCHEDULE: (Not required for refunding)

Anticipated construction commencement date: _____

Anticipated construction completion date: _____

7. RELOCATION PLAN (Not required for 501(c)(3) financings)

A relocation plan will be required if any of the residents are dislocated due to the renovations or financing that is being utilized.

8. ADDITIONAL INFORMATION:

I certify that the information provided above contains no misrepresentations, omissions or concealments of material facts and that the information given is true and complete to the best of my knowledge. I have been furnished a copy of the Procedure for Application to the City of Roseville for Private Activity Revenue Bond Financing and is aware of its content and agree to be bound by its terms and the terms of the indemnification letter.

Signature

Date

Title

PART VI

ADDENDUM TO APPLICATIONS

The following items must be attached to each application:

APPENDIX A

A brief description of the organizational structure of Applicant, including parent subsidiary and affiliate organizations (if applicant is other than an individual).

APPENDIX B

Statement of Applicant's business history (for applications under Part V, including any other multi-family rental projects of the Applicant).

APPENDIX C

The name, address, and telephone number of:

1. The Applicant's legal counsel
2. The Applicant's accountant
3. The architect of the proposed Project (Not required for refunding)
4. The engineer of the proposed Project (Not required for refunding)
5. The general contractor of the proposed Project (Not required for refunding)

APPENDIX D

6. Present ownership of the proposed Project site and Applicant's interest therein.
7. Present zoning of the Project site and a description of what city land use approvals are needed for this project.
8. The projected number of new employees to be added to the Applicant's permanent work force because of the Project (for Commercial, Industrial or Health Care only).
9. Other financing attempted or available to the Project including any interim financing.
10. Statement regarding whether or not this project has all required city approvals. If the project does not have all of the required approvals, list the approvals still needed and a tentative time schedule.

APPENDIX E

Indemnification Letter of Agreement.

APPENDIX F (Not required for 501(c)(3) financings)

Proforma Analysis of the Project

PART VII

INDEMNIFICATION LETTER OF AGREEMENT

The Mayor of the City of Roseville
and Members of the City Council
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

RE: Application of _____ for Tax Exempt Revenue Bond Financing by the City of Roseville

Dear Mayor and Members of the City Council:

This letter of agreement is given by _____, a _____ under the laws of Minnesota ("Applicant") as required by the City of Roseville, Minnesota in connection with its consideration of an application for tax exempt revenue bond financing for the project described in the application.

Applicant agrees as follows:

1. Applicant agrees to pay or reimburse the City for any and all costs and expenses which the City may incur in connection with its consideration of the project and the granting of tax exempt revenue bond financing therefor, whether or not the project is preliminarily approved by the City, whether or not the project is approved by the State of Minnesota, whether or not revenue bond financing is finally approved by the City, whether or not the bonds are issued and sold, and whether or not the project is carried to completion.
2. Applicant agrees to indemnify and hold the City, its officers, employees and agents harmless against any and all losses, claims, damages, expenses or liabilities, including attorneys fees incurred in their defense, to which the City, its officers, employees and agents may become subject in connection with the City's consideration, issuance or sale of the bonds for Applicant's project and the carrying out of the transactions contemplated by this agreement and any resolutions adopted, or agreements executed by the City in connection with the issuance of its bonds for this project.
3. Applicant hereby releases the City, its officers, agents and employees from any claims, causes of action, losses, damages, or liabilities which it may have against the City, its officers, agents, and employees or which it may incur in connection with: the City's consideration of the application for industrial development revenue bond financing for Applicant's project; the failure of the City, in its discretion, to issue tax-exempt revenue bonds for Applicant's project; the issuance and sale of the bonds; the construction of the project; or any other matter or thing of any type or nature whatsoever which may arise in connection with the foregoing.

4. Applicant is aware of the City's application and administrative fee structure for tax exempt financing and agrees and covenants that all such fees will be paid in the amount and at the times required.

Dated: _____

(Applicant)

By _____

Its _____

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5/4/2026
Item No.: 9.b.

Department Approval

City Manager Approval



Item Description: Review 2025 Year-End Cash Reserve Levels

1
2 **Background**

3 Each year, the City conducts a comprehensive review of year-end cash reserves to ensure continued
4 financial stability, adherence to established fund balance policies, and readiness to meet future
5 operational and capital needs. This report summarizes reserve levels at the close of the fiscal year,
6 identifies notable changes from prior periods, and assesses whether current balances align with the
7 City's long-term financial planning objectives. The analysis is intended to support informed
8 decision-making by the City Council and reaffirm the City's commitment to responsible fiscal
9 stewardship.

10
11
12 **Policy Objectives**

13 The Analysis section of this report notes that a couple of funds are projected to fall short of the City's
14 Fund Balance Policy targets. The General Fund is projected to be **\$1,604,629 below** its low target fund
15 balance of 35 percent, and the Communications Fund is **\$40,378 below** its low target fund balance
16 requirement of 10 percent.

17 We recommend **\$1,604,629 in transfers into General Fund 100** from the following sources:

- 18
19 • License Center Fund 265 – \$637,643
20 • Cash Reserve Fund 105 – \$926,008
21 • Parks and Recreation Fund 200 – \$40,978

22
23 These transfers will bring the General Fund 100 balance up to its **35% low target fund balance**.

24
25 In addition, we recommend a **\$40,378 transfer into Communications Fund 110** from the Parks and
26 Recreation Fund 200. This transfer will bring the Communications Fund 110 balance to its **10% low**
27 **target fund balance**.

28
29
30 **Equity Impact Summary**

31 N/A

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Budget Implications

N/A

Staff Recommendations

We recommend **\$1,604,629** in transfers into **General Fund 100** from the following sources:

- License Center Fund 265 – \$637,643
- Cash Reserve Fund 105 – \$926,008
- Parks and Recreation Fund 200 – \$40,978

These transfers will bring the General Fund 100 balance up to its **35% low target fund balance**.

In addition, we recommend a **\$40,378 transfer into Communications Fund 110** from the Parks and Recreation Fund 200. This transfer will bring the Communications Fund 110 balance to its **10% low target fund balance**.

Requested Council Action

Approve the following transfers:

Approve \$604,629 in transfers into **General Fund 100** from the following sources:

- License Center Fund 265 – \$637,643
- Cash Reserve Fund 105 – \$926,008
- Parks and Recreation Fund 200 – \$40,978

Approve \$40,378 transfer into Communications Fund 110 from the Parks and Recreation Fund 200.

Prepared by: Sam Magureanu, Finance Director

Attachments: 1. Bench Handout 1 - Cash Reserve Discussion

City Of Roseville

Review 2025 Year-End Cash Reserve Levels

May 4th, 2026



Purpose

1. Continued financial stability
2. Adherence to established fund balance policies
3. Meet future operational and capital needs
4. Responsible fiscal stewardship

Fund Balance Policy

1. Provide a cushion against unexpected revenue and income interruptions
2. Provide working capital by ensuring sufficient cash flow to meet the City's needs throughout the year
3. Provide funds to address unexpected or unplanned events

Fund Reserves - of the next year's Budgeted Expenditures

1. General Fund – 35% - 50%
2. Recreation Fund – 20% - 30%
3. Communications Fund – 10% - 30%
4. License Center – 10% to 15%

Analysis

Unrestricted Cash Reserve										
Fund	Beginning Fund Balance	2025 Revenues	2025 Expenditures	12/31/2025 Fund Balance	Operating Budget 2026	2026 Budget Reserve Level	Target Low	Target High	Variance From Low Target	Variance From High Target
General Fund 100	8,788,509	26,580,802	26,460,983	8,908,328	30,037,020	29.66%	35%	50%	A (1,604,629)	B (6,110,182)
Parks & Recreation Fund 200	1,867,847	6,329,357	6,127,181	2,070,023	6,659,736	31.08%	20%	30%	C 738,076	D 72,102
Communications Fund 110	67,812	618,777	657,079	29,510	698,880	4.22%	10%	30%	E (40,378)	F (180,154)
License Center Fund 265	505,668	2,848,740	2,453,534	900,875	2,632,313	34.22%	10%	15%	G 637,643	H 506,028
Cash Reserve Fund 105	1,365,927	85,081	525,000	926,008						

What Caused the decrease in reserves in the General Fund?

1. Conservative Budget Approach - Focusing on keeping the tax levy low

- ✓ Focus on utilizing reserves as much as possible
- ✓ 2025 Budget fund balance used - \$227,501

2. Next Years Budgeted Expenditures go up causing a need for a higher reserve balance – 2026 Budget \$3,858,147 more

- ✓ Not all the new expenditures have a source of revenues rather than tax levy
- ✓ 2026 Budget fund balance used - \$145,415

What Caused the decrease in reserves in the General Fund?

3. Governmental Funds can share resources to maintain a lower tax levy with Council Approval

- ✓ **Parks and Recreation Fund** - Established to better monitor activity
- ✓ **Licenses Center Fund** – Classified as a Special Revenue Fund – Can share resources with the General Fund with Council Approval
- ✓ **Communication Fund** – Established to better monitor activity
- ✓ **Cash Reserve Fund** – Reported/Consolidated with the General Fund for Financial Reporting

What Caused the Decrease in Reserves in the General Fund?

General Fund had a Net Income Change of \$1,543,744

REVENUES - \$468,398 Over Budget – Excludes Fund Balance Transfers

- License & Permits – 27,988 Over Budget
- Intergovernmental – \$301,501 Over Budget
- Charges for Services – \$335,244 (Rosedale Center Security)
- Court Fines – \$26,829 Over Budget
- Interest Earnings – \$448,382 (Includes MV Adjustment)
- **Property Taxes – \$588,773 – Under Budget – Market Valuation Petitions**
- **Miscellaneous – \$140,591 – Under Budget – State Fair Reimbursement**

What Caused the Decrease in Reserves in the General Fund?

Expenditures - **\$301,782 Over Budget** – Primarily driven by Public Safety OT personnel Cost

Proposed Transfers – Rebalancing Reserves

We recommend **\$1,604,629** in transfers into **General Fund 100** from the following sources:

- License Center Fund 265 – \$637,643
- Cash Reserve Fund 105 – \$926,008
- Parks and Recreation Fund 200 – \$40,978

These transfers will bring the General Fund 100 balance up to its 35% low target fund balance.

Proposed Transfers – Rebalancing Reserves

We recommend **\$40,378 in transfers into Communication Fund 110** from the following sources:

- Parks and Recreation Fund 200 – \$40,378

These transfers will bring the Communication Fund 110 balance up to its 10% low target fund balance.

Fund Balance Reserves after proposed transfers

Unrestricted Cash Reserve

Fund	Beginning Fund Balance	2025 Revenues	2025 Expenditures	12/31/2025 Fund Balance	Operating Budget 2026	2026 Budget Reserve Level	Target Low	Target High	Variance From Low Target	Variance From High Target
General Fund 100	8,788,509	28,185,431	26,460,983	10,512,957	30,037,020	35.00%	35%	50%	A 0	B (4,505,553)
Parks & Recreation Fund 200	1,867,847	6,329,357	6,208,537	1,988,667	6,659,736	29.86%	20%	30%	C 656,720	D (9,254)
Communications Fund 110	67,812	659,155	657,079	69,888	698,880	10.00%	10%	30%	E (0)	F (139,776)
License Center Fund 265	505,668	2,848,740	3,091,177	263,232	2,632,313	10.00%	10%	15%	G 0	H (131,615)
Cash Reserve Fund 105	1,365,927	85,081	1,451,008	(0)						

QUESTIONS???

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5/4/2026
Item No.: 12.a.

Department Approval

City Manager Approval



Item Description: Approval of Payments

1
2 **Background**

3 State Statute requires the City Council to approve all payment of claims. The following summary of
4 claims has been submitted to the City for payment.
5

Check Series #	Amount
ACH Payments	\$854,981.35
115341-115492	\$448,278.79
Total	\$1,303,260.14

6
7 A detailed report of the claims is attached. City staff has reviewed the claims and considers them to be
8 appropriate for the goods and services received.
9

10
11 **Policy Objectives**

12 Under MN State Statute, all claims are required to be paid within 35 days of receipt.
13
14

15 **Equity Impact Summary**

16 Local governments play an important role in building racially equitable and inclusive regional economies.
17 Payments to vendors contribute to the local economy by supporting businesses within the community,
18 including those owned by people of color. Ensuring equitable distribution of contracts and payments
19 among vendors, particularly minority-owned businesses, can help promote economic equity. This
20 supports the broader goals of reducing racial economic disparities as well as Roseville's aspiration to
21 have a community that is economically prosperous with a stable and broad tax base and vibrant small
22 businesses.
23
24

25 **Budget Implications**

26 All expenditures listed above have been funded by the current budget, from donated monies, or from
27 cash reserves.
28
29

30 **Staff Recommendations**

31 Staff recommends approval of all payment of claims.

32

33

Requested Council Action

Motion to approve the payment of claims as submitted.

36

37

38

Prepared by: Ebonie Cannady-Accounting Technican II

Attachments: 1. Checks for Approval

39

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 00-00 GENERAL					
100-00-00-210300	State Income Tax	METROPOLITAN LIFE INSURANC	Remittance Check	7,692.67	6933
100-00-00-210300	State Income Tax	METROPOLITAN LIFE INSURANC	Remittance Check	7,692.67	6933
100-00-00-210502	Employer Life Insurance	METLIFE INSTITUTIONAL GROU	ATP STD JAN - MARCH	2,031.07	7000
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	3,358.00	6942
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	219.00	6942
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	73.00	6942
100-00-00-210600	Union Dues Deduction	LELS	Remittance Check	730.00	6942
100-00-00-210600	Union Dues Deduction	Local Union 49	Remittance Check	1,050.00	115395
100-00-00-210600	Union Dues Deduction	Roseville Firefighters Loc	Remittance Check	2,497.75	6956
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	2,203.41	6939
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	4,172.00	6939
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	150.00	6939
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	576.73	6939
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	4,167.00	6939
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	2,477.01	6914
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	4,172.00	6914
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	150.00	6914
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	470.80	6914
100-00-00-211100	ICMA Def Comp	Mission Square	Remittance Check	4,167.00	6914
100-00-00-211101	Mission SQ Roth	Mission Square	Remittance Check	400.00	6939
100-00-00-211101	Mission SQ Roth	Mission Square	Remittance Check	400.00	6914
100-00-00-211200	MN Child Support Payments	MN Child Support Payment C	Remittance Check	313.79	115385
100-00-00-211200	MN Child Support Payments	MN Child Support Payment C	Remittance Check	313.79	115437
100-00-00-211202	HRA Employer	ING ReliaStar	Remittance Check	10,215.00	6951
Total Department 00-00 GENERAL				59,692.69	
Department: 01-00 CITY COUNCIL					
100-01-00-430000	Professional Services	Redpath and Company LLC	2025 PROGRESS BILLING FINANCIAL AUDIT	30,000.00	115469
100-01-00-430000	Professional Services	TimeSaver Off Site Secreta	CC MINUTES	489.01	6997
100-01-00-430000	Professional Services	TimeSaver Off Site Secreta	E&I MINUTES	385.51	6997
100-01-00-430000	Professional Services	TimeSaver Off Site Secreta	CC MINUTES	542.25	6997
100-01-00-430000	Professional Services	TimeSaver Off Site Secreta	CC MINUTES	178.00	6997
100-01-00-430000	Professional Services	TimeSaver Off Site Secreta	CC MINUTES	506.26	6997
100-01-00-433000	Advertising	St. Paul Pioneer Press	ADVERTISING	474.82	115457
Total Department 01-00 CITY COUNCIL				32,575.85	
Department: 02-00 ADMINISTRATION					
100-02-00-420000	Office Supplies	Innovative Office Solution	MARCH OFFICE SUPPLIES	281.36	6950
100-02-00-430000	Professional Services	Metro-INET	APRIL IT SERVICES	86,124.00	6999
100-02-00-439000	CONTRACT MAINTENANCE	Alerus Financial NA	COBRA MARCH 25 SERVICE FEE PAID APRIL	165.00	115476
Total Department 02-00 ADMINISTRATION				86,570.36	
Department: 04-00 FINANCE					
100-04-00-420000	Office Supplies	Innovative Office Solution	MARCH OFFICE SUPPLIES	25.34	6950
100-04-00-430000	Professional Services	Metropolitan Courier Corp.	MARCH 2026 SERVICE CHARGE	853.21	115415
100-04-00-430000	Professional Services	VIA Actuarial Solutions	ACTUARIAL SERVICES RENDERED THROUGH M	2,300.00	115429
Total Department 04-00 FINANCE				3,178.55	
Department: 06-00 LEGAL DEPARTMENT					
100-06-00-430000	Professional Services	Erickson, Bell, Beckman &	MARCH PROSECUTION SERVICES	16,086.30	6990
100-06-00-430000	Professional Services	Kennedy & Graven, Chartere	MARCH MONTHLY RETAINER	18,045.80	115460
100-06-00-430000	Professional Services	Kennedy & Graven, Chartere	MARCH MONTHLY NON-RETAINER	1,788.90	115460
Total Department 06-00 LEGAL DEPARTMENT				35,921.00	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 08-00 CENTRAL SERVICES					
100-08-00-424000	Operating Supplies	American Mailing Machines	SEALING SOLUTION	57.99	115473
100-08-00-424000	Operating Supplies	American Mailing Machines	INKJET CARTRIDGE	402.41	115425
100-08-00-424000	Operating Supplies	Innovative Office Solution	MARCH OFFICE SUPPLIES	139.10	6950
Total Department 08-00 CENTRAL SERVICES				599.50	
Department: 10-00 POLICE DEPARTMENT					
100-10-00-420000	Office Supplies	Innovative Office Solution	MARCH OFFICE SUPPLIES	167.64	6950
100-10-00-422000	Clothing	EMBLEM ENTERPRISES, INC	SGT PATCHES	472.46	115356
100-10-00-422000	Clothing	J & K Custom Designs, LLC	UNIFORMS VON FANGE	319.00	115378
100-10-00-422000	Clothing	John Alan Roberto	BASEBALL HATS LOGOS (20)	500.00	115428
100-10-00-423000	Vehicle Supplies & Mainten	TSUNAMI EXPRESS	SQUAD CAR WASHES APRIL	200.00	115442
100-10-00-423000	Vehicle Supplies & Mainten	TSUNAMI EXPRESS CARWASH	SQUAD CARWASHES MARCH	489.00	115443
100-10-00-424000	Operating Supplies	Batteries Plus Bulbs	BATTERIES	628.80	115369
100-10-00-424000	Operating Supplies	Batteries Plus Bulbs	3.6V NIMH STICK BATTERIES	52.10	115369
100-10-00-424000	Operating Supplies	Batteries Plus Bulbs	6V LITHIUM BATTERIES	105.20	115369
100-10-00-430000	Professional Services	Martin McAllister, Inc.	HIRING ASSESSMENTS SHEPHEN AND KATHLE	1,300.00	115354
100-10-00-430000	Professional Services	MILLER MENDEL, INC	HIRING BACKGROUND CHECK SERVICES - JA	5.64	115434
100-10-00-430000	Professional Services	MILLER MENDEL, INC	HIRING BACKGROUND CHECK SERVICES SOCI	96.00	115434
100-10-00-430000	Professional Services	MILLER MENDEL, INC	HIRING BACKGROUND CHECK SERVICES EMPL	24.00	115434
100-10-00-430000	Professional Services	Minnesota Occupational Hea	HIRING MEDICAL K. WHITE AND S. WHITE	874.00	115421
100-10-00-430000	Professional Services	Sonya Eastham	2025 JULY-SEPTEMBER OFFICER MENTAL HE	450.00	115373
100-10-00-431000	Telephone	Verizon	DATA FEBRUARY-MARCH 26- ACC#487223064	40.01	115422
100-10-00-437000	Contract Maint. - Vehicles	Caliber Collision	TOW SQUAD 2507 26010306 CN	260.30	115374
100-10-00-439000	CONTRACT MAINTENANCE	Thomson Reuters	CLEAR INVESTIGATIVE SOFTWARE MONTHLY	1,435.46	115406
100-10-00-442000	Memberships & Subscription	Ramsey County Chiefs of Po	ANNUAL MEMBERSHIP CHIEF AND DC	400.00	115341
100-10-00-443500	Minor Equipment	Dell Marketing, L.P.	DELL PRO 27 PLUS MONITORS - EMILY	411.12	6930
Total Department 10-00 POLICE DEPARTMENT				8,230.73	
Department: 13-00 FIRE DEPARTMENT					
100-13-00-422000	Clothing	Aspen Mills Inc.	PECHAR	403.54	115345
100-13-00-422000	Clothing	Aspen Mills Inc.	MALONE	585.54	115345
100-13-00-422000	Clothing	Aspen Mills Inc.	KNIGHT	563.66	115345
100-13-00-422000	Clothing	Aspen Mills Inc.	BRESNEHAN	530.70	115345
100-13-00-422000	Clothing	Aspen Mills Inc.	LAFORTE	373.71	115345
100-13-00-422000	Clothing	Aspen Mills Inc.	DEUTSCH	513.66	115393
100-13-00-422000	Clothing	Aspen Mills Inc.	SEFRIED	573.71	115393
100-13-00-422000	Clothing	Aspen Mills Inc.	RICKMAN	29.70	115393
100-13-00-422000	Clothing	Aspen Mills Inc.	CRAIG	553.49	115393
100-13-00-422000	Clothing	Aspen Mills Inc.	PYKA	575.41	115393
100-13-00-422000	Clothing	Aspen Mills Inc.	STACHOWITZ	573.71	115393
100-13-00-423000	Vehicle Supplies & Mainten	Group Health Non-Patient A	Q1 SUPPLY RESTOCK	618.63	115430
100-13-00-423000	Vehicle Supplies & Mainten	Mckesson Medical-Surgical	EMS SUPPLIES	26.77	115402
100-13-00-424000	Operating Supplies	Twin Cities Flag Source, I	MN FLAGS	642.00	115467
100-13-00-430000	Professional Services	Performance Plus LLC	RICCI	900.50	115363
100-13-00-430000	Professional Services	Performance Plus LLC	GERLACH	952.50	115363
100-13-00-437000	Contract Maint. - Vehicles	Circle K Stores Inc.	MARCH CAR WASHES	110.50	115379
100-13-00-439000	CONTRACT MAINTENANCE	ARKANCE USA LLC	BLUEBEAM ACCOUNT	320.83	115384
100-13-00-439000	CONTRACT MAINTENANCE	MacQueen Equipment	SCBA REPAIRS	314.50	6974
100-13-00-439000	CONTRACT MAINTENANCE	OVERHEAD DOOR COMPANY OF T	BROKEN SPRING	1,667.45	6955
100-13-00-439000	CONTRACT MAINTENANCE	Yale Mechanical	THERMOSTATS	606.00	6953
100-13-00-441000	Training	DAKOTA COUNTY	EMS FIELD TRAINING	625.00	115386
Total Department 13-00 FIRE DEPARTMENT				12,061.51	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 13-13 FIRE DEPARTMENT ADMINISTRATION					
100-13-13-436000	Utilities	Xcel Energy	51-5185464-5	3,636.69	6976
Total Department 13-13 FIRE DEPARTMENT ADMINISTRATION				3,636.69	
Department: 13-18 EMERGENCY SERVICES					
100-13-18-436000	Utilities	Xcel Energy	51-5185463-4	82.73	6975
Total Department 13-18 EMERGENCY SERVICES				82.73	
Department: 20-20 PUBLIC WORKS ADMINISTRATION					
100-20-20-420000	Office Supplies	CES Imaging	MONTHLY FEE	75.00	115417
Total Department 20-20 PUBLIC WORKS ADMINISTRATION				75.00	
Department: 20-21 STREET DEPARTMENT					
100-20-21-422000	Clothing	JUETTEN, BENJAMIN	UNIFORM REIMBURSEMENT	45.49	115439
100-20-21-424000	Operating Supplies	Certified Laboratories, In	SAFETY GLASSES, EAR PLUGS, WYPALLS, S	1,066.93	6992
100-20-21-424000	Operating Supplies	Minneapolis Saw Company, I	CHAIN SHARPENING	168.00	115358
100-20-21-424000	Operating Supplies	Newman Signs, Inc.	SIGN FACES	3,322.70	115398
100-20-21-439000	CONTRACT MAINTENANCE	Upper Cut Tree Service	STORM DAMAGE AT 510 RYAN AVE W	950.00	115410
Total Department 20-21 STREET DEPARTMENT				5,553.12	
Department: 20-22 STREET LIGHTING					
100-20-22-436000	Utilities	Xcel Energy	51-5185475-8	142.22	6944
100-20-22-436000	Utilities	Xcel Energy	51-5185475-8	8.25	6982
100-20-22-436000	Utilities	Xcel Energy	51-5185475-8	31.03	6983
100-20-22-436000	Utilities	Xcel Energy	51-5185475-8	25.34	6984
100-20-22-436000	Utilities	Xcel Energy	51-5185475-8	211.09	6985
100-20-22-436000	Utilities	Xcel Energy	51-5185475-8	2,630.30	6986
100-20-22-436000	utilities	Xcel Energy	51-5185477-0	15,045.90	6988
Total Department 20-22 STREET LIGHTING				18,094.13	
Department: 20-30 VEHICLE MAINTENANCE					
100-20-30-421000	Motor Fuel	Kath Fuel Oil Service, Inc	DEF FLUID	776.47	6915
100-20-30-421000	Motor Fuel	Mansfield Oil Company of G	UNLEADED MOTOR FUEL	8,687.43	115419
100-20-30-422000	Clothing	Cintas Corporation	UNIFORM	43.76	115464
100-20-30-422000	Clothing	Cintas Corporation	UNIFORM	43.76	115464
100-20-30-422000	Clothing	Cintas Corporation	UNIFORM	43.76	115414
100-20-30-422000	Clothing	Cintas Corporation	UNIFORM	43.76	115366
100-20-30-423000	vehicle Supplies & Mainten	Allstate Peterbilt of Sout	FILTERS	98.40	115468
100-20-30-423000	vehicle Supplies & Mainten	Allstate Peterbilt of Sout	FILTERS	97.08	115468
100-20-30-423000	vehicle Supplies & Mainten	Allstate Peterbilt of Sout	FILTERS	192.19	115371
100-20-30-423000	vehicle Supplies & Mainten	Astleford International	STEERING DRAG LINK	150.80	115456
100-20-30-423000	vehicle Supplies & Mainten	Certified Laboratories, In	GLOVES, ABSORBENT PADS AND WYPALLS	1,443.24	6992
100-20-30-423000	vehicle Supplies & Mainten	Cintas Corporation	NITRILE GLOVES	97.02	115414
100-20-30-423000	vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	VEHICLE BATTERY	106.39	6912
100-20-30-423000	vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	VEHICLE BATTERY	107.34	6912
100-20-30-423000	vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	BATTERIES FOR STERTIL LIFTS	1,789.68	6937
100-20-30-423000	vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	VEHICLE BATTERY	133.94	6937
100-20-30-423000	vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	VEHICLE BATTERY	245.16	6973
100-20-30-423000	vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	VEHICLE BATTERY	107.34	6973
100-20-30-423000	vehicle Supplies & Mainten	FACTORY MOTOR PARTS CO.	BRAKE ROTORS AND PADS	138.99	6973
100-20-30-423000	vehicle Supplies & Mainten	FLEETPRIDE	HYDRAULIC HOSE AND FITTINGS	117.53	6911
100-20-30-423000	vehicle Supplies & Mainten	FLEETPRIDE	FITTINGS	35.58	6911
100-20-30-423000	vehicle Supplies & Mainten	GRAINGER	HOLE SAW CARBIDE TIPPED	22.47	115347
100-20-30-423000	vehicle Supplies & Mainten	GRAINGER	ANGLE BROOM	76.06	115452

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 100 General Fund					
Department: 20-30 VEHICLE MAINTENANCE					
100-20-30-423000	Vehicle Supplies & Mainten	GRAINGER	SIGN HARDWARE	103.26	115452
100-20-30-423000	Vehicle Supplies & Mainten	Jeff Belzers Roseville Chr	BRAKE PAD KIT	215.25	115424
100-20-30-423000	Vehicle Supplies & Mainten	Jeff Belzers Roseville Chr	GASKETS AND SENSORS	419.77	115424
100-20-30-423000	Vehicle Supplies & Mainten	Jeff Belzers Roseville Chr	BRAKE ROTORS AND PADS	1,335.75	115424
100-20-30-423000	Vehicle Supplies & Mainten	Lawson Products	NYLON CABLE TIES, GA VISA SEAL RING,	498.61	115462
100-20-30-423000	Vehicle Supplies & Mainten	MacQueen Equipment	PUSH-LOK TEE AND NOZZLES	322.09	6940
100-20-30-423000	Vehicle Supplies & Mainten	MacQueen Equipment	MAIN BROOM COVER AND PUSH LOK TEE CON	195.05	6974
100-20-30-423000	Vehicle Supplies & Mainten	MacQueen Equipment	PUSH LOCK TEE CONNECTIONS	154.25	6974
100-20-30-423000	Vehicle Supplies & Mainten	MCMaster-CARR	STEEL PIPE FITTINGS	78.85	115348
100-20-30-423000	Vehicle Supplies & Mainten	MCMaster-CARR	FITTINGS	100.87	115453
100-20-30-423000	Vehicle Supplies & Mainten	MCMaster-CARR	SLEEVEING	86.13	115453
100-20-30-423000	Vehicle Supplies & Mainten	Napa Genuine Parts, Co	MINI LAMPS	28.20	115411
100-20-30-423000	Vehicle Supplies & Mainten	Napa Genuine Parts, Co	FUSES	29.96	115364
100-20-30-423000	Vehicle Supplies & Mainten	RDO Equipment	KNIVES AND SCREWS FOR CHIPPER	854.42	115458
100-20-30-423000	Vehicle Supplies & Mainten	Suburban Tire Wholesale, I	VEHICLE TIRES	690.00	115465
100-20-30-423000	Vehicle Supplies & Mainten	Transwest	FUEL FILTERS	135.18	115426
100-20-30-423000	Vehicle Supplies & Mainten	Transwest	FUEL FILTERS	374.62	115426
100-20-30-423000	Vehicle Supplies & Mainten	Tri State Bobcat, Inc	HYDRAULIC HOSES	170.07	115362
100-20-30-423000	Vehicle Supplies & Mainten	Ziegler Inc	BLADE	85.79	6919
100-20-30-437000	Contract Maint. - Vehicles	Jeff Belzers Roseville Chr	SERVICE TO SQUAD CAR	1,733.42	115472
100-20-30-437000	Contract Maint. - Vehicles	Jeff Belzers Roseville Chr	PROGRAM NEW KEY FOBS FOR SQUAD CAR	1,254.75	115472
100-20-30-437000	Contract Maint. - Vehicles	TWIN CITIES TRANSPORT & RE	TOWING	350.00	115351
100-20-30-437000	Contract Maint. - Vehicles	Universal Truck Service, L	ELECTRICAL REPAIR ON SA PLOW TRUCK	1,394.46	115420
100-20-30-437000	Contract Maint. - Vehicles	WHITE BEAR CM, LLC	TRANSMISSION FLUID SERVICE	895.13	115479
Total Department 20-30 VEHICLE MAINTENANCE				26,104.03	
Department: 23-00 BUILDING MAINTENANCE					
100-23-00-424000	Op Supplies-City Hall	Staples Advantage, Inc.	CLEANING SUPPLIES	590.11	6996
100-23-00-430000	Professional Services	McGough Property Managemen	MANAGEMENT FEE	3,963.00	6927
100-23-00-430000	Professional Services	McGough Property Managemen	LABOR 3/2-3/29/26	3,800.00	6993
100-23-00-436001	Utilities-City Hall	Xcel Energy	51-5185469-0	7,354.56	6943
100-23-00-436003	Utilities-City Garage	Xcel Energy	51-5185469-0	2,221.79	6943
100-23-00-436003	Utilities-City Garage	Xcel Energy	51-5185469-0	2,975.07	6943
100-23-00-439001	CONTRACT MAINTENANCE - CIT	API Garage Door	SALLY PORT PD GARAGE DOOR JAIL	885.00	115475
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Cintas Corporation	3X5 XTRAC MAT ONYX/4X6 XTRAC MAT ONYX	43.19	115413
100-23-00-439001	CONTRACT MAINTENANCE - CIT	Cintas Corporation	3X10 TRAFFIC MAT/4X6 TRAFFIC MAT PD	49.60	115413
100-23-00-439001	CONTRACT MAINTENANCE - CIT	MINT ROOFING	REPAIR ROOF LEAK ABOVE NATALIE'S OFFI	695.37	115431
100-23-00-439001	CONTRACT MAINTENANCE - CIT	TK Elevator Corp.	CITY HALL E#1	1,321.00	115416
100-23-00-439003	Contract Maint.- City Gara	Cintas Corporation	3X5 BRUSH MAT/CHARC PW	33.24	115463
100-23-00-439003	Contract Maint.- City Gara	Cintas Corporation	3X5 BRUSH MAT/CHARC PW	119.78	115413
100-23-00-439003	Contract Maint.- City Gara	Ramsey County Environmenta	HAZARDOUS WASTE GENERATOR LICENSE REN	180.65	115470
100-23-00-439010	Contract Maniit. - HVAC	Yale Mechanical	PERFORM QUARTERLY AUTOMATION MAINTENA	1,415.00	6994
100-23-00-439011	Fiber Maint. & Locates	Zayo Group LLC	CITY FIBER SERVICES	4,553.52	115368
Total Department 23-00 BUILDING MAINTENANCE				30,200.88	
Total Fund 100 General Fund				322,576.77	
Fund: 110 Telecommunications					
Department: 09-00 COMMUNICATIONS					
110-09-00-430000	Professional Services	CivicPlus LLC	AGENDA MANAGEMENT ANNUAL FEE	5,955.75	115365
110-09-00-430000	Professional Services	North Suburban Access Corp	FEB MONTHLY MUNICIPAL MEETING SERVICE	2,383.88	6925
110-09-00-430000	Professional Services	North Suburban Access Corp	JAN MONTHLY MUNICIPAL MEETING SERVICE	2,882.20	6925
110-09-00-430000	Professional Services	Nystrom Publishing Co, Inc	CITY NEWS PRINT NEWSLETTER	7,178.92	115372

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 110 Telecommunications					
Department: 09-00 COMMUNICATIONS					
110-09-00-431100	Postage	Postmaster-Mailing Require	FOR DEPOSIT TO PI 2437	5,133.73	115342
				Total Department 09-00 COMMUNICATIONS	23,534.48
				Total Fund 110 Telecommunications	23,534.48
Fund: 200 Recreation Fund					
Department: 40-40 RECREATION ADMINISTRATION					
200-40-40-443500	Minor Equipment	Metro-INET	DOCKING STATIONS	476.98	6931
				Total Department 40-40 RECREATION ADMINISTRATION	476.98
Department: 40-41 RECREATION FEE PROGRAMS					
200-40-41-424000-PR0267	Operating Supplies	DELL MARKETING L.P.	LAPTOP PURCHASE	1,061.65	115481
200-40-41-430000-PR0202	Professional Services	Willie McCray	SPRING ADULT MEN'S BASKETBALL REFEREE	1,288.00	6929
200-40-41-430000-PR0234	Professional Services	Revolutionary Sports, LLC	REVSPTS MARCH BASKETBALL	627.90	115471
200-40-41-430000-PR0253	Professional Services	KEEP IT CLEAN TWIN CITIES	PARK FACILITY CLEANING	4,049.43	115382
200-40-41-436000-PR0253	Utilities	Xcel Energy	51-0010626247-6	2,291.52	6947
				Total Department 40-41 RECREATION FEE PROGRAMS	9,318.50
Department: 40-42 RECREATION NON FEE PROGRAMS					
200-40-42-430000-PR0121	Professional Services	Fun Jumps Entertainment, I	50% DEPOSIT FOR CARNIVAL GAME RENTALS	590.84	115353
200-40-42-438000	Rental	On Site Companies-OSSTC	END OF MARCH PORTABLE PAYMENTS	56.00	115349
200-40-42-438000	Rental	On Site Companies-OSSTC	ADULT SOFTBALL PORTABLES	552.72	115454
200-40-42-438000	Rental	On Site Companies-OSSTC	EARLY APRIL PORTABLES	144.63	115396
200-40-42-438000	Rental	On Site Companies-OSSTC	APRIL PORTABLE PAYMENT	1,947.64	115454
				Total Department 40-42 RECREATION NON FEE PROGRAMS	3,291.83
Department: 40-50 NATURE CENTER					
200-40-50-430000-PR0119	Professional Services	William Hale	EARTH DAY CHILDRENS MUSIC PERFORMANCE	400.00	115461
200-40-50-436000-PR0119	Utilities	Xcel Energy	51-5185470-3	962.82	6945
				Total Department 40-50 NATURE CENTER	1,362.82
Department: 40-53 SKATING CENTER					
200-40-53-424000	Operating Supplies	Fikes, Inc.	BATHROOM SUPPLIES	284.54	6995
200-40-53-424000	Operating Supplies	GRAINGER	TRASH CAN	132.09	115394
200-40-53-424000	Operating Supplies	GRAINGER	BATTERIES	331.00	115394
200-40-53-424000	Operating Supplies	Kaiser Manufacturing, Inc.	ICE SHOW CURTAIN	4,884.90	115400
200-40-53-424000	Operating Supplies	SHERWIN-WILLIAMS COMPANY	PAINT FOR BANQUET HALLWAY	721.45	115409
200-40-53-424000	Operating Supplies	SHERWIN-WILLIAMS COMPANY	PAINT FOR ARENA BLEACHERS	152.88	115409
200-40-53-424000	Operating Supplies	SHERWIN-WILLIAMS COMPANY	PAINT FOR ARENA BLEACHERS	395.88	115409
200-40-53-424000	Operating Supplies	SHERWIN-WILLIAMS COMPANY	PAINT FOR ARENA BLEACHERS	98.62	115409
200-40-53-424000	Operating Supplies	SHERWIN-WILLIAMS COMPANY	PAINT FOR ARENA BLEACHERS	105.42	115409
200-40-53-424000	Operating Supplies	Twin City Filter Service,	FILTERS	329.84	115361
200-40-53-424000	Operating Supplies	Twin City Filter Service,	FILTER	797.44	115361
200-40-53-424000	Operating Supplies	Twin City Filter Service,	FILTERS	295.36	115361
200-40-53-424000-PR5507	Operating Supplies	RONI MAAS	REFUND RECEIPTS ICE SHOW SIGNS	45.68	115480
200-40-53-425000-PR5512	Merchandise for Sale	ST. CROIX COFFEE & TEA COM	CONCESSION SUPPLIES	325.49	115474
200-40-53-425000-PR5512	Merchandise for Sale	ST. CROIX COFFEE & TEA COM	SUPPLIES FOR CONCESSIONS	747.42	115474
200-40-53-425000-PR5512	Merchandise for Sale	ST. CROIX COFFEE & TEA COM	SUPPLIES FOR CONCESSIONS	432.20	115474
200-40-53-425000-PR5512	Merchandise for Sale	ST. CROIX COFFEE & TEA COM	CONCESSION SUPPLIES	253.45	115474
200-40-53-425000-PR5512	Merchandise for Sale	ST. CROIX COFFEE & TEA COM	CONCESSION SUPPLIES	328.00	115474
200-40-53-430000	Professional Services	CONTROLOGIX SERVICES INC	WORK ON CONTROL SYSTEM FOR RTU	307.50	115383
200-40-53-436000	Utilities	Xcel Energy	51-5185473-6	20,100.54	6980
200-40-53-436000	Utilities	Xcel Energy	51-5185473-6	5,625.88	6981
200-40-53-438000	Rental	Shamrock Group, Inc.	SUPPLIES FOR CONCESSIONS	39.02	115466

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 200 Recreation Fund					
Department: 40-53 SKATING CENTER					
200-40-53-439000	CONTRACT MAINTENANCE	International Chemtex Corp	BROMINE FOR COOLING TOWER	1,314.34	115343
200-40-53-439000	CONTRACT MAINTENANCE	W.L. HALL CO.	MAINTENANCE ON BANQUET ROOM DIVIDER W	725.00	115377
200-40-53-442000	Memberships & Subscription	Comcast	MONTHLY	115.49	115405
Total Department 40-53 SKATING CENTER				38,889.43	
Total Fund 200 Recreation Fund				53,339.56	
Fund: 204 PARK MAINTENANCE					
Department: 40-43 RECREATION MAINTENANCE					
204-40-43-423000	Vehicle Supplies & Mainten	Cushman Motor Co Inc	RIGHT NOSE PIECE FVP PLOW, LEFT NOSE	520.29	6920
204-40-43-424000	Operating Supplies	Certified Laboratories, In	EYEWEAR AND GLOVES	272.24	6949
204-40-43-424000	Operating Supplies	Playpower LT Farmington, I	EQUIPMENT PACKAGE FOR AUTUMN GROVE PA	2,400.46	115407
204-40-43-424000	Operating Supplies	Vacker Inc.	24X36 TUFF PANEL - LANGTON LAKE	227.00	115401
204-40-43-430000	Professional Services	Gilbert Mechanical Contrac	FIRE SPRINKLER SYSTEM INSPECTION - HA	540.00	115408
204-40-43-430000-PR0400	Professional Services	Upper Cut Tree Service	TREE REMOVAL	640.00	115410
204-40-43-431000	Telephone	Verizon	DATA FEBRUARY-MARCH 26- ACC#487223064	356.44	115422
204-40-43-431000-PR0627	Telephone	Verizon	DATA FEBRUARY-MARCH 26- ACC#487223064	35.01	115422
204-40-43-436000	Utilities	Xcel Energy	51-5185471-4	3,656.84	6978
Total Department 40-43 RECREATION MAINTENANCE				8,648.28	
Total Fund 204 PARK MAINTENANCE				8,648.28	
Fund: 220 Municipal Community Band					
Department: 40-44 COMMUNITY BAND					
220-40-44-430000	Professional Services	JONAS OLSON	2026 COMMUNITY BAND SCHOLARSHIP	500.00	115440
Total Department 40-44 COMMUNITY BAND				500.00	
Total Fund 220 Municipal Community Band				500.00	
Fund: 221 Municipal Jazz Band					
Department: 40-45 BIG BAND ACTIVITIES					
221-40-45-430000	Professional Services	FREDERICK MELVIN BALLEW IV	MARCH DIRECTOR PAY	250.00	6958
Total Department 40-45 BIG BAND ACTIVITIES				250.00	
Total Fund 221 Municipal Jazz Band				250.00	
Fund: 260 Community Development					
Department: 00-00 GENERAL					
260-00-00-230135	Tree/Landscape Replac Escr	INTERSTATE LLC - ATTN BRET	LANDSCAPE ESCROW REIMBURSEMENT	12,500.00	115387
Total Department 00-00 GENERAL				12,500.00	
Department: 56-17 BUILDING PERMITS & INSPECTIONS					
260-56-17-420000	Office Supplies	Innovative Office Solution	MARCH OFFICE SUPPLIES	38.49	6950
260-56-17-430007	Electrical Inspections	Stephen Tokle Inspections,	MARCH 2026 TOKLE PAYMENTS	11,987.68	115380
260-56-17-431000	Telephone	Verizon	DATA FEBRUARY-MARCH 26- ACC#487223064	38.41	115422
Total Department 56-17 BUILDING PERMITS & INSPECTIONS				12,064.58	
Department: 56-57 PLANNING DEPARTMENT					
260-56-57-430000	Professional Services	Ramsey County Recorder/Reg	RAMSEY COUNTY RECORDING FEES	92.00	115344
260-56-57-430000	Professional Services	TimeSaver Off Site Secreta	PC MINUTES	178.00	6997
260-56-57-430000	Professional Services	TimeSaver Off Site Secreta	VB MINUTES	307.13	6997
260-56-57-433000	Advertising	St. Paul Pioneer Press	ADVERTISING	49.59	115457
Total Department 56-57 PLANNING DEPARTMENT				626.72	
Department: 56-58 G.I.S. DEPARTMENT					

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 260 Community Development					
Department: 56-58 G.I.S. DEPARTMENT					
260-56-58-442000	Memberships & Subscription	City of White Bear Lake	ANNUAL GIS USERS GROUP FEE	3,649.87	115418
				Total Department 56-58 G.I.S. DEPARTMENT	3,649.87
				Total Fund 260 Community Development	28,841.17
Fund: 265 License Center					
Department: 05-00 DEPUTY REGISTER					
265-05-00-420000	Office Supplies	Innovative Office Solution	MARCH OFFICE SUPPLIES	150.80	6950
265-05-00-424000	Operating Supplies	Innovative Office Solution	MARCH OFFICE SUPPLIES	494.80	6950
265-05-00-424000	Operating Supplies	Staples Advantage, Inc.	DISPOSABLE WIPES 160-COUNT	51.32	6996
265-05-00-424000	Operating Supplies	Staples Advantage, Inc.	CLEANING SUPPLIES	147.53	6996
265-05-00-430000	Professional Services	Cintas Corporation	3X5 TRAFFIC MAT/LIC & PASS	89.36	115463
265-05-00-430000	Professional Services	Cintas Corporation	3X10 BLACK MAT LIC & PASS	89.36	115413
265-05-00-431000	Telephone	CenturyLink	PHONE	126.94	115352
265-05-00-431000	Telephone	CenturyLink	SERVICE 12/10/25 - 4/9/26, ACCT 33353	223.44	115352
265-05-00-436000	Utilities	Xcel Energy	51-5185478-1	834.58	6946
265-05-00-448000	Miscellaneous	Shred-N-Go, Inc.	LICENSE CETNER SHREDDING THRU MARCH	157.30	115423
				Total Department 05-00 DEPUTY REGISTER	2,365.43
				Total Fund 265 License Center	2,365.43
Fund: 400 Equipment Revolving					
Department: 10-00 POLICE DEPARTMENT					
400-10-00-452000	Vehicles / Equipment	MacQueen Equipment	SQUAD CONVERSION/OUTFIT 2302 STRIP/ N	24,090.85	6940
400-10-00-453000	Other Improvements	Galls, LLC	GAS MAKES (2)	1,174.00	6922
400-10-00-453000	Other Improvements	Master Technology Group	DATA CABLE INSTALLATION FOR TV - CONF	711.29	115359
400-10-00-453000	Other Improvements	SOS OFFICE FURNITURE	FURNITURE FOR CAT OFFICE	335.75	115367
400-10-00-453000	Other Improvements	STREICHER'S	RAIL SYSTEMS FOR HELMETS 15	2,520.00	6921
400-10-00-453000	Other Improvements	STREICHER'S	HELMETS AND LINERS (NASPO) 15	9,900.00	6921
				Total Department 10-00 POLICE DEPARTMENT	38,731.89
				Total Fund 400 Equipment Revolving	38,731.89
Fund: 401 Fire Equipment					
Department: 13-00 FIRE DEPARTMENT					
401-13-00-453000	Other Improvements	MES SERVICE COMPANY LLC	GLOVES	820.26	6924
401-13-00-453000	Other Improvements	REP FITNESS,LLC	GYM EQUIPMENT	6,608.45	6934
				Total Department 13-00 FIRE DEPARTMENT	7,428.71
Department: 13-13 FIRE DEPARTMENT ADMINISTRATION					
401-13-13-452004	Fire Department Vehicles	MacQueen Equipment	AMBULANCE	1,298.53	6916
401-13-13-452004	Fire Department Vehicles	MacQueen Equipment	CIP	295.06	6940
				Total Department 13-13 FIRE DEPARTMENT ADMINISTRATION	1,593.59
				Total Fund 401 Fire Equipment	9,022.30
Fund: 404 Finance Equipment Revolving					
Department: 04-00 FINANCE					
404-04-00-439000	CONTRACT MAINTENANCE	Metro-INET	DOCKING STATIONS	238.49	6931
				Total Department 04-00 FINANCE	238.49
				Total Fund 404 Finance Equipment Revolving	238.49
Fund: 409 CENTRAL SERVICES FUND					
Department: 08-00 CENTRAL SERVICES					

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 409 CENTRAL SERVICES FUND					
Department: 08-00 CENTRAL SERVICES					
409-08-00-438100	Rental-Copier Machines	Definitive Technology Solu	COPIER RENTAL	2,029.00	115375
409-08-00-438101	Postage Meter	GreatAmerica Financial Ser	POSTAGE MACHINE RENTAL	332.00	6957
				<u>Total Department 08-00 CENTRAL SERVICES</u>	<u>2,361.00</u>
				<u>Total Fund 409 CENTRAL SERVICES FUND</u>	<u>2,361.00</u>
Fund: 410 GENERAL FACILITIES REPLACEMENT FUND					
Department: 23-00 BUILDING MAINTENANCE					
410-23-00-453000-PW2620	Other Improvements	SOS OFFICE FURNITURE	FURNITURE - PD	18,515.88	115367
				<u>Total Department 23-00 BUILDING MAINTENANCE</u>	<u>18,515.88</u>
Department: 40-53 SKATING CENTER					
410-40-53-452000	Vehicles & Equipment	APEX MECHANICAL	ARENA REZNOR UNITS	27,216.50	115392
410-40-53-452000	Vehicles & Equipment	APEX MECHANICAL	REZNOR UNITS FOR ARENA	8,011.00	115392
410-40-53-452000	Vehicles & Equipment	APEX MECHANICAL	CHANGE ORDER REZNOR UNITS	10,948.79	115392
				<u>Total Department 40-53 SKATING CENTER</u>	<u>46,176.29</u>
				<u>Total Fund 410 GENERAL FACILITIES REPLACEMENT FUND</u>	<u>64,692.17</u>
Fund: 413 MAINTENANCE FACILITY					
Department: 20-00 PUBLIC WORKS GENERAL					
413-20-00-430000	Professional Services	Kennedy & Graven, Chartere	MARCH MONTHLY NON-RETAINER	152.50	115460
413-20-00-430000	Professional Services	Kennedy & Graven, Chartere	MARCH MONTHLY NON-RETAINER	259.00	115460
413-20-00-430000	Professional Services	LHB Inc	MOC AND LPCDS	52,465.48	6928
413-20-00-430000	Professional Services	LHB Inc	MOC AND LPCDS	185.62	6928
				<u>Total Department 20-00 PUBLIC WORKS GENERAL</u>	<u>53,062.60</u>
				<u>Total Fund 413 MAINTENANCE FACILITY</u>	<u>53,062.60</u>
Fund: 414 PASSPORT / LICENSE CENTER					
Department: 05-00 DEPUTY REGISTER					
414-05-00-430000	Professional Services	LHB Inc	MOC AND LPCDS	33,053.27	6928
				<u>Total Department 05-00 DEPUTY REGISTER</u>	<u>33,053.27</u>
				<u>Total Fund 414 PASSPORT / LICENSE CENTER</u>	<u>33,053.27</u>
Fund: 590 Special Assmt. Construction					
Department: 20-23 STREET CONSTRUCTION					
590-20-23-453000-PW2504	Other Improvements	North Valley, Inc.	2025 PMP	12,914.10	115357
590-20-23-453000-PW2504	Other Improvements	North Valley, Inc.	2025 PMP	72,015.02	115357
590-20-23-453000-PW2604	Other Improvements	Braun Intertec Corporation	2026 PMP	9,488.85	115346
590-20-23-453000-PW2604	Other Improvements	Braun Intertec Corporation	2026 PMP	14,842.95	115451
				<u>Total Department 20-23 STREET CONSTRUCTION</u>	<u>109,260.92</u>
				<u>Total Fund 590 Special Assmt. Construction</u>	<u>109,260.92</u>
Fund: 592 Street Construction - 2022					
Department: 20-23 STREET CONSTRUCTION					
592-20-23-490000-PW2204	Contractor Payments	MN DEPT OF TRANSPORTATION	BITUMINOUS PLANT INSPECTION	639.90	115403
				<u>Total Department 20-23 STREET CONSTRUCTION</u>	<u>639.90</u>
				<u>Total Fund 592 Street Construction - 2022</u>	<u>639.90</u>
Fund: 600 Sanitary Sewer					
Department: 00-00 GENERAL					
600-00-00-202000	Accounts Payable	AC ESTATES LLC	UB refund for account: 027257-000	0.75	115482

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 600 Sanitary Sewer					
Department: 00-00 GENERAL					
600-00-00-202000	Accounts Payable	ALI BROWN & MICHELLE LORD	UB refund for account: 023385-000	1.43	115445
600-00-00-202000	Accounts Payable	ALI BROWN & MICHELLE LORD	UB refund for account: 023385-000	1.97	115445
600-00-00-202000	Accounts Payable	ARMIN & EMMIA NAZARINIA	UB refund for account: 023684-000	1.20	115488
600-00-00-202000	Accounts Payable	ARMIN & EMMIA NAZARINIA	UB refund for account: 023684-000	1.41	115488
600-00-00-202000	Accounts Payable	B E CREGAN	UB refund for account: 002560-000	1.63	115446
600-00-00-202000	Accounts Payable	B E CREGAN	UB refund for account: 002560-000	5.14	115446
600-00-00-202000	Accounts Payable	CHAD SANDA	UB refund for account: 019914-000	19.76	115483
600-00-00-202000	Accounts Payable	CHAD SANDA	UB refund for account: 019914-000	113.12	115483
600-00-00-202000	Accounts Payable	DANIEL HILDEBRAND	UB refund for account: 026447-000	1.23	115492
600-00-00-202000	Accounts Payable	DANIEL HILDEBRAND	UB refund for account: 026447-000	4.92	115492
600-00-00-202000	Accounts Payable	ESTATE OF JAMES MURRY	UB refund for account: 009651-000	15.68	115448
600-00-00-202000	Accounts Payable	GINA SANTORI	UB refund for account: 024577-000	4.60	115491
600-00-00-202000	Accounts Payable	GINA SANTORI	UB refund for account: 024577-000	6.15	115491
600-00-00-202000	Accounts Payable	JAMES ALFONSE	UB refund for account: 009627-000	50.92	115486
600-00-00-202000	Accounts Payable	JAY WALLISH	UB refund for account: 007335-000	7.21	115447
600-00-00-202000	Accounts Payable	KIRK ANDERSON	UB refund for account: 025847-000	0.34	115388
600-00-00-202000	Accounts Payable	KIRK ANDERSON	UB refund for account: 025847-000	3.29	115388
600-00-00-202000	Accounts Payable	LOR YANG	UB refund for account: 023058-000	6.44	115487
600-00-00-202000	Accounts Payable	MATTHEW PALMERSTEN	UB refund for account: 017164-000	5.27	115390
600-00-00-202000	Accounts Payable	MATTHEW PALMERSTEN	UB refund for account: 017164-000	7.30	115390
600-00-00-202000	Accounts Payable	RICHARD & DEBRA TIMMING	UB refund for account: 019702-000	4.43	115389
600-00-00-202000	Accounts Payable	RICHARD & DEBRA TIMMING	UB refund for account: 019702-000	6.15	115389
600-00-00-202000	Accounts Payable	RYAN NELSON	UB refund for account: 020688-000	7.21	115490
600-00-00-202000	Accounts Payable	RYAN NELSON	UB refund for account: 020688-000	10.85	115490
600-00-00-202000	Accounts Payable	SUE DUIJNDAM	UB refund for account: 008200-000	0.55	115485
600-00-00-202000	Accounts Payable	SUE DUIJNDAM	UB refund for account: 008200-000	6.56	115485
600-00-00-202000	Accounts Payable	THEODORE & GINA CIGANIK	UB refund for account: 012424-000	7.76	115484
600-00-00-202000	Accounts Payable	THEODORE & GINA CIGANIK	UB refund for account: 012424-000	55.18	115484
Total Department 00-00 GENERAL				358.45	
Department: 50-00 SANITARY SEWER					
600-50-00-370100	SANITARY SEWER - CONSUMPTI	City of Maplewood	SEWER AND STORM REIMBURSEMENT	98,187.29	6991
600-50-00-424000	Operating Supplies	Certified Laboratories, In	SAFETY GLASSES, EAR PLUGS, WYPALLS, S	150.00	6992
600-50-00-424000	Operating Supplies	Flexible Pipe Tools & Equi	20035-00-TWBT HIGH VIS 0-5000 FLANGE	271.40	6913
600-50-00-430000	Professional Services	Gopher State One Call	LOCATE TICKETS	172.35	6938
600-50-00-430000	Professional Services	InfoSend, Inc.	MARCH 2026 BILLING	18.83	6998
600-50-00-430000	Professional Services	Pipe Services Inc	TELEVISIONING	1,095.37	115355
600-50-00-431100	Postage	InfoSend, Inc.	MARCH 2026 BILLING	0.00	6998
600-50-00-436000	Utilities	Xcel Energy	51-0011038709-9	2,029.96	6948
600-50-00-439000	CONTRACT MAINTENANCE	MacQueen Equipment	REEL REPAIR/SEWER CAMERA	2,415.39	6974
600-50-00-445000	Metro Waste Control Board	Metropolitan Council	WASTE WATER SERVICES	311,124.02	6917
600-50-00-448600	Credit Card Fees	INVOICE CLOUD	MARCH INVOICE AND CC PROCESSING FEES	4,685.84	6932
600-50-00-452000	Vehicles / Equipment	Custom Truck One Source	DRAWER SET, 20.70" X 30" X 12" FOR UN	3,149.81	115376
600-50-00-453000-PW2504	Other Improvements	North valley, Inc.	2025 PMP	(1,865.17)	115357
600-50-00-453000-PW2504	Other Improvements	North valley, Inc.	2025 PMP	1,335.74	115357
600-50-00-453000-PW2516	Other Improvements	Bolton & Menk, Inc.	10-YEAR CIP LIFT STATION ANALYSIS	9,039.30	115360
600-50-00-453000-PW2607	Other Improvements	JOAN BROWN	I&I GRANT 50%	4,487.00	115441
Total Department 50-00 SANITARY SEWER				436,297.13	
Total Fund 600 Sanitary Sewer				436,655.58	

Fund: 610 Water Fund
Department: 00-00 GENERAL

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	AC ESTATES LLC	UB refund for account: 027257-000	4.20	115482
610-00-00-202000	Accounts Payable	AC ESTATES LLC	UB refund for account: 027257-000	7.28	115482
610-00-00-202000	Accounts Payable	ALI BROWN & MICHELLE LORD	UB refund for account: 023385-000	0.11	115445
610-00-00-202000	Accounts Payable	ALI BROWN & MICHELLE LORD	UB refund for account: 023385-000	2.07	115445
610-00-00-202000	Accounts Payable	ARMIN & EMMIA NAZARINIA	UB refund for account: 023684-000	0.08	115488
610-00-00-202000	Accounts Payable	ARMIN & EMMIA NAZARINIA	UB refund for account: 023684-000	1.49	115488
610-00-00-202000	Accounts Payable	B E CREGAN	UB refund for account: 002560-000	0.28	115446
610-00-00-202000	Accounts Payable	B E CREGAN	UB refund for account: 002560-000	2.52	115446
610-00-00-202000	Accounts Payable	B E CREGAN	UB refund for account: 002560-000	5.40	115446
610-00-00-202000	Accounts Payable	CHAD SANDA	UB refund for account: 019914-000	6.12	115483
610-00-00-202000	Accounts Payable	CHAD SANDA	UB refund for account: 019914-000	118.87	115483
610-00-00-202000	Accounts Payable	DANIEL HILDEBRAND	UB refund for account: 026447-000	0.27	115492
610-00-00-202000	Accounts Payable	DANIEL HILDEBRAND	UB refund for account: 026447-000	5.16	115492
610-00-00-202000	Accounts Payable	ESTATE OF JAMES MURRY	UB refund for account: 009651-000	24.42	115448
610-00-00-202000	Accounts Payable	GINA SANTORI	UB refund for account: 024577-000	0.33	115491
610-00-00-202000	Accounts Payable	GINA SANTORI	UB refund for account: 024577-000	6.46	115491
610-00-00-202000	Accounts Payable	JAMES ALFONSE	UB refund for account: 009627-000	2.77	115486
610-00-00-202000	Accounts Payable	JAMES ALFONSE	UB refund for account: 009627-000	53.51	115486
610-00-00-202000	Accounts Payable	JAY WALLISH	UB refund for account: 007335-000	11.44	115447
610-00-00-202000	Accounts Payable	KIRK ANDERSON	UB refund for account: 025847-000	0.18	115388
610-00-00-202000	Accounts Payable	KIRK ANDERSON	UB refund for account: 025847-000	3.45	115388
610-00-00-202000	Accounts Payable	LOR YANG	UB refund for account: 023058-000	0.35	115487
610-00-00-202000	Accounts Payable	LOR YANG	UB refund for account: 023058-000	6.77	115487
610-00-00-202000	Accounts Payable	MATTHEW PALMERSTEN	UB refund for account: 017164-000	0.39	115390
610-00-00-202000	Accounts Payable	MATTHEW PALMERSTEN	UB refund for account: 017164-000	7.68	115390
610-00-00-202000	Accounts Payable	RICHARD & DEBRA TIMMING	UB refund for account: 019702-000	0.33	115389
610-00-00-202000	Accounts Payable	RICHARD & DEBRA TIMMING	UB refund for account: 019702-000	6.46	115389
610-00-00-202000	Accounts Payable	RYAN NELSON	UB refund for account: 020688-000	0.59	115490
610-00-00-202000	Accounts Payable	RYAN NELSON	UB refund for account: 020688-000	11.39	115490
610-00-00-202000	Accounts Payable	SUE DUIJNDAM	UB refund for account: 008200-000	0.36	115485
610-00-00-202000	Accounts Payable	SUE DUIJNDAM	UB refund for account: 008200-000	6.89	115485
610-00-00-202000	Accounts Payable	THEODORE & GINA CIGANIK	UB refund for account: 012424-000	2.98	115484
610-00-00-202000	Accounts Payable	THEODORE & GINA CIGANIK	UB refund for account: 012424-000	57.97	115484
610-00-00-202000	Accounts Payable	TOM & KATHLEEN MALEITZKE	UB refund for account: 026166-000	19.75	115489
610-00-00-208100	State Surcharge-Water	MN Dept of Health-Drinking	QTR 1 2026 STATE ASSESSMENT	25,342.47	115450
Total Department 00-00 GENERAL				25,720.79	
Department: 51-00 WATER FUND					
610-51-00-424000	Operating Supplies	Certified Laboratories, In	SAFETY GLASSES, EAR PLUGS, WYPALLS, S	150.00	6992
610-51-00-424000	Operating Supplies	FERGUSON WATERWORKS #2518	R900 BELT CLIP BATTERY	264.00	6952
610-51-00-424000	Operating Supplies	FERGUSON WATERWORKS #2518	GATE VALVE TUBE PARTS (STOCK)	2,187.85	6952
610-51-00-424000	Operating Supplies	Fra-Dor Inc.	RIVER ROCK	554.40	115399
610-51-00-424000	Operating Supplies	SUPERIOR SAND AND GRAVEL I	WATER BREAK SPOIL DISPOSAL	960.00	115432
610-51-00-430000	Professional Services	Gopher State One Call	LOCATE TICKETS	172.35	6938
610-51-00-430000	Professional Services	InfoSend, Inc.	MARCH 2026 BILLING	18.83	6998
610-51-00-430000	Professional Services	Twin City Water Clinic, In	MARCH DISTRIBUTION SAMPLES	680.00	115455
610-51-00-430000	Professional Services	Water Conservation Service	WATER LEAK LOCATE/2270 ACORN ROAD	427.28	115412
610-51-00-431100	Postage	InfoSend, Inc.	MARCH 2026 BILLING	0.00	6998
610-51-00-436000	Utilities	Xcel Energy	51-5185476-9	5,279.89	6987
610-51-00-443600	Software Operating Charges	Comcast	706 SHRYER - BOOSTER STATION	522.13	115404
610-51-00-453000-PW2504	Other Improvements	North Valley, Inc.	2025 PMP	378.50	115357
Total Department 51-00 WATER FUND				11,595.23	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 610 Water Fund					
				Total Fund 610 Water Fund	37,316.02
Fund: 620 Golf Course					
Department: 00-00 GENERAL					
620-00-00-209001	Use Tax Payable	Xcel Energy	51-5185467-8	(75.25)	6977
				Total Department 00-00 GENERAL	(75.25)
Department: 52-51 CEDARHOLM GOLF COURSE					
620-52-51-382100	Building Rental	BARNES PARK SIGN LANGUAGE	DAMAGE DEPOSIT REFUND - CEDARHOLM REN	200.00	115444
620-52-51-424000	Operating Supplies	Davis Lock & Safe Inc	DOOR HANDLE FOR THE GOLF COURSE SHOP	250.00	115350
620-52-51-424000	Operating Supplies	Fikes, Inc.	PAPER TOWELS & TOILET PAPER	158.76	6954
620-52-51-424000	Operating Supplies	Plaisted Companies, Inc	70/30 CONSTRUCTION	757.85	115397
620-52-51-424000	Operating Supplies	Uline	TRASH LINERS	425.65	6926
620-52-51-425000	Merchandise for Sale	Capitol Beverage Sales, LP	BEER FOR RESALE	440.00	6935
620-52-51-425000	Merchandise for Sale	Capitol Beverage Sales, LP	BEER FOR RESALE	259.65	6972
620-52-51-425000	Merchandise for Sale	Capitol Beverage Sales, LP	BEER FOR RESALE	120.95	6910
620-52-51-430000	Professional Services	PURE TAP INC	CLEANING BEER LINES	79.00	115477
620-52-51-436000	Utilities	Xcel Energy	51-5185467-8	1,169.78	6977
620-52-51-438000	Rental	DLL Finance LLC	CART RENTAL	1,875.00	115427
620-52-51-438000	Rental	On Site Companies-OSSTC	STD CONSTRUCTION RESTROOM - CEDARHOLM	75.00	115396
620-52-51-438000	Rental	On Site Companies-OSSTC	PICK-UP / DELIVERY TO CEDARHOLM	50.00	115396
620-52-51-439000	CONTRACT MAINTENANCE	CENTRAL MCGOWAN, INC.	BULK CO2 CYLINDER	53.00	115381
620-52-51-439000	CONTRACT MAINTENANCE	COMPASS GROUP NAD	COMMERCIAL COFFEEMAKER - WATER FILTRA	238.00	115438
				Total Department 52-51 CEDARHOLM GOLF COURSE	6,152.64
				Total Fund 620 Golf Course	6,077.39
Fund: 640 Storm Drainage					
Department: 00-00 GENERAL					
640-00-00-202000	Accounts Payable	ALI BROWN & MICHELLE LORD	UB refund for account: 023385-000	1.15	115445
640-00-00-202000	Accounts Payable	ARMIN & EMMIA NAZARINIA	UB refund for account: 023684-000	0.82	115488
640-00-00-202000	Accounts Payable	B E CREGAN	UB refund for account: 002560-000	3.00	115446
640-00-00-202000	Accounts Payable	CHAD SANDA	UB refund for account: 019914-000	66.16	115483
640-00-00-202000	Accounts Payable	DANIEL HILDEBRAND	UB refund for account: 026447-000	2.87	115492
640-00-00-202000	Accounts Payable	GINA SANTORI	UB refund for account: 024577-000	3.59	115491
640-00-00-202000	Accounts Payable	JAMES ALFONSE	UB refund for account: 009627-000	29.77	115486
640-00-00-202000	Accounts Payable	KIRK ANDERSON	UB refund for account: 025847-000	1.92	115388
640-00-00-202000	Accounts Payable	LOR YANG	UB refund for account: 023058-000	3.77	115487
640-00-00-202000	Accounts Payable	MATTHEW PALMERSTEN	UB refund for account: 017164-000	4.27	115390
640-00-00-202000	Accounts Payable	RICHARD & DEBRA TIMMING	UB refund for account: 019702-000	3.60	115389
640-00-00-202000	Accounts Payable	RYAN NELSON	UB refund for account: 020688-000	6.34	115490
640-00-00-202000	Accounts Payable	SUE DUIJNDAM	UB refund for account: 008200-000	3.83	115485
640-00-00-202000	Accounts Payable	THEODORE & GINA CIGANIK	UB refund for account: 012424-000	32.27	115484
				Total Department 00-00 GENERAL	163.36
Department: 54-00 STORM WATER					
640-54-00-374000	Storm Drainage	City of Maplewood	SEWER AND STORM REIMBURSEMENT	9,726.38	6991
640-54-00-422000	Clothing	JUETTEN, BENJAMIN	UNIFORM REIMBURSEMENT	24.49	115439
640-54-00-424000	Operating Supplies	Certified Laboratories, In	SAFETY GLASSES, EAR PLUGS, WYPALLS, S	1,000.00	6992
640-54-00-424000	Operating Supplies	Ramy Turf Products, LLC	TUBE SOCKS C	104.00	6971
640-54-00-430000	Professional Services	Gopher State One Call	LOCATE TICKETS	172.35	6938
640-54-00-430000	Professional Services	InfoSend, Inc.	MARCH 2026 BILLING	18.82	6998
640-54-00-430000	Professional Services	Pipe Services Inc	TELEVISIONG	926.63	115355
640-54-00-430000	Professional Services	TimeSaver Off Site Secreta	PWET MINUTES	576.75	6997

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 640 Storm Drainage					
Department: 54-00 STORM WATER					
640-54-00-431100	Postage	InfoSend, Inc.	MARCH 2026 BILLING	0.00	6998
640-54-00-436000	Utilities	Xcel Energy	51-5185472-5	841.86	6979
640-54-00-436000	Utilities	Xcel Energy	51-0012990252-6	21.19	6989
640-54-00-439000	CONTRACT MAINTENANCE	CORIECITY COATINGS	BLASTING, PRIMING AND PAINTING	660.00	115478
640-54-00-439000	CONTRACT MAINTENANCE	METRO BLOOMS DESIGN+BUILD,	BRENNER BASIN MAINTENANCE	2,771.22	115433
640-54-00-453000-PW2504	Other Improvements	North Valley, Inc.	2025 PMP	4,299.55	115357
640-54-00-453000-PW2516	Other Improvements	Bolton & Menk, Inc.	10-YEAR CIP LIFT STATION ANALYSIS	4,565.31	115360
640-54-00-490000-PW2608	Payments to Contractors	Kimley-Horn & Associates,	WILLOW POND EAW THRU MARCH	4,750.00	115449
Total Department 54-00 STORM WATER				30,458.55	
Total Fund 640 Storm Drainage				30,621.91	
Fund: 650 ENVIRONMENTAL					
Department: 00-00 GENERAL					
650-00-00-202000	Accounts Payable	ALI BROWN & MICHELLE LORD	UB refund for account: 023385-000	0.68	115445
650-00-00-202000	Accounts Payable	ARMIN & EMMIA NAZARINIA	UB refund for account: 023684-000	0.48	115488
650-00-00-202000	Accounts Payable	B E CREGAN	UB refund for account: 002560-000	1.76	115446
650-00-00-202000	Accounts Payable	CHAD SANDA	UB refund for account: 019914-000	38.81	115483
650-00-00-202000	Accounts Payable	DANIEL HILDEBRAND	UB refund for account: 026447-000	1.69	115492
650-00-00-202000	Accounts Payable	GINA SANTORI	UB refund for account: 024577-000	2.11	115491
650-00-00-202000	Accounts Payable	JAMES ALFONSE	UB refund for account: 009627-000	17.46	115486
650-00-00-202000	Accounts Payable	KIRK ANDERSON	UB refund for account: 025847-000	1.13	115388
650-00-00-202000	Accounts Payable	LOR YANG	UB refund for account: 023058-000	2.21	115487
650-00-00-202000	Accounts Payable	MATTHEW PALMERSTEN	UB refund for account: 017164-000	2.50	115390
650-00-00-202000	Accounts Payable	RICHARD & DEBRA TIMMING	UB refund for account: 019702-000	2.11	115389
650-00-00-202000	Accounts Payable	RYAN NELSON	UB refund for account: 020688-000	3.72	115490
650-00-00-202000	Accounts Payable	SUE DUIJNDAM	UB refund for account: 008200-000	2.25	115485
650-00-00-202000	Accounts Payable	THEODORE & GINA CIGANIK	UB refund for account: 012424-000	18.94	115484
Total Department 00-00 GENERAL				95.85	
Department: 65-00 SOLID WASTE RECYCLE					
650-65-00-430000-PW2407	Professional Services	PALE BLUE DOT LLC	CLIMATE EQUITY ACTION PLAN THRU MARCH	15,203.64	115435
Total Department 65-00 SOLID WASTE RECYCLE				15,203.64	
Total Fund 650 ENVIRONMENTAL				15,299.49	
Fund: 700 Workers Compensation					
Department: 60-00 WORKERS COMPENSATION					
700-60-00-430000	Professional Services	SFM RISK SOLUTIONS	MARCH 26 ADMIN SERVICES	506.00	6923
700-60-00-430011	Police Patrol Claims	SFM RISK SOLUTIONS	MARCH 26 ADMIN SERVICES	514.00	6923
700-60-00-435000	Insurance	WCRA	PY2026 - INSTALLMENT 2 PREMIUM	5,145.86	6941
700-60-00-435000	Insurance	WCRA	PY2026 - INSTALLMENT 1 PREMIUM	5,145.86	6918
Total Department 60-00 WORKERS COMPENSATION				11,311.72	
Total Fund 700 workers Compensation				11,311.72	
Fund: 710 Risk Management					
Department: 00-00 GENERAL					
710-00-00-210503	DENTAL	Delta Dental Plan of Minne	DENTAL CLAIMS MARCH 2026	7,115.11	6936
710-00-00-210503	DENTAL	Delta Dental Plan of Minne	DENTAL AMIN FEE MARCH 2026	1,387.44	6936
Total Department 00-00 GENERAL				8,502.55	
Department: 61-00 RISK MANAGEMENT					
710-61-00-430009	Administrative Claims	League of MN Cities Ins Tr	CLAIM 447307	5,307.25	115459

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 710 Risk Management					
Department: 61-00 RISK MANAGEMENT					
710-61-00-441000	Training	U.S. COMPLIANCE, LLC	SAFETY	600.00	115436
				<u>Total Department 61-00 RISK MANAGEMENT</u>	5,907.25
				<u>Total Fund 710 Risk Management</u>	14,409.80
 Fund: 725 EDA Operating Fund					
Department: 57-00 EDA - GENERAL					
725-57-00-448000	Miscellaneous	St. Paul Area Chamber of C	PARTNERSHIP DUES/MEMBERSHIP INVESTMEN	450.00	115370
				<u>Total Department 57-00 EDA - GENERAL</u>	450.00
				<u>Total Fund 725 EDA Operating Fund</u>	450.00

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY GL DISTRIBUTION ---					
		100-00-00-210300	State Income Tax	15,385.34	
		100-00-00-210502	Employer Life Insurance	2,031.07	
		100-00-00-210600	Union Dues Deduction	7,927.75	
		100-00-00-211100	ICMA Def Comp	22,705.95	
		100-00-00-211101	Mission SQ Roth	800.00	
		100-00-00-211200	MN Child Support Payments	627.58	
		100-00-00-211202	HRA Employer	10,215.00	
		100-01-00-430000	Professional Services	32,101.03	
		100-01-00-433000	Advertising	474.82	
		100-02-00-420000	Office Supplies	281.36	
		100-02-00-430000	Professional Services	86,124.00	
		100-02-00-439000	CONTRACT MAINTENANCE	165.00	
		100-04-00-420000	Office Supplies	25.34	
		100-04-00-430000	Professional Services	3,153.21	
		100-06-00-430000	Professional Services	35,921.00	
		100-08-00-424000	Operating Supplies	599.50	
		100-10-00-420000	Office Supplies	167.64	
		100-10-00-422000	Clothing	1,291.46	
		100-10-00-423000	Vehicle Supplies & Maintenance	689.00	
		100-10-00-424000	Operating Supplies	786.10	
		100-10-00-430000	Professional Services	2,749.64	
		100-10-00-431000	Telephone	40.01	
		100-10-00-437000	Contract Maint. - Vehicles	260.30	
		100-10-00-439000	CONTRACT MAINTENANCE	1,435.46	
		100-10-00-442000	Memberships & Subscriptions	400.00	
		100-10-00-443500	Minor Equipment	411.12	
		100-13-00-422000	Clothing	5,276.83	
		100-13-00-423000	Vehicle Supplies & Maintenance	645.40	
		100-13-00-424000	Operating Supplies	642.00	
		100-13-00-430000	Professional Services	1,853.00	
		100-13-00-437000	Contract Maint. - Vehicles	110.50	
		100-13-00-439000	CONTRACT MAINTENANCE	2,908.78	
		100-13-00-441000	Training	625.00	
		100-13-13-436000	Utilities	3,636.69	
		100-13-18-436000	Utilities	82.73	
		100-20-20-420000	Office Supplies	75.00	
		100-20-21-422000	Clothing	45.49	
		100-20-21-424000	Operating Supplies	4,557.63	
		100-20-21-439000	CONTRACT MAINTENANCE	950.00	
		100-20-22-436000	Utilities	18,094.13	
		100-20-30-421000	Motor Fuel	9,463.90	
		100-20-30-422000	Clothing	175.04	
		100-20-30-423000	Vehicle Supplies & Maintenance	10,837.33	
		100-20-30-437000	Contract Maint. - Vehicles	5,627.76	
		100-23-00-424000	Op Supplies-City Hall	590.11	
		100-23-00-430000	Professional Services	7,763.00	
		100-23-00-436001	Utilities-City Hall	7,354.56	
		100-23-00-436003	Utilities-City Garage	5,196.86	
		100-23-00-439001	CONTRACT MAINTENANCE - CITY HALL	2,994.16	
		100-23-00-439003	Contract Maint.- City Garage	333.67	
		100-23-00-439010	Contract Manit. - HVAC	1,415.00	
		100-23-00-439011	Fiber Maint. & Locates	4,553.52	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		110-09-00-430000	Professional Services	18,400.75	
		110-09-00-431100	Postage	5,133.73	
		200-40-40-443500	Minor Equipment	476.98	
		200-40-41-424000-PR0267	Operating Supplies	1,061.65	
		200-40-41-430000-PR0202	Professional Services	1,288.00	
		200-40-41-430000-PR0234	Professional Services	627.90	
		200-40-41-430000-PR0253	Professional Services	4,049.43	
		200-40-41-436000-PR0253	Utilities	2,291.52	
		200-40-42-430000-PR0121	Professional Services	590.84	
		200-40-42-438000	Rental	2,700.99	
		200-40-50-430000-PR0119	Professional Services	400.00	
		200-40-50-436000-PR0119	Utilities	962.82	
		200-40-53-424000	Operating Supplies	8,529.42	
		200-40-53-424000-PR5507	Operating Supplies	45.68	
		200-40-53-425000-PR5512	Merchandise for Sale	2,086.56	
		200-40-53-430000	Professional Services	307.50	
		200-40-53-436000	Utilities	25,726.42	
		200-40-53-438000	Rental	39.02	
		200-40-53-439000	CONTRACT MAINTENANCE	2,039.34	
		200-40-53-442000	Memberships & Subscriptions	115.49	
		204-40-43-423000	Vehicle Supplies & Maintenance	520.29	
		204-40-43-424000	Operating Supplies	2,899.70	
		204-40-43-430000	Professional Services	540.00	
		204-40-43-430000-PR0400	Professional Services	640.00	
		204-40-43-431000	Telephone	356.44	
		204-40-43-431000-PR0627	Telephone	35.01	
		204-40-43-436000	Utilities	3,656.84	
		220-40-44-430000	Professional Services	500.00	
		221-40-45-430000	Professional Services	250.00	
		260-00-00-230135	Tree/Landscape Replac Escrow	12,500.00	
		260-56-17-420000	Office Supplies	38.49	
		260-56-17-430007	Electrical Inspections	11,987.68	
		260-56-17-431000	Telephone	38.41	
		260-56-57-430000	Professional Services	577.13	
		260-56-57-433000	Advertising	49.59	
		260-56-58-442000	Memberships & Subscriptions	3,649.87	
		265-05-00-420000	Office Supplies	150.80	
		265-05-00-424000	Operating Supplies	693.65	
		265-05-00-430000	Professional Services	178.72	
		265-05-00-431000	Telephone	350.38	
		265-05-00-436000	Utilities	834.58	
		265-05-00-448000	Miscellaneous	157.30	
		400-10-00-452000	Vehicles / Equipment	24,090.85	
		400-10-00-453000	Other Improvements	14,641.04	
		401-13-00-453000	Other Improvements	7,428.71	
		401-13-13-452004	Fire Department Vehicles	1,593.59	
		404-04-00-439000	CONTRACT MAINTENANCE	238.49	
		409-08-00-438100	Rental-Copier Machines	2,029.00	
		409-08-00-438101	Postage Meter	332.00	
		410-23-00-453000-PW2620	Other Improvements	18,515.88	
		410-40-53-452000	Vehicles & Equipment	46,176.29	
		413-20-00-430000	Professional Services	53,062.60	
		414-05-00-430000	Professional Services	33,053.27	
		590-20-23-453000-PW2504	Other Improvements	84,929.12	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		590-20-23-453000-PW2604	Other Improvements	24,331.80	
		592-20-23-490000-PW2204	Contractor Payments	639.90	
		600-00-00-202000	Accounts Payable	358.45	
		600-50-00-370100	SANITARY SEWER - CONSUMPTION	98,187.29	
		600-50-00-424000	Operating Supplies	421.40	
		600-50-00-430000	Professional Services	1,286.55	
		600-50-00-431100	Postage	0.00	
		600-50-00-436000	Utilities	2,029.96	
		600-50-00-439000	CONTRACT MAINTENANCE	2,415.39	
		600-50-00-445000	Metro Waste Control Board	311,124.02	
		600-50-00-448600	Credit Card Fees	4,685.84	
		600-50-00-452000	Vehicles / Equipment	3,149.81	
		600-50-00-453000-PW2504	Other Improvements	(529.43)	
		600-50-00-453000-PW2516	Other Improvements	9,039.30	
		600-50-00-453000-PW2607	Other Improvements	4,487.00	
		610-00-00-202000	Accounts Payable	378.32	
		610-00-00-208100	State Surcharge-Water	25,342.47	
		610-51-00-424000	Operating Supplies	4,116.25	
		610-51-00-430000	Professional Services	1,298.46	
		610-51-00-431100	Postage	0.00	
		610-51-00-436000	Utilities	5,279.89	
		610-51-00-443600	Software Operating Charges	522.13	
		610-51-00-453000-PW2504	Other Improvements	378.50	
		620-00-00-209001	Use Tax Payable	(75.25)	
		620-52-51-382100	Building Rental	200.00	
		620-52-51-424000	Operating Supplies	1,592.26	
		620-52-51-425000	Merchandise for Sale	820.60	
		620-52-51-430000	Professional Services	79.00	
		620-52-51-436000	Utilities	1,169.78	
		620-52-51-438000	Rental	2,000.00	
		620-52-51-439000	CONTRACT MAINTENANCE	291.00	
		640-00-00-202000	Accounts Payable	163.36	
		640-54-00-374000	Storm Drainage	9,726.38	
		640-54-00-422000	Clothing	24.49	
		640-54-00-424000	Operating Supplies	1,104.00	
		640-54-00-430000	Professional Services	1,694.55	
		640-54-00-431100	Postage	0.00	
		640-54-00-436000	Utilities	863.05	
		640-54-00-439000	CONTRACT MAINTENANCE	3,431.22	
		640-54-00-453000-PW2504	Other Improvements	4,299.55	
		640-54-00-453000-PW2516	Other Improvements	4,565.31	
		640-54-00-490000-PW2608	Payments to Contractors	4,750.00	
		650-00-00-202000	Accounts Payable	95.85	
		650-65-00-430000-PW2407	Professional Services	15,203.64	
		700-60-00-430000	Professional Services	506.00	
		700-60-00-430011	Police Patrol Claims	514.00	
		700-60-00-435000	Insurance	10,291.72	
		710-00-00-210503	DENTAL	8,502.55	
		710-61-00-430009	Administrative Claims	5,307.25	
		710-61-00-441000	Training	600.00	
		725-57-00-448000	Miscellaneous	450.00	
--- TOTALS BY FUND ---					
		100	General Fund	322,576.77	
		110	Telecommunications	23,534.48	

INVOICE DISTRIBUTION REPORT FOR CITY OF ROSEVILLE

GL Number	GL # Line Desc	Vendor Name	Invoice Description	Amount	Check Number
	200		Recreation Fund	53,339.56	
	204		PARK MAINTENANCE	8,648.28	
	220		Municipal Community Band	500.00	
	221		Municipal Jazz Band	250.00	
	260		Community Development	28,841.17	
	265		License Center	2,365.43	
	400		Equipment Revolving	38,731.89	
	401		Fire Equipment	9,022.30	
	404		Finance Equipment Revolving	238.49	
	409		CENTRAL SERVICES FUND	2,361.00	
	410		GENERAL FACILITIES REPLACEMENT FUND	64,692.17	
	413		MAINTENANCE FACILITY	53,062.60	
	414		PASSPORT / LICENSE CENTER	33,053.27	
	590		Special Assmt. Construction	109,260.92	
	592		Street Construction - 2022	639.90	
	600		Sanitary Sewer	436,655.58	
	610		Water Fund	37,316.02	
	620		Golf Course	6,077.39	
	640		Storm Drainage	30,621.91	
	650		ENVIRONMENTAL	15,299.49	
	700		Workers Compensation	11,311.72	
	710		Risk Management	14,409.80	
	725		EDA Operating Fund	450.00	
	Total For All Funds:			<u>1,303,260.14</u>	

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5/4/2026
Item No.: 12.b.

Department Approval



City Manager Approval



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

1
2 **Background**

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

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

14
15
16 **Policy Objectives**

17 Required under City Code 103.05.

18
19
20 **Equity Impact Summary**

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

27
28
29 **Budget Implications**

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

32
33
34 **Staff Recommendations**

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

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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 or Sale_Trade In
2. CIP Project_Initiative Summaries

45

General Purchases or Contracts

Division	Vendor	Description	Key	Budget Amount	P.O. Amount	Budget / CIP
Public Works (Sewer)	Cummins Sales and Service	Portable Emergency Generator	(a)	\$ 120,000	\$ 136,370	2026 CIP
Public Works (Streetscape)	Sandstrom Land Management, LLC	Landscape Maintenance Contract	(b)	\$ 87,000	\$ 45,000	2026 Operating
Fire Department	MES Service Company LLC	New Hire Fire Gear	(c)	\$ 120,000	\$ 69,552	2026 CIP
Fire Department	Nelson Tactical	Fire Ballistic Gear	(d)	\$ 113,868	\$ 39,879	2026 CIP
Parks and Recreation	Midway Ford Co	2 - 2026 Transit 350 12 Passenger Vans	(e)	\$ 113,868	\$ 110,000	2026 CIP
Parks and Recreation (Skating Center)	TK Elevator Corp	Elevator Modernization	(f)	\$ 160,000	\$ 120,169	2026 CIP

Key

(a) The Utility Division of the Public Works Department maintains and operates 13 sanitary sewer and 5 storm sewer lift stations. 9 of these locations require emergency backup power. The continuous operation of these stations is essential to the sewer collection system to avoid sewer backups and flooding, which can cause considerable property damage and health and sanitation issues. To provide for continuous operation of lift stations in the event of storms, power outages, and other natural disasters, the city maintains as part of its fleet, 2 portable generator sets. The older of these generators is a 100kW unit, purchased in 1999. The second unit is a 40kW purchased in 2004. Staff recommends replacing the two units with one larger 200kW generator. The size of this new unit would be able to power pumps at our Booster station in the event of generator failure at the site. Also meeting and fulfilling all our current needs. The purchase will be made using the Sewer 2026 CIP funds where \$120,000 was budgeted. The City received 2 quotes and recommends approval of this low bid.

(b) This contract is for the mowing, weeding, and debris cleanup of miscellaneous street right-of-ways. By utilizing a contract, it allows street maintenance workers to concentrate on other maintenance areas requiring attention. The 2026 Public Works Streetscape has budgeted \$87,000 for maintenance. This is the second year of a three year contract with Sandstrom Land Management which will utilize \$45,000 and the remaining budget will be used for other maintenance, plantings and improvements in the streetscape/ROW areas.

(c)/(d) This project is related the fire departments approach to purchasing appropriately fitting turnout gear and ballistic protection to our staff that work in dangerous environments routinely. This has been a practice the department and City for quite some time. It allows our firefighters to be operationally prepared and safe to complete their job tasks. The gear is necessary for the fire staff as it is a custom fit brand of fire gear and ballistic protection to keep them safe in dangerous environments. In addition, it is a PFAS chemical free gear, an incredible benefit to the long-term safety and well-being to be successful firefighters and EMS personnel. The purchase is budgeted in the Fire 2026 CIP for \$120,000. A total of \$109,431 will be used on these two purchases.

(e) The Parks and Recreation Department plans to purchase two new 12-passenger vans to replace existing vehicles from 2006. These vans are used to transport recreation program participants in various summer programs. They are also used by other departments when they need to transport a larger group of individuals. These new vans will significantly improve safety, reliability, and efficiency for transporting participants to programs, field trips, and community events. By upgrading to modern vehicles, the department can better support youth, adults, and community members while ensuring safe and accessible transportation for all. Each van was budgeted in the Parks CIP for \$55,000 each for a total of \$110,000. The total is slightly over budget but the existing vans will be sold at auction to reduce the overage.

(f) This request is for the modernization of the 3-level elevator at the OVAL. The industry standard lifespan for an elevator system is 15 to 30 years, with 20 years being a common point to consider modernization or replacement. The elevator for the banquet room is original to the facility (1993). A 2024 elevator inspection showed that the elevator is near failure, and parts can no longer be procured for maintenance repairs. This is budgeted in the Facilities CIP for \$160,000. The project came in significantly under budget due to working with the vendor to reuse some of the existing elements. This was the low bid of the multiple quote received.

Sale of Surplus Vehicles or Equipment

Division	Description	Est. Sale / Trade-In Amount
Police Department	2022 Dodge Durango	\$ 10,815

2026 Capital Improvement Plan

Project/Initiative Summary

Department/Division:	Public Works/Utilities
Project/Initiative Title:	Portable Generator
Total Estimated Cost:	\$120,000
Funding Source:	Sewer Vehicle & Equipment Fund (<i>franchise fees</i>)
Annual Operating Budget Impact:	\$0

Project/Initiative Description:

Currently the city owns two portable generators to use as emergency backup at various lift stations. The new generator would replace two existing generators which are at the end of their life. Since many of the City lift stations have been upgraded with generators, only one portable is now needed.

Location:

Maintenance Facility

2026 Capital Improvement Plan

Project/Initiative Summary

Department/Division: Fire Department
Project/Initiative Title: Personal Protective Equipment
Total Estimated Cost: \$120,000
Funding Source: Fire Vehicle & Equipment Fund (401)
Annual Operating Budget Impact:

Project/Initiative Description:

This project supports Fire Department operations by ensuring appropriate equipment to support the additional firefighters as part of our enhanced staffing initiative. This line item covers personal protective equipment.

Location: TBD

Department/Division: Parks and Recreation
Project/Initiative Title: Two 12 passenger vans
Total Estimated Cost: \$110,000
Funding Source: Parks and Recreation CIP
Annual Operating Budget Impact: NA

Project/Initiative Description:

The Parks and Recreation Department plans to purchase two new 12-passenger vans to replace existing vehicles from 2006. These vans are used to transport recreation program participants in various summer programs. They are also used by other departments when they need to transport a larger group of individuals.

These new vans will significantly improve safety, reliability, and efficiency for transporting participants to programs, field trips, and community events. By upgrading to modern vehicles, the department can better support youth, adults, and community members while ensuring safe and accessible transportation for all.

Asset Location:

City Hall

Current Asset Installation Year:

2026

Expected Lifespan for Asset:

12 years

2026 Capital Improvement Plan

Project/Initiative Summary

Department/Division: Skating Center
Project/Initiative Title: OVAL/Banquet Room Elevator
Total Estimated Cost: \$160,000
Funding Source: CIP
Annual Operating Budget Impact: \$4,000

Project/Initiative Description:

The industry standard lifespan for an elevator system is 15 to 30 years, with 20 years being a common point to consider modernization or replacement. The elevator for the banquet room is original to the facility (1993).

A 2024 elevator inspection showed that the elevator is near failure, and parts can no longer be procured for maintenance repairs.

Asset Location: OVAL

Current Asset Installation Year: 1993

Expected Lifespan for Asset: 25 years

Asset Location: Banquet Room Entrance

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5/4/2026
Item No.: 12.c.

Department Approval



City Manager Approval



Item Description: Approve Renewal of 2am Liquor Permit for AMC Theaters Rosedale
14

Background

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

2am Liquor Permit Renewal

AMC Theaters Rosedale 14
1595 Hwy 36 W
Roseville, MN 55113

Policy Objectives

Required by City Code

Equity Impact Summary

NA

Budget Implications

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

Staff Recommendations

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

Requested Council Action

Motion to approve the renewal of th 2am Liquor Permit for AMC Theaters Rosedale 14

Prepared by: Allie Sertich, Deputy City Clerk

Attachments: 1. Renewal for 2am License_Permit - AMC Rosedale 14



Minnesota Department of Public Safety
 Alcohol & Gambling Enforcement Division
 445 Minnesota Street, 1600
 St Paul, Minnesota 55101
 651-201-7507

Renewal for 2am License/Permit

License/Permit Type: 2AM-YR
 Permit Number: 81174

Expiration Date: 6/13/2026
 Business Telephone: 651-604-9344

DBA: AMC Theatres Rosedale 14
American Multi-Cinema Inc
1595 Hwy 36 W Ste 1000
Roseville, MN 55113

Business Location
1595 Hwy 36 W
Roseville

If any of the above licensee information is not correct, please make corrections as necessary.

Licensee must report previous 12 month on sale alcoholic beverage gross receipts by checking one of the boxes below. Next to the box you check is your 2 AM license fee. Make check payable to: Alcohol and Gambling Enforcement Division (AGED). Mail this application and check to address listed above.

- \$300 2 AM license fee - Up to \$100,000 in on sale gross receipts for alcoholic beverages
- \$750 2 AM license fee - Over \$100,000, but not over \$500,000 in on sale gross receipts for alcoholic beverages
- \$1000 2 AM license fee - Over \$500,000 in on sale gross receipts for alcoholic beverages
- \$200 2 AM license fee - 3.2% On Sale Malt Liquor licensees or Set Up license holders
- \$200 2 AM license fee - Did not sell alcoholic beverages for a full 12 months prior to this application

Yes No Does the city or county that issues your liquor license allow the sale of alcoholic beverages until 2 AM?

City Clerk/County Auditor Signature _____ Date _____

(I certify that the city or county of Ramsey approves the sale of alcoholic beverages until 2AM)

Licensee Signature *[Signature]*
 (I certify that I have answered the above questions truthfully and correctly)

Date 04/28/26

Licensee Minnesota Tax ID Number (Required): 3594943 NOT FEDERAL TAX ID

Licensee: Prior to submitting this application to the Alcohol & Gambling Enforcement Division you must have this form signed by your local city or county licensing official

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5/4/2026
Item No.: 12.d.

Department Approval



City Manager Approval



Item Description: Receive City Grant Applications Update

1
2 **Background**

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

6 *Grant dollars awarded (not including city contribution) in 2026 have so far totaled \$1,409, 732.52*
7 *Grant dollars awarded (not including city contribution) in 2025 totaled \$4,946,033.00*

8
9
10 **Policy Objectives**

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

12
13 **Equity Impact Summary**

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

18
19 **Budget Implications**

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

21
22 **Staff Recommendations**

23 Receive the report.

24
25 **Requested Council Action**

26 Receive the report.

27
28 **Prepared by:** Allie Sertich, Deputy City Clerk

Attachments: 1. 260504 Grant Report 2026
2. 260504 Grant Report 2025
3. Resolution 10711

Organization/Agency	Purpose	Date of Application	Department	City Requirement	Amount Requested	Amount Awarded in 2025	Amount Awarded in a Previous Year	Total Amount of Project
Ramsey County	SCORE- Recycling Funds	11/14/2024	PW	\$0	\$118,699	\$118,699		\$976,816
Ramsey County	Recycling Grant - Cart Purchase	11/14/2024	PW	50%	\$322,024	\$322,024		\$644,047
MN Pollution Control Agency	Local Climate Action Planning grant	1/9/2025	PW	50%	\$49,975	\$49,975		\$74,962.50
MN Department of Commerce	Solar on Public Buildings	12/2/2024	PW	40%	\$61,739.00	\$61,739.00		\$102,898.00
Metropolitan Council	I&I Repair for Private Homeowners	11/25/2024	PW	0	\$175,000	\$53,000		\$53,000
Metropolitan Council	2024-26 Water Efficiency Grant	3/1/2024	PW	20%	\$32,000.00	\$22,000.00		\$27,500.00
Metropolitan Council	2025-26 Equity-Focused Water Efficiency Grant Pilot Program	3/28/2025	PW	0%	\$9,000.00			
Metropolitan Council	2024-25 I&I Repair for City Sanitary Sewer	1/25/2024	PW	\$1,537,500	\$675,000		\$212,500	\$1,750,000
MN Pollution Control Agency	Clean Heavy Duty Off-Road Vehicles	12/12/2024	Fire	55%	\$500,000.00	TBD		\$1,800,000.00
Federal Emergency Management Administration	Staffing for Adequate Fire and Emergency Response (SAFER)	6/1/2025	Fire		\$3,930,038.22			\$3,930,038.22
MN Dep of Public Safety	Pathways to Policing	1/31/2024	PD	50% Match (CSO/Cadet Salary Costs)	\$50,000		\$50,000	\$100,000
MN Dep of Public Safety	Intensive Comprehensive Peace Officer Education and Training (ICPOET) for two trainees (one additional trainee awarded 1/27/2025)	1/31/2024	PD	none	\$100,000	\$50,000	\$100,000	\$150,000
MN Dep of Public Safety	Intensive Comprehensive Peace Officer Education and Training (ICPOET) for one trainee (FY26)	7/31/2025	PD	none	\$50,000			\$50,000
MN Dep of Public Safety	Firearms Storage Grant	1/31/2024	PD	none	\$33,683		\$12,805	\$33,683
MN Dep of Public Safety	ARMER Equipment (radios)	6/18/2024	PD	5% Match	\$71,082.40		\$50,000.00	\$52,631.58
Department of Justice	Supporting LE Agencies Seeking Accreditation	6/3/2024	PD	none	\$250,000.00		\$250,000.00	\$250,000.00
Department of Justice Community Oriented Policing Services (COPS)	Advancing Innovative Community Policing and Addressing Critical Personnel Needs Through Hiring Four Entry-Level Roseville Police Officers	6/25/2025	PD	Personnel costs over the max fed share per officer (\$125k) over the three-year grant period, training and equipment	\$500,000			1,453,888
Office of Justice Programs	Bulletproof Vest Replacement Program	6/7/2024	PD	50% Match	\$21,900.00		\$21,629.19	\$43,258.00
MN Dep of Public Safety	Crisis Response (21 months)	8/19/2024	PD	none	\$200,000.00	\$200,000.00		\$200,000.00
Ramsey County	North Central High Intensity Drug Trafficking Area (HIDTA) overtime reimbursement	Quarterly	PD	None- reimbursement	TBD	TBD	\$7,494.78	TBD
MN Dep of Public Safety	Toward Zero Deaths Traffic Safety Initiative (2024-25)	Annual	PD	none	\$26,428		\$26,428	\$26,428
Minnesota Department of Commerce	Auto Theft Prevention: Investigator 2023-2025	2/23/2023	PD	Annual personnel costs over the \$100k covered by the grant, training and equipment	\$300,000		\$309,000	\$309,000
BCA MN Auto Theft Prevention Program (Previously MN Dept of Commerce)	Auto Theft Prevention: General (specialized equipment for investigations)	3/27/2025	PD	none	\$64,625	\$19,950		\$64,625
MN OJP Community Crime Intervention and Prevention Grant	Expanding Housing Navigator Services 2024-2025	9/25/2023	PD	Office space and equipment	\$301,458.00		\$301,400.00	\$301,458.00
MN OJP Community Crime Intervention and Prevention Grant	Enhancing Crime Prevention and Intervention Through Expanded Homeless Outreach 2026-2027	6/30/2025	PD	Office space and equipment	\$496,886			496,886
MPCA	Climate Resilience Implementation - Rosebrook Park	12/1/2025	P&R	\$579,000	\$213,000.00	\$213,000.00		\$792,000.00
DNR	CPL Natural Resources Grant	2/18/2025	P&R	200,000	\$500,000	\$500,000		\$750,000
Metropolitan Council	Community Tree Planting	4/17/2025	P&R	Administration, Long-term maintenance	\$277,600.00	\$251,796.00	\$0.00	\$251,796.00
Ramsey County	Land Trust Partnership w/TCHFH	5/29/2025	CD	none	\$620,000.00	\$620,000.00	n/a	\$620,000.00
DEED Contamination Clean Up	Hyde Development of PIC Terminal	12/19/2025	CD	None	\$2,090,850.00	\$2,090,850.00	n/a	\$26 million
DEED Redevelopment	Hyde Development of PIK Terminal	9/26/2025	CD	50% (paid by developer not City)	\$450,000	\$373,000	n/a	\$30 million
Metropolitan Council Livable Communities	Oyate Ota via Roseville-EDA	9/12/2025	CD	None	\$297,000	\$297,000	n/a	TBD
New Information					Total amount awarded	\$4,946,033.00		

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

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

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

and the following were absent: none.

Mayor Klausing introduced the following resolution and moved its adoption:

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

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

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

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

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

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

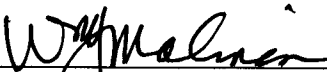
The motion for the adoption of the foregoing resolution was duly seconded by Member Roe, and upon a vote being taken thereon, the following voted in favor thereof: Roe, Johnson, Ihlan, Pust and Klausing
and the following voted against the same: none.

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

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

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



William J Malinen, City Manager

(Seal)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5/4/2026
Item No.: 12.e.

Department Approval



City Manager Approval



Item Description: Approve No Parking Resolution for Hamline Avenue from County Road C to Snelling Avenue

1
2 **Background**

3 As part of Ramsey County's planned CSAH 52 (Hamline Avenue) rehabilitation project, the
4 County is requesting adoption of a no parking resolution for Hamline Avenue between
5 County Road C and TH 51 (Snelling Avenue). The use of State Aid funds requires
6 compliance with minimum roadway width standards, and the proposed roadway
7 configuration (which narrows the roadway to accommodate a multi-use trail and improve
8 pedestrian safety) does not allow for on-street parking.

9
10 Currently, parking is prohibited on both sides of Hamline Avenue between County Road C
11 and County Road C2. The project will narrow the roadway from approximately 40–44 feet
12 to 28–32 feet. As a result, no parking will be extended on both sides from County Road C2
13 to Josephine Road, and on the west side only from Josephine Road to Snelling Avenue. An
14 8-foot-wide parking lane will be provided on the east side between Josephine Road and
15 Snelling Avenue.

16
17 Although no parking is currently signed on Hamline Avenue between County Road C and
18 County Road C2, staff is recommending adopting a resolution for all of Hamline Avenue
19 between County Road C and Josephine Road, and the west side between Josephine Road
20 to Snelling Avenue. This will clearly document the current parking restrictions for this
21 section of roadway as well as the newly proposed.

22
23 **Policy Objectives**

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

26
27 **Equity Impact Summary**

28 There should be no negative impacts associated with this no parking resolution.

29
30 **Budget Implications**

31 There are no costs to the City. All signs will be financed by Ramsey County Public Works.

32
33 **Staff Recommendations**

34 Staff recommends Council adopt resolution approving no parking on Hamline Avenue
35 between County Road C to Snelling Avenue.

36
37 **Requested Council Action**

38 Adopt resolution approving no parking on Hamline Avenue from County Road C to Snelling
39 Avenue.

40
41 **Prepared by:** Erik Henriksen, Assistant City Engineer

- 42 **Attachments:**
- 1. Resolution
 - 2. No Parking Map

1 **EXTRACT OF MINUTES OF MEETING**
2 **OF THE**
3 **CITY COUNCIL OF THE CITY OF ROSEVILLE**

4 * * * * *

5 Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of
6 Roseville, County of Ramsey, Minnesota was duly held on the 4th day of May, 2026, at 6:00 p.m.

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

9 Member introduced the following resolution and moved its adoption:

10 **RESOLUTION No.**

11 **RESOLUTION PROHIBITING PARKING ON HAMLINE AVENUE FROM COUNTY**
12 **ROAD C WEST TO SNELLING AVENUE WITHIN THE CITY OF ROSEVILLE**

13 WHEREAS, Hamline Avenue from County Road C to Snelling Avenue is County State Aid
14 Highway 52 (CSAH 52), which is part of the County State Aid Highway system; and

15 WHEREAS, portions of such roadways are proposed to be rehabilitated using State Aid funds
16 and the rehabilitation of such roadways must conform to established State Aid standards; and

17 WHEREAS, Hamline Avenue from County Road C to Josephine Road, parking will be restricted
18 on both sides of the street and “no parking” signs will be posted; and

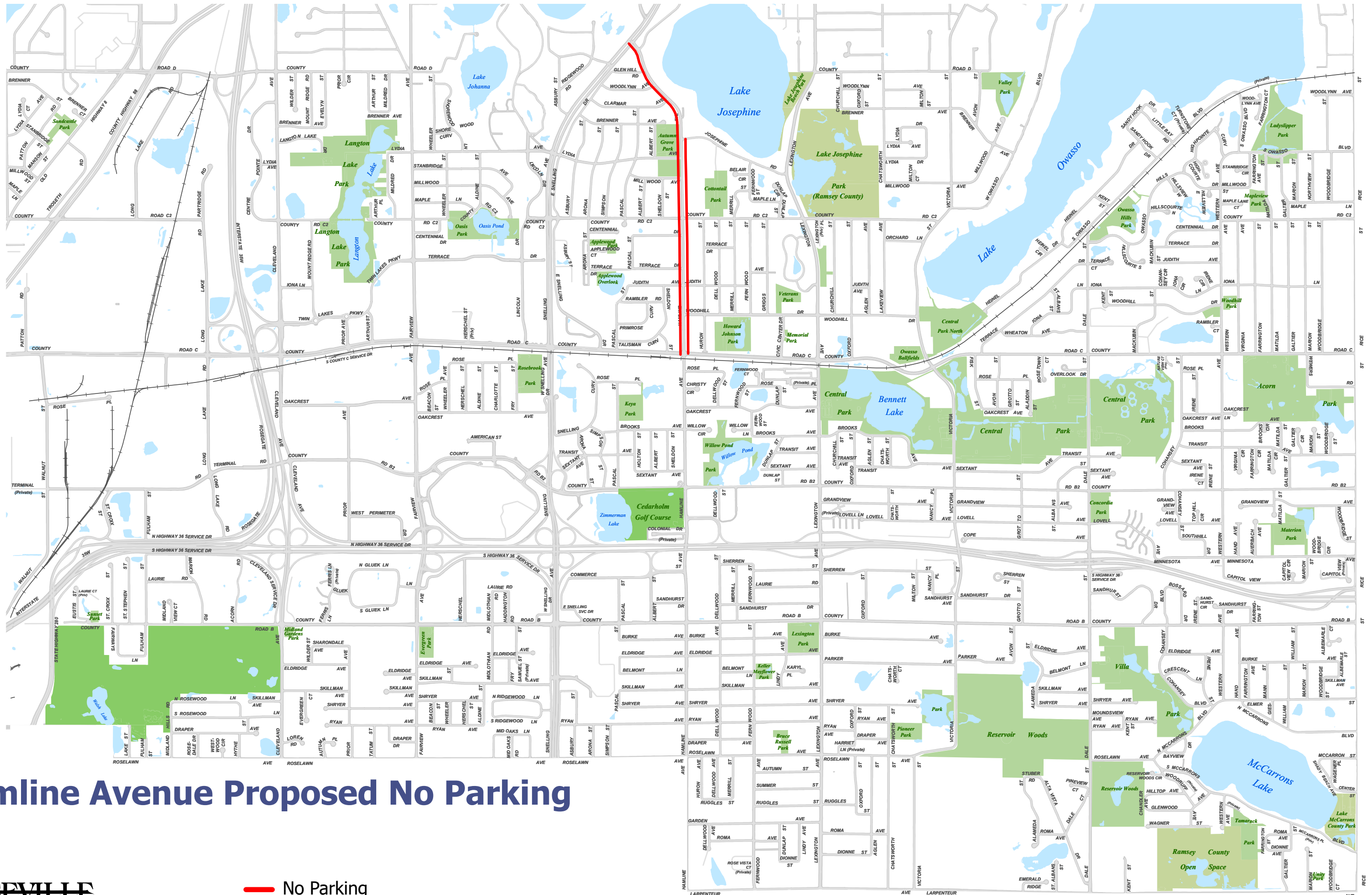
19 WHEREAS, Hamline Avenue from Josephine Road to Snelling Avenue, parking will be
20 restricted on the west side of the street and “no parking” signs will be posted.

21 NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville, that
22 parking is hereby prohibited on both sides of Hamline Avenue from County Road C to Josephine
23 Road, and is prohibited on the west side of Hamline Avenue from Josephine Road to Snelling
24 Avenue.

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

28 and the following voted against the same: .

29 WHEREUPON said resolution was declared duly passed and adopted.



Hamline Avenue Proposed No Parking

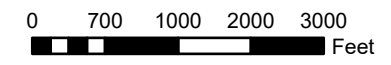
 No Parking



Prepared by: Engineering Department
4/24/2026

Data Sources:
* Ramsey County GIS (2/14/2026)
* City of Roseville Engineering Department

DISCLAIMER:
The maps provided by the City of Roseville are compilations of records, information and data from various sources, and they are to be used for reference purposes only. The City does not warrant or guarantee that the Geographic Information Systems (GIS) data or maps are complete, current or accurate. The data is offered "as is" and the City of Roseville does not represent that the GIS data can be used or is accurate for legal, navigational, or any purposes requiring exacting measurement of distance or direction or precision in the depiction of geographic features. Pursuant to Minnesota Statutes, Section 469.03, Subdivision 21, the City of Roseville disclaims any liability for claims based on alleged or actual inaccuracies in the GIS data or maps. For more information, please contact 651-762-7044.



HamlineAveNoParking



ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5/4/2026
Item No.: 12.f.

Department Approval

City Manager Approval




Item Description: Approve Resolution Awarding Contract for the Cohansey Sanitary Sewer Lift Station Project

Background

The Cohansey Sanitary Sewer Lift Station has been identified in the City's capital replacement plan for rehabilitation. Bolton & Menk, Inc., was retained to develop plans and specifications needed to reconstruct this lift station. The rehabilitation work was advertised and bids were received on April 28, 2026.

Overall Best Value procurement was used for this project. We received three proposals for this work and have reviewed and scored them utilizing the Best Value format. Bidders submit technical information about their experience and available equipment, which is scored by Roseville staff and our engineering consultant, Bolton & Menk, Inc. The Best Value process then uses a formula to adjust the bid price by dividing by the aggregate average technical score as a percentage based on a high score of 100. The following are the three contractors who submitted proposals, their best value technical scores, the adjusted cost, and Best Value ranking:

Best Value Technical Scores				
Scoring Categories	Possible Points	Average Scores		
		Pember Companies	Magney Construction	Minger Construction Company
Past performance surveys	10	10	10	10
Experience/Performance in similar projects	40	40	40	39.75
Superintendent and foreman experience	40	39.75	39	37
Availability of major equipment	10	9.75	9.75	10
Total	100	99.5	98.75	96.75

Adjusted Cost and Best Value Ranking				
Company	Technical Score	Bid	Adjusted Cost (Bid/Technical Score %)	Best Value Rank
Pember Companies	95	\$405,600.00	\$407,638.19	1
Minger Construction Company	100	\$489,880.00	\$506,335.92	2
Magney Construction	98.75	\$537,000.00	\$543,797.47	3
Engineer's Estimate		\$525,000.00		

Due to the competitive bids and being below the engineer's cost estimate, staff recommends awarding the contract to the first-ranked Best Value contractor, Pember Companies, which is also the lowest cost bid received. Pember Companies has completed three recent lift station projects, Dale/Owasso Lift Station, Long Lake Lift Station and Lounge Lift Station satisfactorily.

Policy Objectives

Staff plans and recommends the timely replacement of infrastructure to provide continuous uninterrupted sanitary sewer service to all properties in Roseville. Staff seeks to find the most cost-effective purchasing opportunities to meet budgetary and operational objectives.

Equity Impact Summary

The comprehensive lift station rehabilitation plan benefits the City as a whole without negative impacts to historically disadvantaged communities. The bidding process uses sealed bids and redacted Best Value bid packages to avoid potential biases.

Budget Implications

The original engineer's estimate for the construction portion of the project was \$525,000. The low bid based on best value was \$407,638.19. At this time, based on the proposals received, the cost of this project construction is \$405,600.00.

This project will be funded by the Sanitary Sewer Capital Fund which had identified \$270,000 in the 2026 CIP for construction of this project. Original estimates from the 2015 lift station improvement plan did not include a standalone generator which was added to the scope of this project during design. Due to the project being over budget by \$135,600, staff will reduce the 2027 budget by reducing the sewer main replacement budget item.

Staff Recommendations

Staff recommends approval of a resolution awarding a contract for the Cohansey Sanitary Sewer Lift Station Project in the amount of \$405,600.00 to Pember Companies.

Requested Council Action

Approve resolution awarding a contract for the Cohansey Sanitary Sewer Lift Station Project in the amount of \$405,600.00 to Pember Companies.

Prepared by: Erik Henriksen, Assistant City Engineer

- Attachments:**
1. Resolution
 2. Letter of Recommendation to Award Contract

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

* * * * *

1 Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of
2 Roseville, County of Ramsey, Minnesota, was duly held on the 4th day of May, 2026, at
3 6:00 p.m.

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

5 Member introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION AWARDING BEST VALUE PROPOSAL
FOR PROJECT 25-12
COHANSEY SANITARY SEWER LIFT STATION PROJECT**

10 WHEREAS, pursuant to advertisement for proposals for the improvement, according to the
11 plans and specifications thereof on file in the office of the Manager of said City, said proposals
12 were received on April 28, 2026, at 11:00 a.m., opened and evaluated for best value according
13 to law and the following proposals were received complying with the advertisement:

Adjusted Cost and Best Value Ranking				
Company	Technical Score	Bid	Adjusted Cost (Bid/Technical Score %)	Best Value Rank
Pember Companies	95	\$405,600.00	\$407,638.19	1
Minger Construction Company	100	\$489,880.00	\$506,335.92	2
Magney Construction	98.75	\$537,000.00	\$543,797.47	3
<i>Engineer's Estimate</i>		<i>\$525,000.00</i>		

14 WHEREAS, it appears that Pember Companies is the best valued proposer at the proposed
15 contract amount of \$405,600.00.

16 NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville,
17 Minnesota:

- 18 1. The Mayor and City Manager are hereby authorized and directed to enter into a contract
19 with Pember Companies for \$405,600.00 in the name of the City of Roseville for the
20 above improvements according to the plans and specifications thereof heretofore
21 approved by the City Council and on file in the office of the City Manager.

22 2. The City Manager is hereby authorized and directed to return forthwith to all proposers
23 the deposits made with their proposals except the deposits of the successful proposer
24 and the next best valued proposer shall be retained until contracts have been signed.

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

28 WHEREUPON said resolution was declared duly passed and adopted.



Real People. Real Solutions.

12224 Nicollet Avenue
Burnsville, MN 55337-1649

Ph: (952) 890-0509
Fax: (952) 890-8065
Bolton-Menk.com

April 28, 2026

Mr. Erik Henriksen
Assistant City Engineer
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

Re: Bid Results
Cohansey Lift Station Improvements
BMI Project No. 25X.140875.000

Dear Mr. Henriksen:

Three (3) bids were submitted for the Cohansey Lift Station Improvements project on April 28, 2026. This project used the Best Value Contracting process for assurance of contractor quality. The Best Value Contracting proposals were evaluated prior to the bid opening and the technical scores from the evaluators were averaged for each proposer.

The bids for the project ranged from \$405,600.00 to \$537,000.00. The Engineer's cost opinion for this project was \$525,000.00. The bid prices were divided by the Average Evaluation Scores to determine the adjusted bid prices. The following table lists the bidders, bid prices, average evaluation scores, and the adjusted prices:

Contractor	Bid Price	Average Evaluation Score	Adjusted Bid Price (Bid Price/Avg. Eval. Score)
Magney Construction	\$537,000.00	98.75	\$543,797.47
Minger Construction Company	\$489,880.00	96.75	\$506,335.92
Pember Companies	\$405,600.00	99.5	\$407,638.19

Based on the summary above, if the city wishes to award the project to the lowest adjusted price bidder, then **Pember Companies, Inc.** should be awarded the project for the Total Base Bid Amount of **\$405,600.00**.

Sincerely,

Bolton & Menk, Inc.

Jacob E. Humburg, P.E.
Principal Environmental Engineer

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5/4/2026
Item No.: 12.g.

Department Approval



City Manager Approval



Item Description: Approve Ramsey County Cooperative Agreement for Hamline Avenue from County Road C to Snelling Avenue

1
2 **Background**

3 As part of Ramsey County’s Transportation Improvement Plan for 2026, the County will
4 rehabilitate CSAH 52 (Hamline Avenue) from County Road C to TH 51 (Snelling Avenue).
5 The project includes a road diet and construction of a multi-use pathway, while also
6 incorporating the upsizing of a watermain and installation of a new water meter pit to serve
7 Arden Hills. A separate agreement for the watermain and water meter pit costs was
8 approved by Council on November 13, 2023.

9
10 The project spans both Roseville and Arden Hills, with each city contributing in accordance
11 with the County’s Cost Participation Policy. The Engineer’s Estimate identifies total
12 construction costs of \$756,000 for Roseville, \$1,179,000 for Arden Hills (including
13 watermain and meter pit), and \$1,784,000 for the County. A detailed breakdown of
14 Roseville’s estimated costs is provided in the Budget Implications section and in Exhibit A
15 of the Agreement.

16
17 Roseville will serve as the lead agency for the project. The City will be reimbursed by
18 Ramsey County and Arden Hills for their respective shares of design engineering and
19 construction engineering costs in accordance with the County’s Cost Participation Policy.
20 This agreement outlines that Ramsey County will reimburse 6% of design engineering
21 costs and 12% of construction engineering costs, while Arden Hills will reimburse 12% for
22 both design and construction engineering. Final reimbursement amounts will be based on
23 unit prices at the time of contract award. Estimated reimbursement revenues to Roseville
24 are outlined in the Budget Implications section and in the Agreement.

25
26 The City Attorney has reviewed the agreement.

27
28 **Policy Objectives**

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

31
32 **Equity Impact Summary**

33 All residents, businesses, and travelers along the right-of-way will benefit from the

34 improvements to the Hamline Avenue and the installation of the pathway.

35
36 **Budget Implications**

37 The \$3,719,000 Engineer’s Estimate for the total construction costs include \$756,000 of
38 City costs. The City costs have been budgeted for in the Capital Improvement Plan for
39 2026 construction and as noted below:

40 EXPENDITURES

Hamline Avenue*	\$393,000
Lydia Avenue	\$48,000
Watermain (Water Fund)	\$103,000
Storm Sewer (Storm Fund)	\$212,000
Estimated total expenditure	\$756,000

*Cost includes work being performed/reimbursed on behalf of MnDOT

REVENUE

Municipal State Aid Funds	\$433,000
MnDOT	\$8,000
Design Engineering	\$118,000
Construction Engineering	\$225,000
Estimated total revenue	\$784,000

41
42
43 The Hamline Avenue and Lydia Avenue portions of the project cover the City’s share of trail
44 costs and will be funded using Municipal State Aid funds. The engineering revenue from
45 the other agencies will go into the Engineering Services fund and will more than offset
46 some engineering overtime costs associated with managing this project.

47
48 **Staff Recommendations**

49 Staff recommends adopting the resolution approving Ramsey County Cooperative
50 Agreement for Hamline Avenue from County Road to Snelling Avenue.

51
52 **Requested Council Action**

53 Adopt the resolution approving Ramsey County Cooperative Agreement for Hamline
54 Avenue from County Road to Snelling Avenue.

55
56 **Prepared by:** Erik Henricksen, Assistant City Engineer

Attachments: 1. Resolution
2. Agreement

**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 4th day of May, 2026, at 6:00 p.m.

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

Councilmember introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION APPROVING THE COOPERATIVE AGREEMENT WITH
RAMSEY COUNTY FOR HAMLINE AVENUE FROM COUNTY ROAD C TO
SNELLING AVENUE**

WHEREAS, Hamline Avenue from County Road C to Snelling Avenue in the City of Roseville is Ramsey County State Aid Highway 52; and

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

WHEREAS, it is necessary to establish project cost participation and long-term maintenance responsibilities for all parties and to establish the means for the City of Roseville and the City of Arden Hills to compensate Ramsey County for construction expenses on said project; and

WHEREAS, it is necessary to establish project cost participation for all parties and to establish the means for the City of Arden Hills and Ramsey County to compensate the City of Roseville for design and construction engineering expenses on said project; and

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

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

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

WHEREUPON said resolution was declared duly passed and adopted.

Agreement PW2026-09

**RAMSEY COUNTY
COOPERATIVE AGREEMENT
WITH THE CITY OF ROSEVILLE AND THE CITY OF ARDEN HILLS FOR
Pavement Preservation and Trail Construction on Hamline Avenue (County State
Aid Highway 52) between County Road C and Snelling Avenue
State Aid Project (S.A.P.) 160-020-057, 187-020-027, and 062-650-017**

Total Project Construction Cost: \$3,719,000
City of Roseville Cost: \$756,000
City of Arden Hills Cost: \$1,179,000
Ramsey County Cost: \$1,784,000

Attachments:
A – Engineer’s Estimate
B – Plan Title Sheet
C – Storm Sewer Plans

This agreement (“Agreement”) is between the City of Roseville, a municipal corporation (“Roseville”), the City of Arden Hills, a municipal corporation (“Arden Hills”), and Ramsey County, a political subdivision of the State of Minnesota (“County”), each individually a “Party” and collectively the “Parties,” for pavement preservation and trail construction on Hamline Avenue (County State Aid Highway 52) between County Road C and Snelling Avenue (“Project”).

RECITALS

1. The Project is identified in Ramsey County’s 2026 – 2030 Transportation Improvement Program.
2. Hamline Avenue, in the area affected by the Project, is designated County State Aid Highway (CSAH) 52.
3. The Project has been designated by the Minnesota Department of Transportation (Mn/DOT) as eligible for County State Aid Highway funds.
4. The Project has been designated as State Aid Project (S.A.P.) 160-020-057, 187-020-027, 062-650-017 and County Project PW2026-09 .
5. A portion of the subject road segment is located within the City of Roseville and a portion of the subject road segment is located within the City of Arden Hills.

AGREEMENTS

1. Responsibility for Design Engineering
 - 1.1. Plans, specifications, and proposals will be prepared in accordance with Mn/DOT State Aid requirements.

- 1.2. Roseville will prepare plans, specifications, and proposals for the Project, which will include, among other things, the proposed resurfacing, multi-use trail, alignment, profiles, grades, cross sections, paving, concrete curb and gutter, storm sewer, pedestrian curb ramps, turf establishment, and utility replacement and adjustments.
- 1.3. Plans for the Project showing proposed construction will be presented to the County and Arden Hills for their approval, not to be unreasonably withheld, and will be on file at Roseville's Public Works Department.
- 1.4. Any costs associated with Project revisions after the completion of plans and specifications will be paid for by the Party requesting the revisions. Revisions are subject to approval by Roseville and the impacted Party.
2. Responsibility for the Right of Way Plan and Acquisition
 - 2.1. No permanent easement or right of way are needed for this project. Roseville is responsible for acquiring any temporary easement or right of entry needed for construction in accordance with Mn/DOT State Aid standards.
3. Procurement and Award of Contract
 - 3.1. County and Arden Hills each appoint Roseville as agent to obtain bids, enter into a contract for the design and construction of the work, and supervise the work performed on the Project for compliance with the Project construction documents and this Agreement.
 - 3.2. Roseville will take bids in accordance with state law and Roseville procedures.
 - 3.3. Roseville will prepare an abstract of bids and a cost participation summary based on the lowest responsible bidder's proposal, and will provide the same to County and Arden Hills for their approval, not to be unreasonably withheld.
 - 3.4. Roseville will request and obtain County and Arden Hills's approval, not to be unreasonably withheld, to award a contract to the lowest responsible bidder.
 - 3.5. Upon approval by the County and Arden Hills, Roseville will award the approved contract, and pay the contractor from Roseville Municipal State Aid Highway and local funds identified for the Project.
4. Responsibility for Construction Engineering
 - 4.1. Roseville shall perform or contract the performance of the construction engineering for all elements of the Project, including required permitting.
5. Project Costs

5.1. Except as provided herein, the County, Roseville, and Arden Hills will participate in the costs of construction in accordance with the Ramsey County Cost Participation Policy and approved in the 2026 – 2030 Ramsey County Transportation Improvement Plan. If there is a conflict between the Cost Participation Policy and this Agreement, this Agreement will prevail.

5.2. A list of the construction pay items and percentages of funding responsibility as well as the total estimated Project cost per Party is attached as Exhibit A, Cost Participation Based on Engineer's Estimate. Quantities and unit prices in Exhibit A are estimates. Actual costs shall be based on the contract unit prices and the quantities constructed.

5.3. Mobilization, Erosion Control Supervisor, and Traffic Control, as listed on Exhibit A, are defined collectively as the "Prorated Items." Each of Party's respective percentage of the Prorated Items is calculated as follows:

$$\% \text{ Prorated Items} = \frac{\text{(respective Party's cost excluding the Prorated Items cost)}}{\text{(total Project cost excluding the Prorated Items cost)}}$$

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

5.4. As shown in Exhibit A, the full depth reclamation and associated curb construction of and along Hamline Avenue are part of the County's Pavement Preservation Plan and are not a full reconstruction. Costs of construction of the trail, and of associated curb and storm sewer reconstruction or repair work required because of trail construction, will be split evenly between the County and the respective city Party within whose city limits such work occurs.

5.5. Design Engineering Costs

5.5.1. County shall pay Roseville a design engineering fee equal to 6% of the County's share of the project items identified in Exhibit A (note 2). County's estimated design engineering fee is \$107,000.

5.5.2. Arden Hills shall pay Roseville a design engineering fee equal to 12% of Arden Hills's share of the trail construction items identified in Exhibit A (note 3)

5.5.3. Design engineering fees shall be calculated based on the quantities and unit prices at the time of contract award.

5.6. Right of Way Acquisition Costs

5.6.1. Roseville will pay 100% of the cost to administer any temporary easement or right of entry acquisition.

5.7. Construction Engineering Costs

5.7.1. County shall pay Roseville a construction engineering fee equal to 12% of the County's share of the items identified in Exhibit A (note 2). County's estimated construction engineering fee is \$214,000.

5.7.2. Arden Hills shall pay Roseville a construction engineering fee equal to 12% of Arden Hills's share of the trail construction items identified in Exhibit A (note 3).

5.7.3. Construction engineering fees shall be calculated based on the final contract quantities and unit prices.

6. Payment Schedule

6.1. Design engineering fees will be invoiced at the time of contract award.

6.2. Roseville will invoice County and Arden Hills for construction costs incurred on a monthly basis or as determined by the payment schedule for the contractor.

6.3. Construction engineering fees will be invoiced at the time of substantial project completion, as determined by Roseville.

6.4. Payment will be made within 30 days of receipt of an invoice.

7. Ownership and Maintenance Responsibility for Project Elements

7.1. Ownership and Maintenance Responsibility of the Roadway

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

7.2. Ownership and Maintenance Responsibility of the Storm Sewer (*catch basins and leads, main, infiltration systems, ponding, water treatment*). See graphical depiction on Exhibit C.

7.2.1. Roseville and Arden Hills shall own the following components of the storm sewer system within their respective city limits:

- i. Trunk line
- ii. Trunk line manholes
- iii. Surface drains located outside of the County road right-of-way and associated leads
- iv. Trunk line outfalls, except as noted in 7.2.2.

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

- v. Catch basins
- vi. Catch basin leads
- vii. Cross-culverts
- viii. Surface drains located within the County road right-of-way
- ix. Trunk line outfall to Lake Josephine near Hamline and Clarmar intersection as addressed in Ramsey County agreement #PUBW2024-14R.

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

7.3. Ownership and Maintenance of the Water Main and Meter Pit

7.3.1. Water main and meter pit construction related to this project is addressed in the Construction Cooperative Agreement for Construction of Watermain on Hamline Avenue between Roseville and Arden Hills dated November 13, 2023, including amendments.

7.4. Ownership and Maintenance of the Signal Systems, APS

7.4.1. Signals are addressed by the Primary Signal Agreements, and any amendments, between the County and each of Roseville and Arden Hills.

7.5. Ownership and Maintenance of the Trail and Sidewalk

7.5.1. The County will own the trail being built with this project and is responsible for future overlay or reconstruction improvements.

7.5.2. Roseville and Arden Hills will maintain the sidewalk and trail within their respective city limits in accordance with their respective sidewalk and trail maintenance practices, including snow clearing, sweeping, debris removal, vegetation control, panel replacement, settlement adjustments, etc.

8. Arden Hills and County grant Roseville temporary construction permits over all rights-of-way and property owned by each, within the limits of the Project, for use during construction at no cost to Roseville.

9. Roseville, Arden Hills, and County shall indemnify, defend, and hold each other harmless against any and all liability, losses, costs, damages, expenses, claims, or actions, including attorney's fees, which the indemnified Party, its officials, agents, or employees may hereafter sustain, incur, or be required to pay, arising out of or by reason of any act or omission of the indemnifying Party, its officials, agents, or employees, in the execution, performance, or failure to adequately perform the indemnifying Party's obligation pursuant to this Agreement. Nothing in this Agreement shall constitute a waiver by the County, Roseville, or Arden Hills of any statutory or common law immunities, limits, or exceptions on liability.

10. Counterparts: The Parties may sign this Agreement in counterparts, each of

which constitutes an original, but all of which together constitute one instrument.

11. Electronic signatures: The Parties agree that the electronic signature of a Party to this Agreement shall be as valid as an original signature of such Party and shall be effective to bind such Party to this Agreement. The Parties further agree that any document (including this Agreement and any attachments or exhibits to this Agreement) containing, or to which there is affixed, an electronic signature shall be deemed (i) to be "written" or "in writing", (ii) to have been signed and (iii) to constitute a record established and maintained in the ordinary course of business and an original written record when printed from electronic files. For purposes hereof, "electronic signature" also means a manually signed original signature that is then transmitted by any electronic means, including without limitation a faxed version of an original signature or an electronically scanned and transmitted version (e.g., via PDF) of an original signature. Any Party's failure to produce the original signature of any electronically transmitted signature shall not affect the enforceability of this Agreement.
12. This Agreement shall remain in full force and effect until terminated by mutual agreement of the Parties or until its terms are fulfilled and the Project completed.
13. Notice: Any notice to be given hereunder shall be in writing and shall be deemed to have been given when delivered personally or when deposited in the United States Mail, postage prepaid, as follows:

If to ROSEVILLE:
City of Roseville
2660 Civic Center Dr
Roseville, MN 55113
Attention: Jennifer Lowry, City Engineer

If to ARDEN HILLS:
City of Arden Hills
1245 W. Highway 96
Arden Hills, MN 55112
Attention: David Swearingen, Public Works Director

If to the COUNTY:
Ramsey County Public Works
1425 Paul Kirkwold Dr
Arden Hills, MN 55112
Attention: John Mazzitello, Deputy Director of Public Works

THE REMAINDER OF THIS PAGE IS INTENTIONALLY BLANK.

CITY OF ROSEVILLE, MINNESOTA

By: _____
Daniel J. Roe, Mayor

Date: _____

By: _____
Patrick Trudgeon, City Manager

Date: _____

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CITY OF ARDEN HILLS, MINNESOTA

By: David Grant
Mayor

Date: 4/27/26

By: [Signature]
Director of Public Works

Date: 4/28/26

THE REMAINDER OF THIS PAGE IS INTENTIONALLY BLANK.

RAMSEY COUNTY, MINNESOTA

Ling Becker, County Manager

Date: _____

Approval recommended:

Brian Isaacson, Director
Public Works Department

Approved as to form:

Assistant County Attorney

MINNESOTA DEPARTMENT OF TRANSPORTATION CITY OF ROSEVILLE, MINNESOTA

HAMLIN AVENUE REHABILITATION - COUNTY ROAD C TO SNELLING AVENUE

CONSTRUCTION PLANS FOR: WATER MAIN REPLACEMENT, STORM SEWER, GRADING, AGGREGATE BASE, CONCRETE CURB AND GUTTER, BITUMINOUS SURFACING, BITUMINOUS MILLING AND RECLAIM, BITUMINOUS TRAIL, ROAD STRIPING AND OTHER RELATED WORK

- S.A.P. 160-020-057, LOCATED ON: HAMLIN AVENUE (CSAH 50) BETWEEN COUNTY ROAD C AND GLENHILL ROAD (Geographic Description)
- S.A.P. 160-226-010, LOCATED ON: LYDIA AVENUE BETWEEN ALBERT STREET AND HAMLIN AVENUE (Geographic Description)
- S.A.P. 187-020-027, LOCATED ON: HAMLIN AVENUE (CSAH 50) BETWEEN GLENHILL ROAD AND SNELLING AVENUE (Geographic Description)
- S.A.P. 062-650-017, LOCATED ON: HAMLIN AVENUE (CSAH 50) BETWEEN COUNTY ROAD C AND SNELLING AVENUE (Geographic Description)

GOVERNING SPECIFICATIONS

THE 2025 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN ALL APPLICABLE FEDERAL, STATE, AND LOCAL LAWS AND ORDINANCES WILL BE COMPLIED WITH DURING CONSTRUCTION OF THIS PROJECT. ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE Mn MUTCD, INCLUDING "FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS", LATEST EDITION.

INDEX

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2-3	STATEMENT OF ESTIMATED QUANTITIES
4-5	TABULATION SHEETS
6-7	TYPICAL SECTIONS
8-9	STANDARD DETAILS
10	PAVEMENT MARKING DETAILS
11	SIGNING DETAIL
12-17	PEDESTRIAN RAMP STANDARD PLANS
18-21	DRIVEWAY DETAILS
22-23	PEDESTRIAN PUSHBUTTON STANDARD PLANS
24-25	SAFETY EDGE DETAILS
26	SWPPP NARRATIVE
27	PROJECT FINISHING PLAN
28-30	EROSION CONTROL PLANS - HAMLIN AVENUE
31-33	REMOVAL PLANS - HAMLIN AVENUE
34	REMOVAL PLAN - LYDIA AVENUE
35	REMOVAL PLANS - WATER MAIN - HAMLIN AVENUE
36-37	REMOVAL PLANS - STORM SEWER - HAMLIN AVENUE
38-39	TEMPORARY WATER MAIN PLANS
40-42	WATER MAIN - HAMLIN AVENUE
43-48	STORM SEWER - HAMLIN AVENUE
49-56	STREET CONSTRUCTION - HAMLIN AVENUE
57	STREET CONSTRUCTION - LYDIA AVENUE
58-64	INTERSECTION DETAILS - HAMLIN AVENUE
65-67	STRIPING PLANS - HAMLIN AVENUE
68-72	SIGNING PLANS - HAMLIN AVENUE
73-104	CROSS SECTIONS - HAMLIN AVENUE

INDEX-METER VAULT PLANS

SHEET NO.	DESCRIPTION
C001	REMOVAL PLAN
C002	SITE PLAN
P001	ABBREVIATIONS, LEGEND, AND GENERAL NOTES
P101	METER VAULT PLAN AND SECTIONS
P501	METER VAULT DETAILS
P502	DETAILS
P503	DETAILS
E001	ELECTRICAL, SYMBOL, S.A. AND ABBREVIATIONS
E01	ELECTRICAL REMOVAL PLAN
E101	ELECTRICAL SITE PLANS
E501	ELECTRICAL ONE-LINE DIAGRAM
E801	ELECTRICAL DETAILS

NOTES:
THE CONTRACTOR SHALL VERIFY ALL EXISTING UNBROUGHT-TO-FRONT UTILITY LOCATIONS AND ELEVATIONS PRIOR TO CONSTRUCTION. ALL UTILITY LOCATIONS NOT SHOWN ON THIS PLAN OR THOSE THAT ARE SHOWN MAY NOT BE SHOWN IN THE EXACT LOCATIONS.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN SET IS UTILITY QUALITY LEVEL 0. THE QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF THE CHANCE 39-2, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA".

ALL CONTRACTORS MUST CONTACT Gopher State One BEFORE CONSTRUCTION BEGINS. ANY TOLL FREE (800) 292-1166. TWIN CITIES (651) 454-0002.

THE LISTED STANDARD PLANS AND/OR PLATES ARE INCORPORATED BY REFERENCE INTO THE PLAN SET. THE CERTIFICATION ON THIS SHEET SIGNIFIES THE ENGINEER SELECTED THE STANDARD PLANS AND PLATES AS APPROPRIATE FOR USE ON THE PROJECT.

THIS PLAN CONTAINS 104 SHEETS

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

ROSEVILLE ASSISTANT CITY ENGINEER
DATE: 02/24/2026 LICENSE NO.: 56414

APPROVED: [Signature] DATE: 3/24/2026
ROSEVILLE CITY ENGINEER

APPROVED: [Signature] DATE: 3/25/2026
CITY OF ARDEN HILLS DISTRICT ENGINEER

APPROVED: [Signature] DATE: 4/1/26
MINNESOTA COUNTY ENGINEER

REVIEWED FOR COMPLIANCE WITH STATE AID RULES/POLICY DISTRICT STATE AID ENGINEER DATE: _____
APPROVED FOR STATE AID FUNDING DISTRICT STATE AID ENGINEER DATE: _____

KEY

1800 METER NUMBER

..... EXISTING CURB & GUTTER

..... PROPOSED CURB & GUTTER

..... EXISTING STORM CATCH BASIN

..... PROPOSED CATCH BASIN

..... CONCRETE

..... BITUMINOUS

..... GRAVEL

..... BITUMINOUS MILL

..... BITUMINOUS RECLAIM

..... POWER POLE

..... FENCE

..... CONIFEROUS TREES

..... DECIDUOUS TREE

..... STREET SIGN

..... EXISTING WATERMAIN

..... EXISTING GATE VALVE

..... EXISTING HYDRAULIC & HYDRAULIC GATE VALVE

..... EXISTING MANHOLE FOR SANITARY OR STORM SEWER

..... EXISTING SANITARY SEWER

..... EXISTING STORM SEWER

..... PROPOSED SANITARY SEWER LINE

..... PROPOSED STORM SEWER LINE

..... UNDERGROUND GAS MAIN

..... UNDERGROUND TRIPRODUCT LINE

..... UNDERGROUND ELECTRIC LINE

PROJECT LOCATION

COUNTY: RAMSEY

DISTRICT: METRO

SCALE IN FEET
HORIZONTAL PLAN
HORIZONTAL PROFILE 10

SCALE IN FEET
VERTICAL PROFILE

HAMLIN AVENUE DESIGN DESIGNATION: 10 TON
(S.A.P. NO. 160-020-057, 062-650-017, 187-020-027)
Functional Classification: LOW DENSITY COLLECTOR
No. of Traffic Ln. 2026 = 3 No. of Parking Lanes = 1
ADT (Current Year) 2026 = 2608 Design Speed = 35 MPH
ADT (Future Year) 2046 = 2739 Based on STOPPING Sight Distance
DHV (Design Hr. Vol.) = N/A Height of eye 3.5' Height of objects 0.5'
D (Directional Distr.) = N/A % Design speed not achieved at: N/A
T (Heavy Commercial) = N/A % STA. NA TO STA. NA MPH NA
R-Value 20 Year ESALS 428,000 Design Load 10 TON

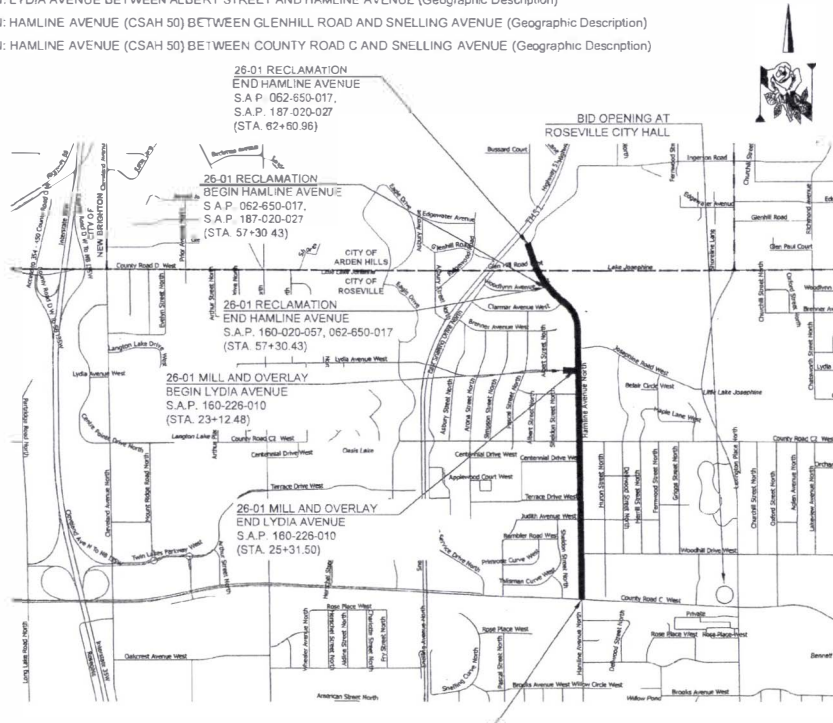
LYDIA AVENUE DESIGN DESIGNATION: 9 TON
(S.A.P. NO. 160-226-010)
Functional Classification: LOW DENSITY COLLECTOR
No. of Traffic Ln. 2026 = 2 No. of Parking Lanes = 0
ADT (Current Yr) 2026 = 1704 Design Speed = 30 MPH
ADT (Future Year) 2046 = 1790 Based on STOPPING Sight Distance
DHV (Design Hr. Vol.) = N/A Height of eye 3.5' Height of objects 0.5'
D (Directional Distr.) = N/A % Design speed not achieved at: N/A
T (Heavy Commercial) = N/A % STA. NA TO STA. NA MPH NA
R-Value 15 20 Year ESALS 229,000 Design Load 9 TON

26-01 RECLAMATION
BEGIN HAMLIN AVENUE
S.A.P. 160-020-057, 062-650-017
(STA. 0+28.71)

HAMLIN AVENUE
S.A.P. 160-020-057, 062-650-017, 187-020-027

LYDIA AVENUE
S.A.P. 160-226-010

	HAMLIN AVENUE	LYDIA AVENUE
GROSS LENGTH	6261 FT	219 FT
BRIDGE LENGTH	- FT	- FT
EXCEPTIONS LENGTH	- FT	- FT
NET ENG T H	6261 FT	219 FT
	1.19 MILES	0.04 MILES
		- MILES
		- MILES
		0.04 MILES

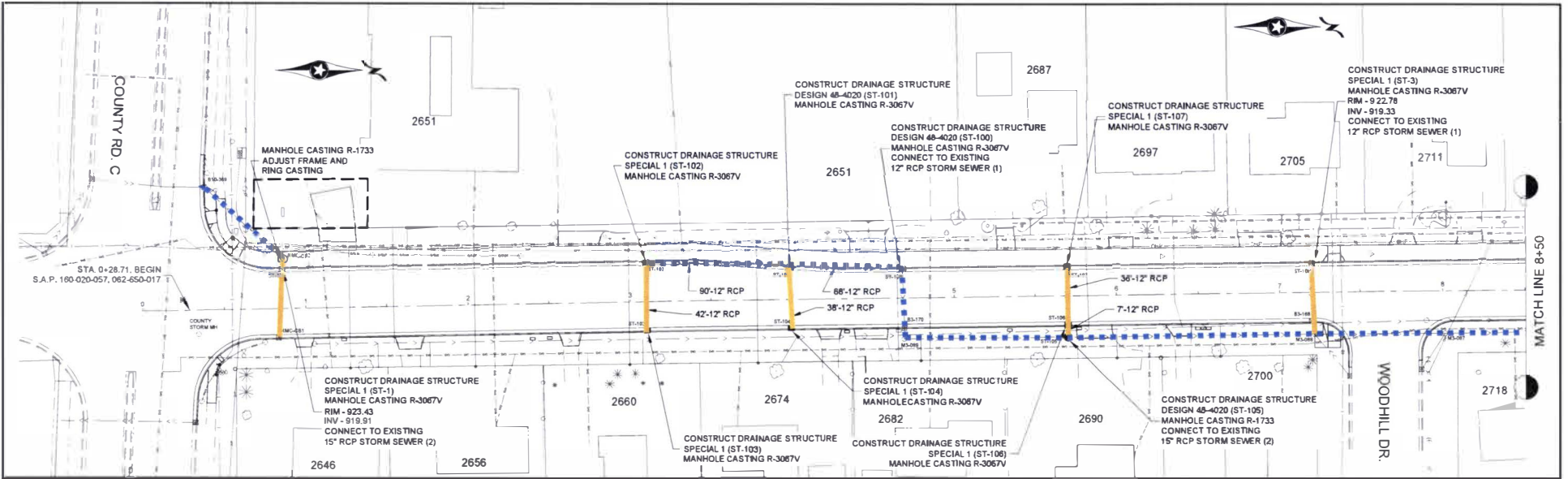


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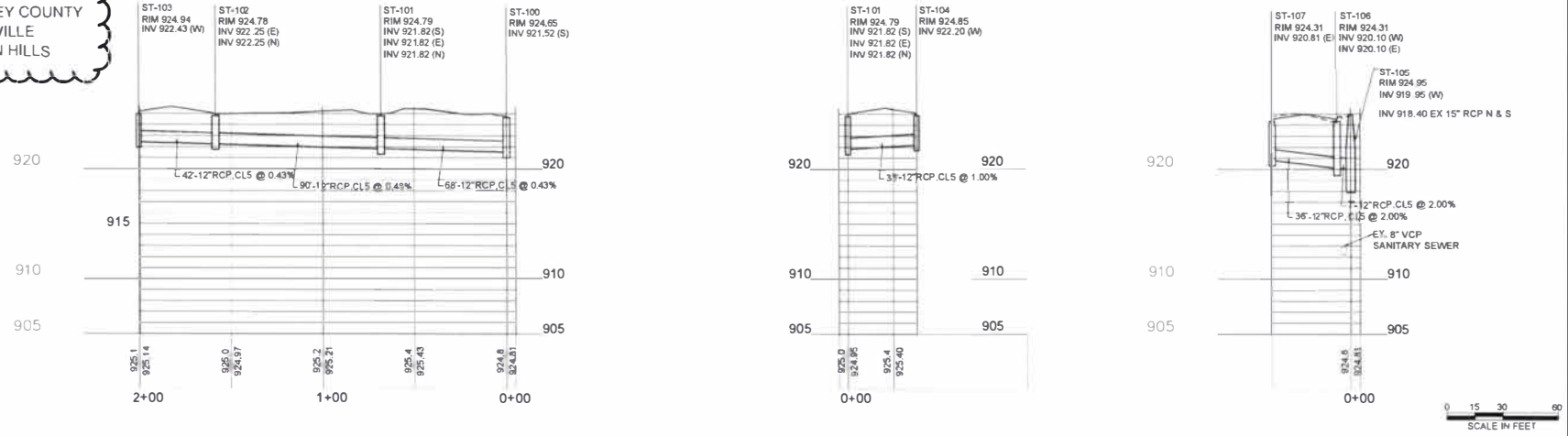
CITY OF ROSEVILLE ENGINEERING DEPT., 2660 CIVIC CENTER DRIVE, ROSEVILLE, MINNESOTA 55113, (651) 792-7004

S.A.P. NOS. 160-020-057, 160-226-010, 187-020-027 & 062-650-017

SHEET 1 OF 104 SHEETS



STORM SEWER OWNERSHIP EXHIBIT
 — RAMSEY COUNTY
 ■ ROSEVILLE
 ■ ARDEN HILLS



Plan Date: 05/17/2024
 Drawing Title: STORM SEWER CONSTRUCTION - HAMLINE AVENUE
 Drawing No.: 187-890-011
 Project No.: 187-890-011

NO.	DATE	BY	DESCRIPTION OF REVISIONS

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED
 BY ME OR UNDER MY DIRECT SUPERVISION AND THAT
 I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER
 THE LAWS OF THE STATE OF MINNESOTA.
 ERIK HENRICKSEN, PE
 DATE: 05/17/2024 LIC. NO. 58414

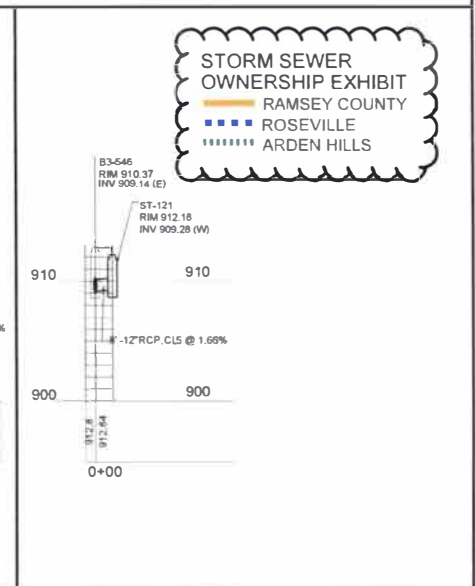
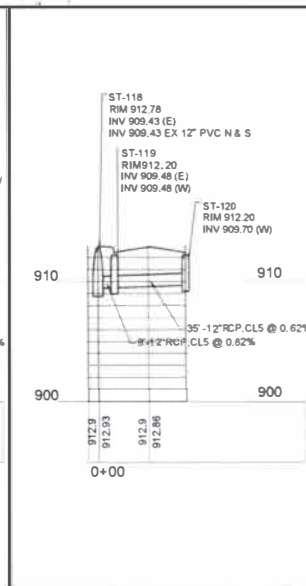
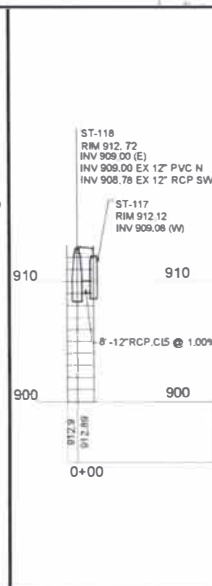
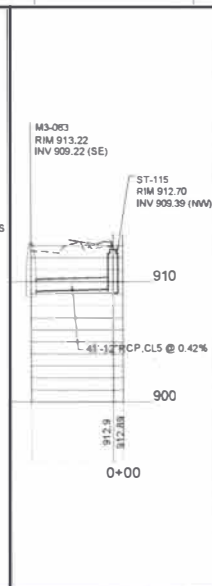
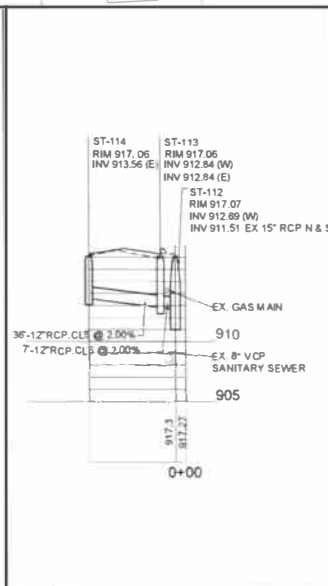
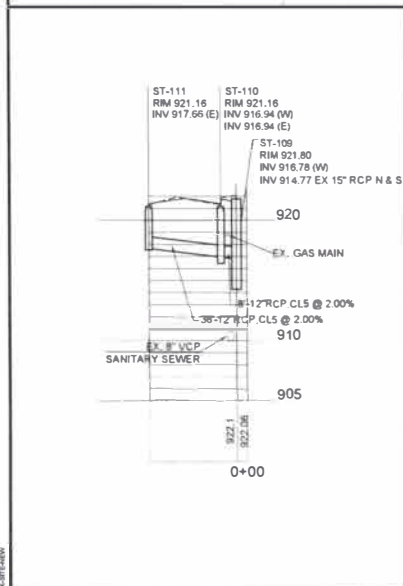
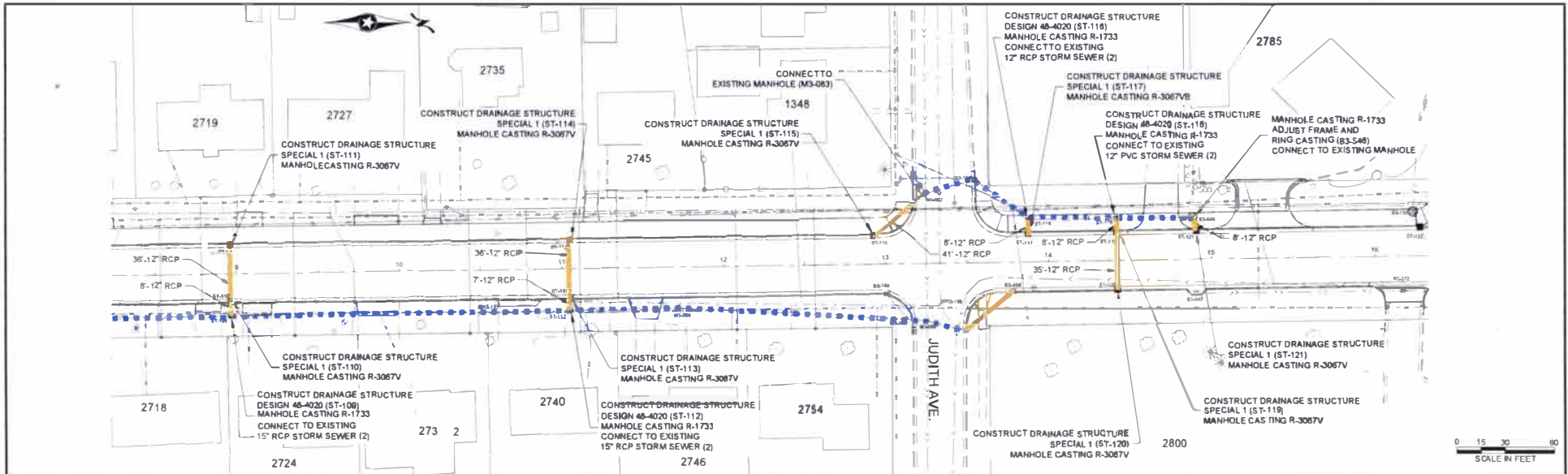
ROSEVILLE
ENGINEERING DEPARTMENT

SAMP NO.: 187-890-011
 SAMP NO.: 187-890-011
 SAMP NO.: 187-890-011

**STORM SEWER CONSTRUCTION
HAMLINE AVENUE**

HAMLINE AVENUE
COUNTY RD. C TO SNELLING AVE.

SHEET NO.	
43	104
OF SHEETS	



STORM SEWER OWNERSHIP EXHIBIT

- RAMSEY COUNTY
- ROSEVILLE
- ARDEN HILLS

NO.	DATE	BY	DESCRIPTION OF REVISIONS

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

ERIK HENRICKSEN, PE
 CITY PROJ. NO. 28-01
 DATE: 03/26/2026 LIC. NO. 55414

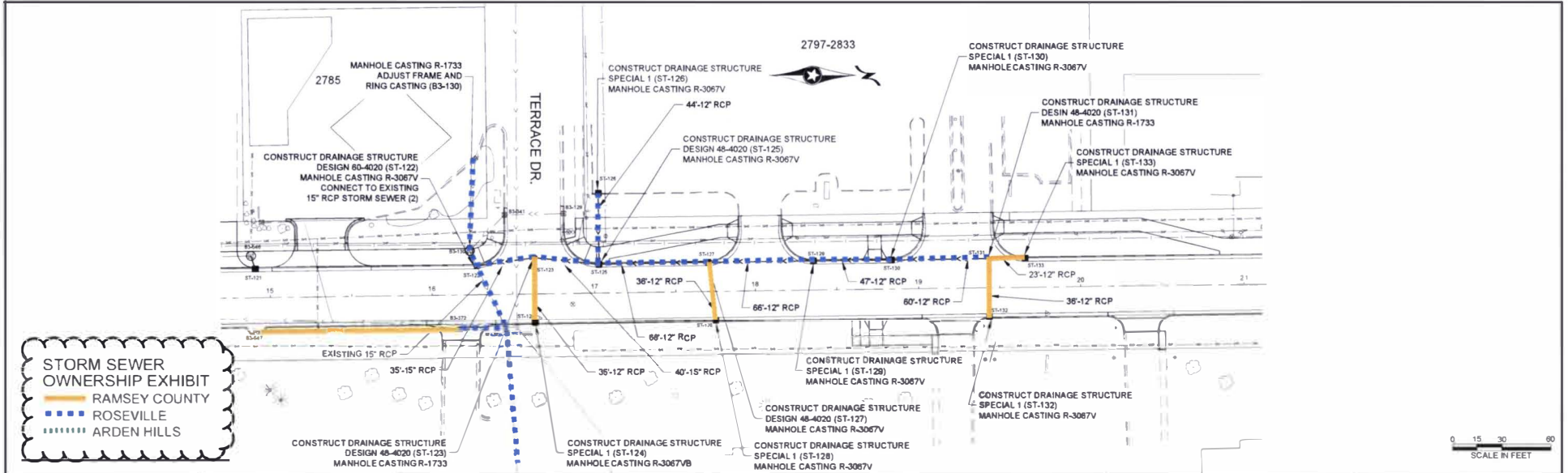
ROSEVILLE
 ENGINEERING DEPARTMENT

SAP: 165-020-057
 SAP: 165-228-010
 SAP: 187-650-017
 SAP: 165-228-010

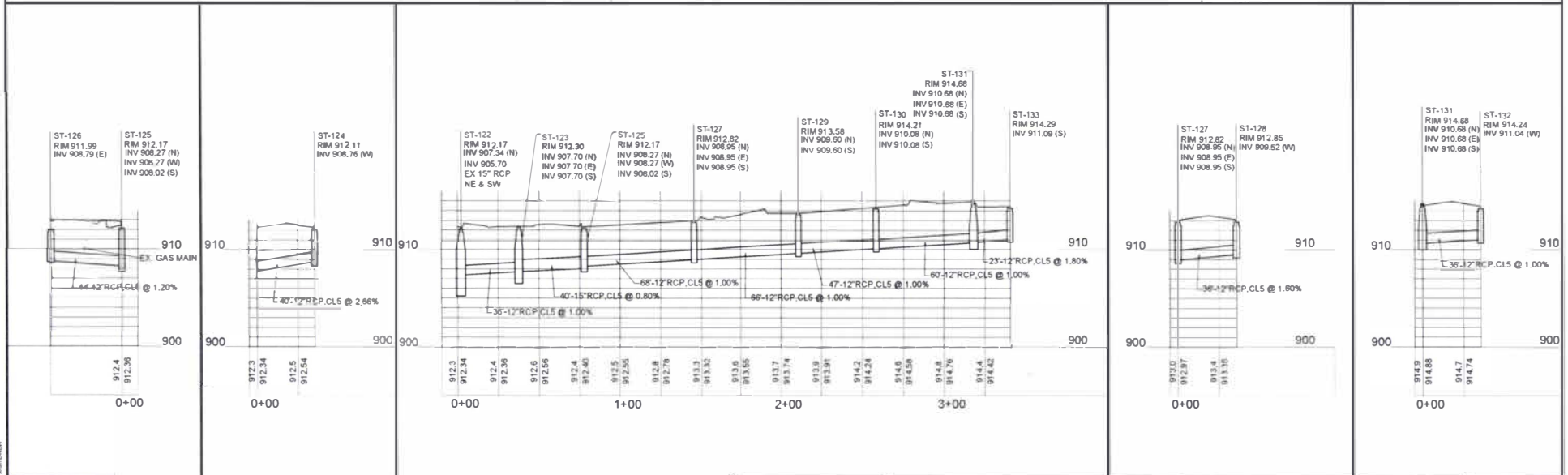
STORM SEWER CONSTRUCTION
 HAMLINE AVENUE

HAMLINE AVENUE
 COUNTY RD. C TO SNELLING AVE.

SHEET NO. **44** OF SHEETS **104**



STORM SEWER OWNERSHIP EXHIBIT
 — RAMSEY COUNTY
 - - - ROSEVILLE
 ARDEN HILLS



NO.	DATE	BY	DESCRIPTION OF REVISIONS

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

ERIK HENRICKSEN, PE
 CITY PROJ. NO. 26-01
 DATE: 03/24/2026 LIC. NO. 59414

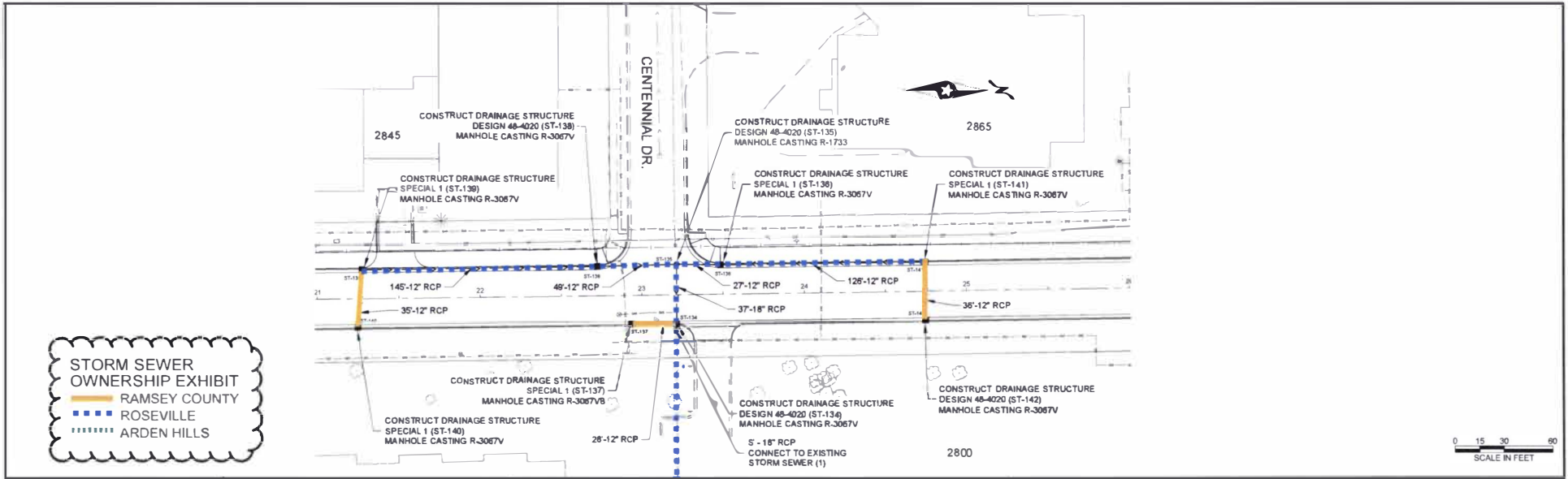
ROSEVILLE
 ENGINEERING DEPARTMENT

SAP 150-020-057
 SAP 150-226-010
 SAP 187-650-017
 SAP 180-226-010

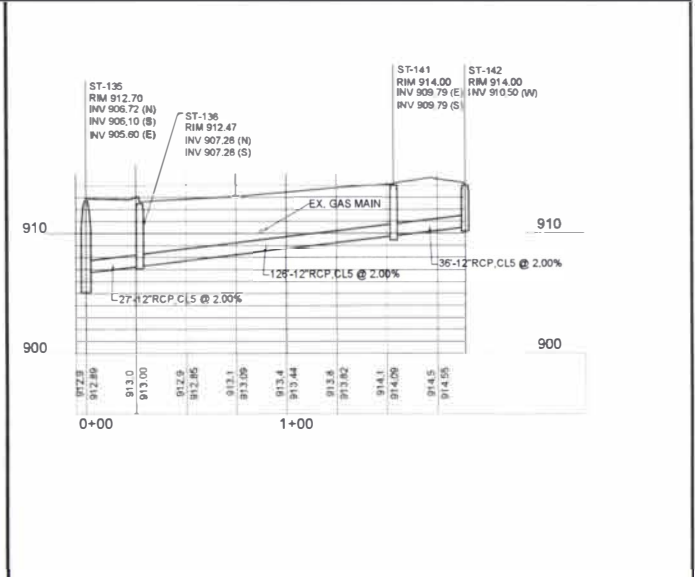
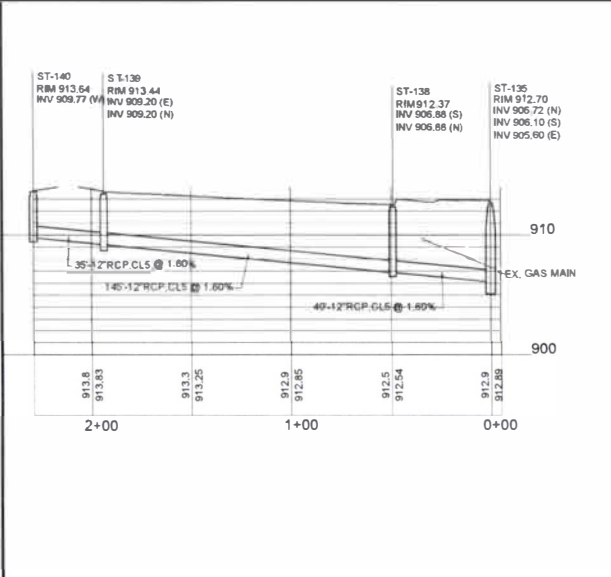
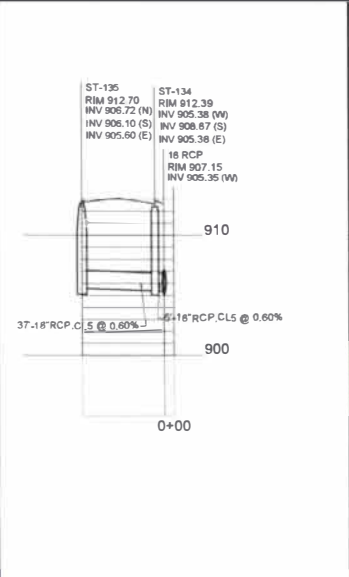
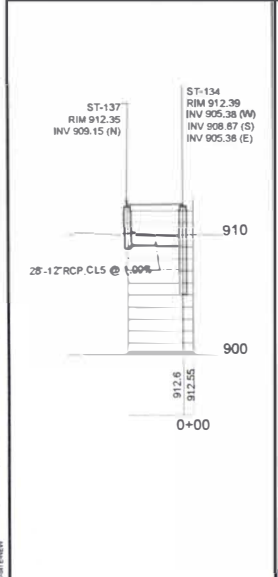
STORM SEWER CONSTRUCTION
 HAMLINE AVENUE

HAMLINE AVENUE
 COUNTY RD. C TO SNELLING AVE.

SHEET NO.	
45	104
SHEET NO. OF SHEETS	



STORM SEWER OWNERSHIP EXHIBIT
 ■ RAMSEY COUNTY
 ■ ROSEVILLE
 ■ ARDEN HILLS



NO.	DATE	BY	DESCRIPTION OF REVISIONS

SURVEY: MD
 DRAWN: DRT
 DESIGNED: DRT
 CHECKED: EH
 APPROVED: EH
 CITY PROJ. NO. 26-01

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

ERIK HENRICKSEN, PE
 DATE: 03/24/2026 LIC. NO.: 59414

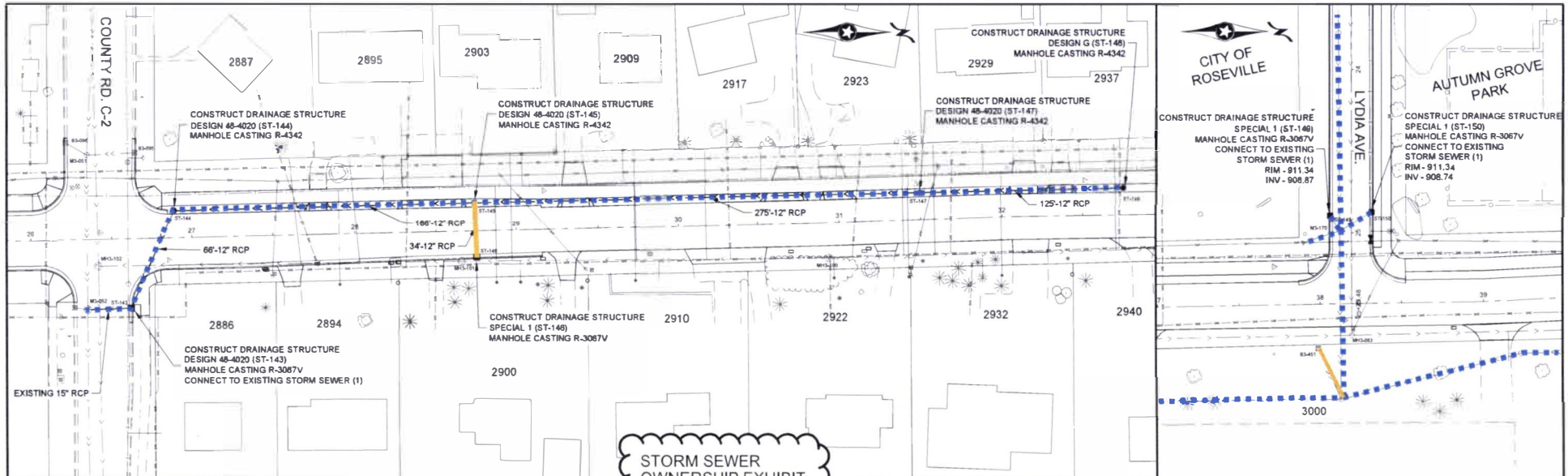
ROSEVILLE
 ENGINEERING DEPARTMENT

SAP 160-020-057
 SAP 160-226-010
 SAP 187-450-017
 SAP 160-226-010

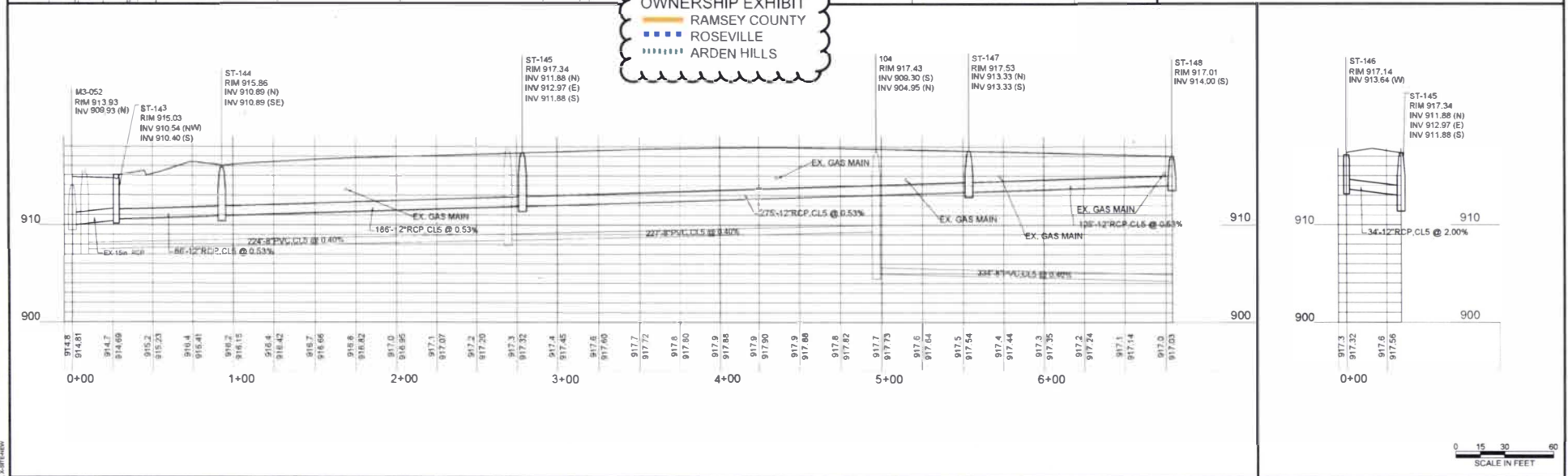
STORM SEWER CONSTRUCTION
 HAMLINE AVENUE

HAMLINE AVENUE
 COUNTY RD. C TO SNELLING AVE.

SHEET NO.	
46	104
SHEET NO. OF SHEETS	



STORM SEWER OWNERSHIP EXHIBIT
 — RAMSEY COUNTY
 ■■■ ROSEVILLE
 ■■■■■ ARDEN HILLS



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 User: mccoy
 Date: 11/11/2025 10:58:00 AM

NO.	DATE	BY	DESCRIPTION OF REVISIONS

SURVEY: MD
 DRAWN: DDT
 DESIGNED: DDT
 CHECKED: EH
 APPROVED: EH
 CITY PROJ. NO: 26-01

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

ERIK HENRIKSEN, PE
 DATE: 11/24/2025 LIC. NO. 59414

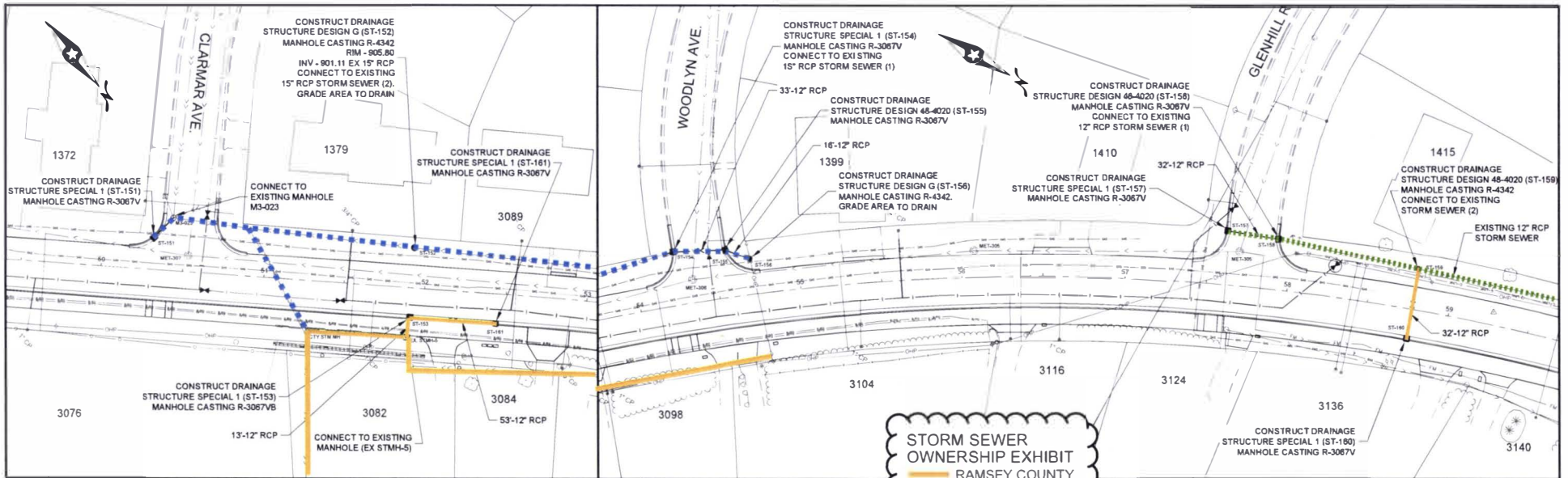
ROSEVILLE
 ENGINEERING DEPARTMENT

SAP: 160-020-057
 SAP: 160-226-010
 SAP: 161-450-017
 SAP: 160-226-010

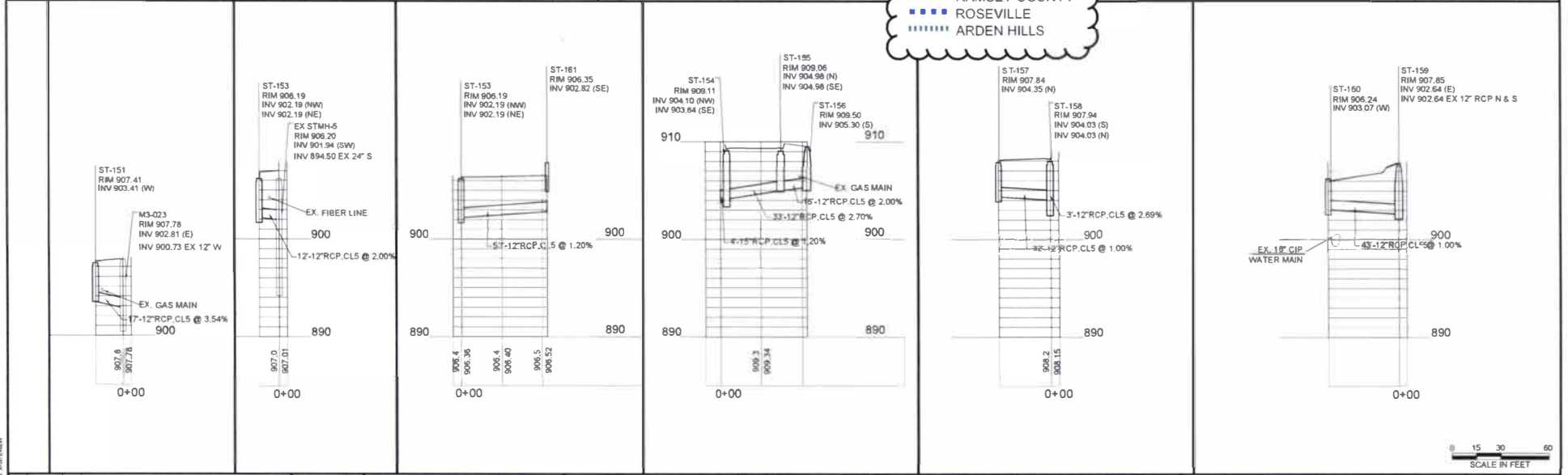
SAP NO.:

STORM SEWER CONSTRUCTION
HAMLIN AVENUE
 COUNTY RD. C TO SNELLING AVE.

SHEET NO.
47 **104**
 SHEET NO. OF SHEETS



STORM SEWER OWNERSHIP EXHIBIT
 — RAMSEY COUNTY
 - - - ROSEVILLE
 ARDEN HILLS



15 30 60
 SCALE IN FEET

NO.	DATE	BY	DESCRIPTION OF REVISIONS

SURVEY: MO
 DRAWN: DET
 DESIGNED: DRT
 CHECKED: EH
 APPROVED: EH
 CITY PROJ. NO. 26-01

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

ERIK HENRICKSEN, PE
 DATE: 03/24/2026 LIC. NO.: 58414



SAP: 160-226-057
SAP: 160-226-010
SAP: 187-850-017
SAP: 160-226-010
SAP NO.

STORM SEWER CONSTRUCTION
HAMLIN AVENUE

HAMLIN AVENUE
 COUNTY RD. C TO SNELLING AVE.

SHEET NO.	
48	104
SHEET NO. OF SHEETS	

Drawn: Erik Henricksen, PE
 Date: 03/24/2026
 City: Roseville, MN
 Project: 26-01

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5/4/2026
Item No.: 12.h.

Department Approval



City Manager Approval



Item Description: Receive 1st Quarter 2026 Financial Report

1
2 **Background**

3 Attached are the City of Roseville’s Financial Reports for the first quarter of 2026. Each
4 year, staff plans to present Q1 and Q3 financials as consent agenda items due to generally
5 lower activity, while Q2 and Q4 financials will continue to be presented as regular agenda
6 items, given the timing of settlement revenues and year-end financial results.

7 **Attachments include:**

- 8 • Financial Summary Memo
- 9 • Governmental Funds Quarterly Financial Report
- 10 • Enterprise Funds Quarterly Financial Report

11
12
13 **Policy Objectives**

14 N/A

15
16 **Equity Impact Summary**

17 N/A

18
19 **Budget Implications**

20 N/A

21
22 **Staff Recommendations**

23 Accept Q1 Financials

24
25 **Requested Council Action**

26 Accept Q1 Financials

27

Prepared by: Sam Magureanu, City Finance Director

- Attachments:**
1. Q1 Memo
 2. Q1 Gov Funds
 3. Q1 Enterprise Funds

Q1 2026 Financial Summary Memorandum

City of Roseville

Governmental Funds

Revenues

- **Tax Revenues – AS EXPECTED:** Collected in three installments (June/July, October/November, and a final settlement in January of the following year). Tax increment revenues follow the same schedule.
- **Intergovernmental Revenues – AS EXPECTED:** Year-to-date collections total \$388,771.71 (6.85% of budget). Includes MSA maintenance allocation and partial COPS grant reimbursements.
- **Licenses & Permits – AS EXPECTED:** At 27.19% of budget (\$505,765.12), consistent with prior years and seasonal patterns.
- **Charges for Services – AS EXPECTED:** At 24.67% of budget (\$1,785,122.36), aligned with typical seasonal variations and program cycles.
- **Fines & Forfeits – AS EXPECTED:** Collected at 14.60% of budget (\$11,679.77), varying with County citation remittances.
- **Franchise Fees – AS EXPECTED:** Remitted quarterly; first distribution expected in April (Q2).
- **Special Assessments – AS EXPECTED:** Received concurrently with property tax collections.
- **Miscellaneous Revenues – AS EXPECTED:** 2026 budget includes a one-time \$1.8M Fire Truck Bond Proceeds entry in Fund 401.

Expenditures

- **Personnel Services – AS EXPECTED:** At 19.33% of budget, consistent with prior year. Includes overtime, temporary, and seasonal labor. The use of these funds can fluctuate throughout the year based on seasonality and operational need, which may influence the overall analysis. In addition, vacant positions can materially affect results, particularly within larger departments such as Police, Fire, Parks and Public Works.
- **Supplies & Materials – AS EXPECTED:** At 17.74% of budget; varies with project timing.

- **Contractual Services – AS EXPECTED:** At 20.60% of budget; timing varies by project and operational needs.
- **Utilities – AS EXPECTED:** At 21.03% of budget; weather-dependent fluctuations occur.
- **Other Charges and Debt – AS EXPECTED:** At 42.73% of budget, reflecting scheduled Q1 principal payments for outstanding debt.
- **Capital Outlay – AS EXPECTED:** Varies based on project timing.
- **Transfers – AS EXPECTED:** Transfers are an expected component of the City’s budget process. For 2026, the City budgeted a transfer of \$200,000 from the License Center Fund (265) to the General Fund (100), and a transfer of \$40,000 from the EDA Fund (725) to Fund 727, the Southeast Roseville Initiative. The current-year transfers totaling \$219,596.72 relate to Economic Development funds that were approved earlier this year but were not included in the adopted budget.

Enterprise Funds (Water, Sewer, Stormwater, Golf)

Revenues

- **Intergovernmental – AS EXPECTED:** The budget primarily relates to the Select Committee on Recycling and the Environment (SCORE) grant, which is expected to be received in the fourth quarter.
- **Charges for Services – AS EXPECTED** are at 14.04 percent of budget, which is consistent with the prior year. The City does not capture a full quarter of utility revenues (water, sewer, and stormwater) in Q1, as a portion of February and March accounts are billed in Q2. This timing difference is expected and aligns with established City billing practices.
- **Miscellaneous – AS EXPECTED:** Reflects UB certification charges. 2025 included \$181,000 from equipment sales.

Expenditures

- **Personnel Services – AS EXPECTED:** 20.33% to Budget - Comparable with PY. A significant portion of the budget (approximately 10%) includes funds for overtime pay temporary and seasonal employees. The use of these funds can vary based on seasonality and need and can affect the analysis. Further, vacant positions can significantly affect the analysis, especially for some large departments such public works.

- **Supplies & Materials – AS EXPECTED:** 10.80% to Budget - Comparable with prior year. These types of expenditures can vary based on projects and departmental needs and schedules.
- **Contractual Services – AS EXPECTED:** 17.98% to Budget - Comparable with prior year. These types of expenditures can vary based on projects and departmental needs and schedules.
- **Utilities – AS EXPECTED:** 20.23% to Budget - Comparable with prior year. Weather can significantly affect the use.
- **Other Charges and Debt – AS EXPECTED:** 20.46% to Budget - Includes Payments for Debt Service Typically Principal is paid at the beginning of the year and Small Equipment Purchases.
- **Capital Outlay – AS EXPECTED:** 2.22% to Budget- Varies based on project timing.

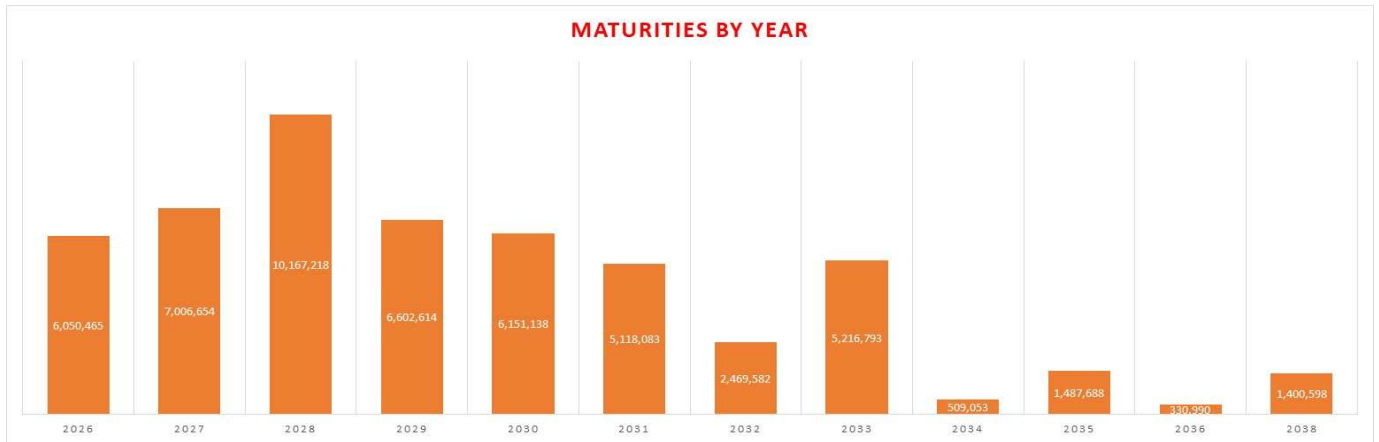
Investments

As of March 31, 2026, total City investments equal \$63,999,586. The allocation by investment type is as follows:

Type	Amount	Percentage
Money Market	11,488,710.13	17.95%
Certificate of Deposit	244,888.70	0.38%
US Treasury Notes	2,012,500.00	3.14%
Agency	2,501,659.65	3.91%
G.O. Bond	39,499,129.87	61.72%
Revenue Bonds	8,252,697.66	12.89%
<i>Total</i>	63,999,586.01	100.00%

All certificates of deposit are FDIC-insured and compliant with City Investment Policy.

Because the City’s cash and investments are used to support cash flow needs for both operating and capital activities, understanding the timing of maturities is essential for planning future investment opportunities. The schedule below outlines the upcoming maturities for the City’s cash and investment holdings.



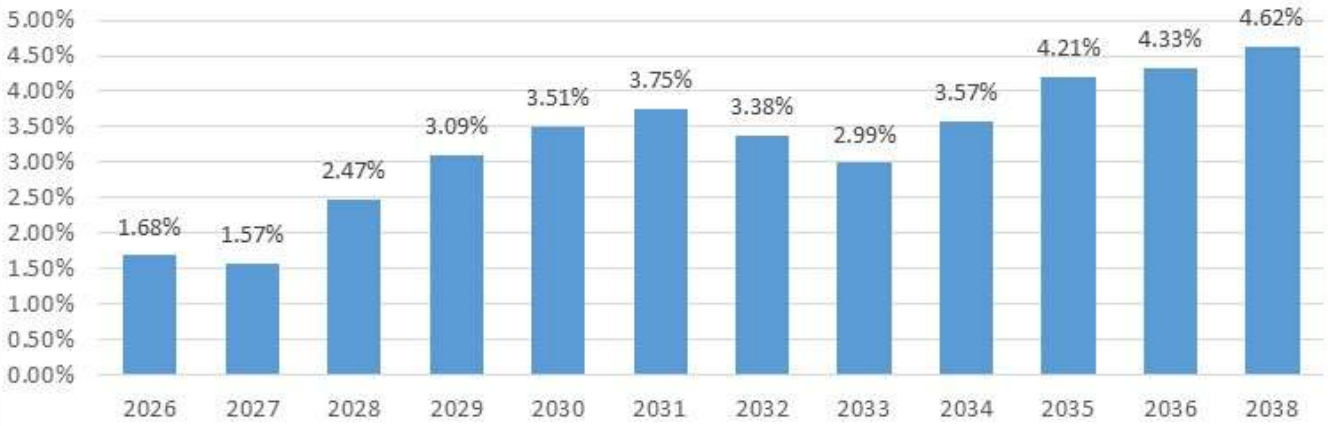
The City budgets investment income as part of the annual budget process, making it important to understand the coupon rates on its cash and investment holdings. In Q1, the City purchased five new investments totaling \$6,560,000 with a yield to maturity of 4.110 percent.

As shown below, the City currently holds a large concentration of investments in the 0 to 2 percent range, representing approximately 58 percent of total holdings. As these securities mature, the City will have opportunities to reinvest at higher available rates. Based on the table below these 0 to 2 percent securities are scheduled to mature during 2026 and 2027.

The City’s money market accounts, which are excluded from the table below and held at U.S. Bank, are currently yielding between 3.3 and 3.5 percent. Interest earnings for Q1 across all investment types total \$340,145.85. This amount may fluctuate throughout the year, as interest payments vary by instrument, with some paying monthly, quarterly, semiannually, or annually.

As of Decemebr 31, 2025		
Coupon	Amount	Percentage
0% to 1%	1,941,253.70	3.70%
1% to 2%	28,460,652.52	54.20%
2% to 3%	3,020,902.26	5.75%
3% to 4%	5,681,279.66	10.82%
4% to 5%	13,406,787.74	25.53%
Total	52,510,875.88	100%

Average Yield to Maturity by Year



City of Roseville Governmental Funds March 31, 2026 compared with March 31, 2025							Notes
2025 Budget	2025 YTD	2025 YTD as a % to Budget	2026 Budget	2026 YTD	2026 YTD as a % to Budget		
Revenues							
General Property Taxes	30,717,459.00	1,558.69	0.01%	33,048,741.00	-	0.00%	Tax revenues are paid in three instalments (June/ July, October/November and a final settlement in January of the following year).
Tax Increments	2,305,000.00	-	0.00%	2,185,000.00	-	0.00%	Tax increments are paid in three instalments (June/ July, October/November and a final settlement in January of the following year).
Intergovernmental Revenue	2,521,920.00	349,202.19	13.85%	5,677,202.00	388,771.71	6.85%	Includes first distribution of MSA maintenance revenues collected in Q1 and partial COPS grant revenue reimbursements. The 2026 Budget is significantly higher due to the Police SAFER Grant, COPS grant and MSA construction for the Pavement Management Fund 590
Licenses & Permits	2,067,510.00	538,261.96	26.03%	1,860,333.00	505,765.12	27.19%	Comparable with prior year and in line with expectations at around 25%
Charges for Services	6,913,622.00	1,818,455.78	26.30%	7,235,550.00	1,785,122.36	24.67%	Comparable with prior year and in line with expectations at around 25%
Fines and Forfeits	70,000.00	21,322.99	30.46%	80,000.00	11,679.77	14.60%	These type of revenues can fluctuate since are based on County remitting funds based on tickets/fines
Franchise Fees	354,000.00	-	0.00%	2,720,000.00	-	0.00%	Remitted quarterly. First distribution expected to be collected in April (Q2)
Special Assessments	83,000.00	38.21	0.05%	83,000.00	615.35	0.74%	SA Revenues are collected twice a year with property tax settlements in June and December
Investment Income	316,718.00	2,852,440.05	900.62%	558,389.00	256,345.56	45.91%	2025 Includes Market Value Adjustments. See Memo Detail
Miscellaneous	1,021,963.00	238,880.01	23.37%	2,645,069.00	132,215.56	5.00%	2026 Budget includes the one time Fire Truck Bond Proceeds in fund 401 of 1.8Mill
Total Revenues	46,371,192.00	5,820,159.88	12.55%	56,093,284.00	3,080,515.43	5.49%	
Expenditures							
Personnel Services	28,486,298.00	4,913,346.38	17.25%	32,751,784.00	6,330,050.69	19.33%	Comparable with PY. A significant portion of the budget (approximately 10%) includes funds for overtime pay, temporary and seasonal employees. The use of these funds can vary based on seasonality and need and can affect the analysis. Further, vacant positions can significantly affect the analysis, especially for some of the large departments such as police, fire, parks and public works.
Supplies & Materials	1,543,165.00	280,038.26	18.15%	1,486,865.00	263,762.86	17.74%	Comparable with prior year. These type of expenditures can vary based on projects and departmental needs and schedules.
Contractual Services	5,707,375.00	1,178,771.77	20.65%	5,489,423.00	1,130,791.16	20.60%	Comparable with prior year. These type of expenditures can vary based on projects and departmental needs and schedules.
Utilities	902,935.00	178,457.70	19.76%	912,700.00	191,952.74	21.03%	Comparable with prior year. Weather can significantly affect the use
Other Charges and Debt	5,236,482.00	2,769,149.93	52.88%	5,698,406.00	2,435,015.67	42.73%	Includes Payments for Debt Service Typically Principal is paid at the beginning of the year
Capital Outlay	8,864,445.00	1,482,716.76	16.73%	12,132,500.00	1,103,058.09	9.09%	Can Vary based on timing of projects
Total Expenditures	50,740,700.00	10,802,480.80	21.29%	58,471,678.00	11,454,631.21	19.59%	
Other Financing Sources							
Transfers In	700,000.00	-	0.00%	240,000.00	-	0.00%	
Transfers Out	200,000.00	-	0.00%	240,000.00	219,596.72	91.50%	\$200,000 from the License Center Fund (265) to the General Fund (100), and a transfer of \$40,000 from the EDA Fund (725) to Fund 727, the Southeast Roseville Initiative. The current-year transfers totaling \$219,596.72 relate to Economic Development funds that were approved earlier this year but were not included in the adopted budget
Bond Issuance Costs			#DIV/0!			#DIV/0!	
Sale of Assets			#DIV/0!			#DIV/0!	
Total Other Financing Sources	900,000.00	-	0.00%	480,000.00	219,596.72	45.75%	
Beginning Fund Balance	40,871,600	45,853,921		40,871,600	38,493,206		
Net Income Change	(3,869,508)	(4,982,321)		(2,378,394)	(8,593,713)		
Ending Fund Balance	37,002,092	40,871,600		38,493,206	29,899,493		
<i>Check</i>	-	-	-	-	-	-	
	40,871,599.81	45,853,920.73		40,871,599.81	38,493,205.81		
	(3,869,508.00)	(4,982,320.92)		(2,378,394.00)	(8,593,712.50)		
	37,002,091.81	40,871,599.81		38,493,205.81	29,899,493.31		

City of Roseville Combined Governmental Funds and Enterprise Funds March 31, 2026 compared with March 31, 2025						
	2025 Budget	2025 YTD	2025 YTD as a % to Budget	2026 Budget	2026 YTD	2026 YTD as a % to Budget
Revenues						
Intergovernmental Revenue	204,690.00	564.62	0.28%	154,665.00	-	0.00%
Charges for Services	22,671,950.00	3,386,402.99	14.94%	24,733,179.00	3,473,017.35	14.04%
Investment Income	12,500.00	572,186.28	4577.49%	92,500.00	74,081.75	80.09%
Miscellaneous	212,000.00	216,227.33	101.99%	54,000.00	69,176.52	128.10%
Total Revenues	23,101,140.00	4,175,381.22	18.07%	25,034,344.00	3,616,275.62	14.45%
Expenditures						
Personnel Services	2,467,940.00	433,942.08	17.58%	2,574,134.00	523,390.21	20.33%
Supplies & Materials	545,540.00	114,762.32	21.04%	615,540.00	66,466.66	10.80%
Contractual Services	1,715,680.00	262,992.92	15.33%	1,686,513.00	303,307.81	17.98%
Utilities	10,702,720.00	1,871,550.87	17.49%	11,257,938.00	2,278,037.53	20.23%
Other Charges	1,504,710.00	521,602.88	34.66%	1,528,671.00	312,712.77	20.46%
Capital Outlay	6,236,000.00	1,193,789.41	19.14%	7,474,000.00	166,016.36	2.22%
Total Expenditures	23,172,590.00	4,398,640.48	18.98%	25,136,796.00	3,649,931.34	14.52%
Other Financing Sources						
Transfers In	68,000.00	-	0.00%	66,000.00	-	0.00%
Transfers Out	-	-	#DIV/0!	-	-	#DIV/0!
Bond Issuance Costs			#DIV/0!			#DIV/0!
Sale of Assets			#DIV/0!			#DIV/0!
Total Other Financing Sources	68,000.00	-	0.00%	66,000.00	-	0.00%
Beginning Fund Balance	58,921,540	59,144,799		58,921,540	58,885,088	
Net Income Change	(3,450)	(223,259)		(36,452)	(33,656)	
Ending Fund Balance	58,918,090	58,921,540		58,885,088	58,851,432	
<i>Check</i>	-	-		-	0.00	

The budget relates primarily to the Select Committee on Recycling and the Environment (SCORE) grant and is expected to be collected in Q4

Comparable to prior year. The City does not fully captures a full quarter of revenues in Q1 since part of it (Part of Feb and March accounts) are billed in Q2. This is consistent with City practices.

2025 Includes Market Value Adjustments. See Memo Detail

For 2026 the revenue relates to UB certification for delinquent accounts. In 2025 there was an additional \$181K relating to a sale of equipment.

Comparable with PY. A significant portion of the budget (approximately 10%) includes funds for overtime pay, temporary and seasonal employees. The use of these funds can vary based on seasonality and need and can affect the analysis. Further, vacant positions can significantly affect the analysis, especially for some of the large departments such public works.

Comparable with prior year. These type of expenditures can vary based on projects and departmental needs and schedules.

Comparable with prior year. These type of expenditures can vary based on projects and departmental needs and schedules.

Comparable with prior year. Weather can significantly affect the use

Includes Payments for Debt Service Typically Principal is paid at the beginning of the year and Small Equipment Purchases

Can Very based on timing of projects

Accounts for a transfer from the Capital Parks & Recreation fund 402

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5/4/2026
Item No.: 12.i.

Department Approval



City Manager Approval



Item Description: Approve Amended Joint Powers Agreement of the Ramsey County Violent Crime Enforcement Team

1
2 **Background**

3 The Roseville Police Department seeks Council approval of an amended Joint Powers Agreement (JPA)
4 for the Ramsey County Violent Crime Enforcement Team (RCVCET). The City Council most recently
5 approved the JPA on March 24, 2025. Since that time, two participating agencies have withdrawn from
6 the task force. As a result, an amended agreement has been prepared and is being presented to the
7 remaining partner agencies for approval. Current participating agencies include Ramsey County and the
8 cities of St. Paul, Roseville, New Brighton, Mounds View, and St. Anthony.

9 Originally established in 2005 as the East Metro Narcotics Task Force, the unit has evolved into
10 RCVCET, expanding its mission to address violent crime, organized criminal activity, and narcotics-
11 related offenses with multi-jurisdictional impacts. The team continues to play a critical role in
12 investigating complex cases involving firearms, drug trafficking, gang activity, and other serious felony
13 offenses that extend beyond individual city boundaries.

14 Roseville's participation in RCVCET provides access to shared investigative resources, specialized
15 expertise, and coordinated enforcement strategies that significantly enhance the department's ability to
16 address violent crime. The unit's work has resulted in successful investigations, disruption of criminal
17 networks, and removal of dangerous offenders and illegal narcotics from the community.

18 The amended JPA has been reviewed and approved by the City Attorney.

19
20
21 **Policy Objectives**

22 Participation in RCVCET supports the City's strategic priority of Responsive Service and Safety by
23 strengthening regional collaboration and enhancing the department's ability to address complex and
24 violent criminal activity. Through this partnership, the City is better positioned to proactively respond to
25 emerging crime trends, leverage shared resources, and ensure that personnel, training, and
26 investigative capabilities align with community needs. This collaboration also advances the City's
27 commitment to utilizing partnerships and external resources to improve service delivery, increase
28 efficiency, and maintain a safe and secure community.

29
30 **Equity Impact Summary**

31 The Ramsey County Violent Crime Enforcement Team focuses on investigating and disrupting serious
32 violent crime and large-scale criminal organizations that have significant impacts on community safety
33 and well-being. These crimes often disproportionately affect individuals and neighborhoods experiencing
34 economic challenges, housing instability, and limited access to resources.

35 By concentrating enforcement efforts on high-level offenders, including those involved in firearms
36 offenses and large-scale narcotics distribution, RCV CET helps reduce the availability of dangerous
37 substances and prevent violence that can destabilize communities. This approach supports broader
38 public safety and public health goals by addressing the root drivers of harm while avoiding an
39 overreliance on enforcement actions for low-level offenses. Participation in RCV CET contributes to a
40 safer, more stable, and more equitable community for all residents.

41
42

43 **Budget Implications**

44 The amended Joint Powers Agreement does not impose any additional financial obligations beyond the
45 department's existing commitments. Participation in RCV CET allows Roseville to leverage shared
46 resources, specialized investigative expertise, and potential grant funding opportunities, resulting in
47 increased efficiency and effectiveness.

48
49 **Staff Recommendations**

50 Staff recommends Council approval of the amended Joint Powers Agreement for the Ramsey County
51 Violent Crime Enforcement Team.

52
53 **Requested Council Action**

54 Approve the amended Joint Powers Agreement for the Ramsey County Violent Crime Enforcement
55 Team.

56
57

Prepared by: Erika Scheider, Chief of Police

Attachments: 1. RCV CET Amended JPA

58

**EIGHTH AMENDED JOINT POWERS AGREEMENT OF THE RAMSEY COUNTY
VIOLENT CRIME ENFORCEMENT TEAM.**

This is a joint powers agreement (hereinafter “JPA” or “Agreement”) between Ramsey County, a political subdivision of the State of Minnesota, and the following municipalities in the State of Minnesota:, City of New Brighton, City of Roseville, City of St. Paul, , City of Mounds View, and the City of Saint Anthony (hereinafter collectively referred to as “the Parties” or “members”). This Agreement is entered into pursuant to Minnesota Statute 471.59, the Joint Powers Act.

WHEREAS, The Parties each have law enforcement agencies with police powers within their respective jurisdictions: Ramsey County has the Ramsey County Sheriff's Office, the City of Maplewood has the Maplewood Police Department, the City of New Brighton has the New Brighton Police Department, the City of Roseville has the Roseville Police Department, the City of St. Paul has the St. Paul Police Department, the City of White Bear Lake has the City of White Bear Lake Police Department, the City of Mounds View has the Mounds View Police Department, and the City of Saint Anthony has the Saint Anthony Police Department (hereinafter collectively referred to as "the Agencies"); and

WHEREAS, The Agencies are responsible for the enforcement of controlled substance laws in their respective jurisdictions; and

WHEREAS, On February 7, 2005, Ramsey County, through the Ramsey County Sheriff's Office, and the City of St. Paul, through the St. Paul Police Department, executed a Joint Powers Agreement ("JPA") creating the East Metro Narcotics Task Force for a term of one year, with an automatic renewal clause; and

WHEREAS, On January 31, 2007, the JPA was amended to add the Cities of Maplewood, Roseville, and White Bear Lake as members of the Task Force (First Amended JPA); and

WHEREAS, On June I, 2010, a Second Amendment to the Agreement was executed to change the name of the East Metro Narcotics Task Force to the Ramsey County Violent Crime Enforcement Team ("RCVCET") and to add the Cities of Lino Lakes and North St. Paul as members (Second Amended JPA); and

WHEREAS, Since the execution of the Second Amendment, the Cities of Lino Lakes and North St. Paul have withdrawn from the RCVCET;

WHEREAS, On January 1, 2013, the Parties amended the JPA for another one-year term, with four automatic one-year renewal terms and added the City of New Brighton as a member (Third Amended JPA);

WHEREAS, On January 1, 2018, the Parties amended the JPA for another one-year term, with four automatic one-year terms (Fourth Amended JPA);

WHEREAS, Effective July 16, 2018, the Parties amended the JPA to add the City of Mounds View as a member (Fifth Amended JPA);

WHEREAS, On January 1, 2023, the Parties Amended the JPA for another one-year term with four automatic one-year renewal terms (Sixth Amended JPA);

WHEREAS, this Agreement shall constitute the Seventh Amended JPA;

WHEREAS, since the execution of the Seventh Amended JPA, the Cities of Maplewood and White Bear Lake have withdrawn from RCV CET;

WHEREAS, this agreement shall constitute the Eighth Amended JPA.

WHEREAS, the RCV CET was formed for the purpose of enforcing controlled substance laws and investigating and prosecuting gang and violent crimes, especially felonies that have likelihood of being related to the distribution of narcotics and/or other cases that have an impact on all Parties; and

THEREFORE, The Parties agree as follows:

1. General Purpose

The purpose of this Agreement is to formally create and establish the Ramsey County Violent Crime Enforcement Team (hereinafter “RCV CET”) as an organization to coordinate efforts to investigate, apprehend, and prosecute drug offenders, violent offenders, gang members and career criminals and to define the rights and obligations of the Parties with respect to the duties and activities performed by the RCV CET throughout the term of the Agreement. The RCV CET is a separate and distinct public entity to which the Parties have transferred all responsibility and control for actions taken pursuant to this Agreement.

2. Members

The RCV CET is hereby established by the Parties. The RCV CET members are Ramsey County, the City of Maplewood, the City of New Brighton, the City of Roseville, the City of St. Paul the City of White Bear Lake, the City of Mounds View, and the City of Saint Anthony.

3. Good Faith

The Parties and the Agencies shall cooperate and use their best efforts to ensure that the provisions of this Agreement are fulfilled, and to undertake resolution of disputes, if any, in good faith and in an equitable and timely manner.

4. Term of Agreement/Termination

4.1 The initial term of this Agreement shall be for a one-year period, from January 1, 2024, through December 31, 2024 ("Initial Term"), effective upon January 1, 2023 ("Effective Date").

4.2 This Agreement shall automatically renew for additional one-year periods ("Renewal Term") up to a maximum of four Renewal Terms unless all Parties give written notice to the other Parties of their intent not to renew at least sixty (60) days before the end of the Initial Term or the then-current Renewal Term.

4.3 A Party may withdraw from this Agreement at any time with 30-Day written notice to the other Parties. Withdrawal shall not excuse a Party from obligations incurred before the effective date of withdrawal. This Agreement shall automatically terminate when all but one Party has withdrawn.

4.4 Upon expiration, dissolution, or other termination of this Agreement,

4.4.1 any outstanding financial obligations of RCV CET, excluding obligations for payment of claims as set forth in Section 7 of this Agreement, will be paid out of remaining RCV CET Funds and/or the proceeds of the sale of RCV CET-owned property. If such funds or proceeds are inadequate to meet all of such outstanding financial obligations, the shortage will be subject to payment by the individual Parties to this Agreement as follows: 50 percent will be paid by the Ramsey County Sheriff and the remaining 50 percent will be paid by the police departments of the Cities, each in a sum that is a percentage of the total obligation that is equal to the percentage the city's population bears to the population of all of the Cities combined, upon receipt of a notice from the Fiscal Agent (See Section 9.2);

4.4.2 if, after payment of all outstanding financial obligations pursuant to 4.4.1, there remain any RCV CET funds or property owned by the RCV CET, all RCV CET funds, property owned by the RCV CET, or the proceeds of a sale of RCV CET property shall be distributed to the Agencies that are members of the RCV CET at the time of the expiration, dissolution, or termination and who have been members of the RCV CET for a minimum of 12 consecutive months prior to the expiration, dissolution, or termination, using the formula set forth in section 4.4.1 for payment of outstanding financial obligations; and

4.4.3 property of the Agencies or the Parties that had been loaned for use by the RCV CET shall be returned to the loaning Agency or Party,

5. State and Federal Assistance for Narcotics Control

Ramsey County, acting on behalf of RCV CET, the Parties to this Agreement, and/or the Agencies, in relation to this Agreement, shall be the grant applicant for funding from the

Minnesota Office of Justice Programs ("OJP"), Department of Public Safety ("DPS") for multi-jurisdictional narcotics task forces and violent crime teams, and from all other sources for this Agreement. The Parties agree to seek and maintain certification pursuant to the provisions of Minn. Stat. § 299A.642, subd. 4.

6. RCVCET Board

6.1 The governing body of the RCV CET shall be a Board of Directors ("RCVCET Board"), to be made up of the chief law enforcement officer or designee from each of the Agencies; one representative from the RCAO; and up to three additional members selected by the governing body. All Directors shall serve at the pleasure of their appointing authorities. The RCV CET Board shall select an Executive Director on an annual basis, who shall conduct business meetings, document meeting minutes, and maintain frequent communication with members of the RCV CET Board and the Commander.

6.2 Directors shall not be deemed employees of the RCV CET and shall receive no compensation from the RCV CET for serving as directors.

6.3 The RCV CET Board has final administration and policy decision-making authority for the RCV CET, including development of a strategic enforcement plan. Decisions shall be made by a majority of the RCV CET Board.

6.4 The RCV CET Board shall meet quarterly to evaluate the progress of the RCV CET. The RCV CET Board shall maintain financial and other records of RCV CET activities. A special meeting may be called by any Director, or by the RCV CET Commander.

6.5 The RCV CET Board, through the Fiscal Agent, may apply for grants, approve contracts, including agreements for the rental of real property, incur expenses and make expenditures necessary and incidental to the effectuation of the purpose for which the RCV CET is organized as described in Section I of this Agreement and consistent with the powers of the RCV CET Board.

6.6 The RCV CET Board will develop and approve RCV CET priorities, a RCV CET budget, and RCV CET operational policies and procedures.

6.7 The RCV CET Board shall cooperate with other federal, state, and local law enforcement agencies when appropriate and necessary to accomplish the purpose for which the RCV CET is organized.

6.8 The RCV CET Board, through the Fiscal Agent, shall make the RCV CET books, reports, and records open to inspection by the Agencies at all reasonable times.

6.9 The RCV CET Board has sole authority to incur obligations and approve contracts and take final action on behalf of the RCV CET.

6.10 The RCV CET Board may not incur obligations or approve contracts that extend beyond the Initial Term or any Renewal Term of this Agreement or which will require the expenditure of funds in excess of RCV CET Funds available.

6.11 The RCV CET Board shall make a quarterly statistical report and a financial report to the Parties on all activities conducted by the RCV CET.

6.12 The RCV CET Board shall arrange an audit annually of all the RCV CET's financial accounts, the cost of which will be paid out of state funds.

7. Insurance and Indemnification

7.1 The RCV CET shall purchase a policy of municipal liability insurance and may purchase such other insurance as it deems appropriate and necessary, covering the acts and omissions of the RCV CET, its Board of Directors and its employees, and the Parties to this Agreement and their employees, officials, and agents, in an amount not less than the statutorily maximum set forth in Minn. Stat. § 466.04. The cost of the municipal liability insurance policy shall be paid from the RCV CET Funds. The cost of any other insurance shall be paid in a manner to be determined by the RCV CET Board.

7.2 The RCV CET shall defend, indemnify, and hold harmless the Parties, their officers, employees, and volunteers, from and against any and all claims, damages, losses, suits, judgments, costs, and expenses, including attorney's fees, arising out of or related to the acts or omissions of any person acting on behalf of the RCV CET Board in carrying out the terms of this Agreement.

7.3 For liability not covered by insurance, the Parties and the RCV CET agree to share the costs of such liability, including the costs of defense, using the formula described in 4.4 for allocation of payment for outstanding obligations and distribution of assets on termination of this Agreement.

7.4 Nothing herein, including the purchase by the RCV CET of excess liability coverage for federal law claims, shall constitute a waiver of the limits of liability, exceptions, defenses, or immunities under Minnesota State statutes.

7.5 To the fullest extent permitted by law, actions by the Parties to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single governmental unit" for the purposes of liability, as set forth in Minn. Stat. § 471.59, subd. 1a (a), provided further that for purposes of that statute, each Party to this Agreement expressly declines responsibility or liability for the acts or omissions of another Party, its officials, employees, and volunteers.

8. RCV CET Operations

8.1 The RCV CET shall operate in compliance with the Multijurisdictional Task Force Operating Procedures and Guidelines Manual adopted by the Violent Crime Coordinating

Council, as may be amended from time to time, which incorporated herein and made part of this Agreement by reference.

8.2. Ramsey County Shall serve as the Coordinating Agency. Daily operation and responsibility for carrying out the purpose of the RCV CET shall be under the direction of the RCV CET Commander, selected by the RCV CET Board.

8.3. The RCV CET Commander will plan and coordinate case activities and direct investigative activities based on intelligence provided by the Agencies, with priorities as determined by the RCV CET Board.

8.4 The RCV CET Board shall operate in compliance with all reporting requirements of a grant recipient.

9. Finances

9.1 RCV CET operations will be financed from grant funding, subject to grant terms and conditions and grant program guidelines, incorporated herein by reference; and may be additionally funded by supplemental funding from participating Agencies and/or from RCV CET drug forfeiture funds ("RCV CET Funds").

9.2 Ramsey County shall serve as the Fiscal Agent for the RCV CET. Ramsey County shall not receive compensation from RCV CET Funds for its services.

9.3 Ramsey County, as Fiscal Agent, is authorized to receive all RCV CET Funds for deposit and make disbursements therefrom in accordance with generally accepted accounting practices and procedures, the current Office of Justice Program's Grant Manual, Governmental Accounting Standards, the Ramsey County Finance Office Policies and Procedures for Fiscal Agents, and federal and state requirements. In conjunction therewith, the Ramsey County Sheriff's Office Accounting Division shall maintain current and accurate records of all obligations and expenditures of RCV CET Funds during the Initial Term and any Renewals and for six years after the termination of this Agreement in accordance with state law.

9.3.1 All RCV CET Funds handled by the Fiscal Agency shall be deposited into a separate RCV CET account at the County's depository bank.

9.3.2 Interest accrued on the RCV CET Funds shall be deposited in the RCV CET Funds account.

9.4 RCV CET Funds may be expended only as directed by the RCV CET Board and in accordance with this Agreement. In no event shall there be an expenditure of RCV CET Funds except per the approved RCV CET budget.

9.5 As Fiscal Agent, the Ramsey County Sheriff's Office shall be responsible for daily monitoring and maintenance of RCV CET financial matters and shall make and submit to the RCV CET Board a quarterly report of the budget status of the RCV CET Funds.

9.6 Any issues raised by a Member regarding the activities of the Fiscal Agent shall first be brought to the attention of the RCV CET Commander. If the matter is not resolved to the satisfaction of the Member, the Commander shall present the issue to the RCV CET Board for resolution. Any issues raised by the Fiscal Agent shall first be brought to the attention of the RCV CET Commander. If the matter is not resolved to the satisfaction of the Fiscal Agent, the Commander shall present the issue to the RCV CET Board for resolution.

9.7 As Fiscal Agent, Ramsey County is not responsible for providing services outside of the scope of services described in this Agreement. The County is not liable for management decisions made by the RCV CET. The County is not responsible for cash shortfalls due to funding shortfalls of the RCV CET.

10. Vehicles

The Parties may use a Ramsey County vehicle for RCV CET activities. If a County-owned vehicle is needed by a Party, that Party must execute a Vehicle Lease Agreement ("VLA") with Ramsey County prior to the use of the vehicle.

11. RCV CET Personnel

11.1 The Agencies shall assign licensed peace officers and/or civilian personnel to the RCV CET as needed to carry out its purpose and to perform their responsibilities under this Agreement.

11.2 All personnel assigned to the RCV CET ("RCV CET Personnel") shall remain employees of the Party whose Agency assigned the personnel and shall not be considered temporary or permanent employees of any of the other Parties or Agencies or the RCV CET for any purpose whatsoever or be entitled to tenure rights or any rights or benefits by way of workers' compensation, re-employment insurance, medical and hospital care, sick and vacation leave, severance pay, PERA or any other right or benefit of another of the Parties. The Parties acknowledge their individual responsibility to provide all salary compensation and fringe benefits to their employees while performing services on behalf of the RCV CET. Benefits may include, but are not limited to, health care, disability insurance, life insurance, re-employment insurance, FICA, Medicare, PERA, vacation, sick leave, and unpaid leave of absence.

11.3 All RCV CET Personnel shall be required to comply with the Violent Crime Coordinating Council's Multijurisdictional Task Force Operating Procedures and Guidelines Manual and more restrictive rules of conduct and operating procedures prescribed by the RCV CET Commander, which shall be developed in consultation with the heads of the Agencies and in recognition of the rules of their respective Agencies and adopted by the RCV CET Board. The RCV CET Commander, or designee, shall refer disciplinary matters involving RCV CET Personnel to the person's originating Agency for investigation and disposition unless, based on the judgment of the RCV CET Commander, or designee, a particular matter represents probable cause for the issuance of a criminal complaint, in which case the matter shall be referred directly to an external law

enforcement agency for investigation, provided the person's Agency head is notified in advance thereof.

11.4 As assigned by the RCV CET Commander, RCV CET Personnel will be responsible for drug, gang, and violent crime investigation, including information management, case development, and presenting cases for charging to the appropriate prosecuting authority. RCV CET Personnel may also assist other law enforcement agencies in surveillance and undercover operations. RCV CET Personnel will work cooperatively with assisting agencies. RCV CET Personnel who are peace officers and who take action in another jurisdiction are authorized to exercise the powers of a peace officer in the other jurisdiction for purposes of the RCV CET activities.

12. Advisor

The Ramsey County Attorney shall designate an Assistant Ramsey County Attorney to provide civil legal advice to the RCV CET Board as, and if, required.

13. Location

RCV CET activities shall take place out of a central location to be agreed upon by the Agencies.

14. Forfeiture, Seizures, and Fines

Proceeds received by the Agencies pursuant to Minnesota statutes on forfeitures from RCV CET case forfeitures shall be turned over to the Fiscal Agent to be used to support the efforts of the RCV CET according to the RCV CET Grant requirements. The use and disbursement of these proceeds must be approved by the RCV CET Board.

15. New Members

A governmental unit may become an additional member of the RCV CET upon approval by the RCV CET Board. Any governmental unit that applies to become a member must agree to assign at least one officer to the RCV CET. A governmental unit that becomes a new member shall be included in the term "Parties" as used in this JPA, its law enforcement agency shall be included in the term "Agencies" as used in this JPA, and the member and its agency shall be subject to all provisions of this JPA. Such governmental unit will become a member effective upon filing with the Fiscal Agent a certified resolution of the governmental unit's governing body, approving, and authorizing execution of this Agreement and an executed counterpart copy of this Agreement. Upon receipt of such resolution and executed copy, the Fiscal Agent will prepare a conformed copy showing execution by existing Parties and the new member and forward a copy to all Parties.

16. Counterparts

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same document. All executed counterparts of this Agreement shall be forwarded to the Fiscal Agent. Upon receipt of executed counterparts from all parties, the Fiscal Agent will prepare one conformed copy of this Agreement and provide a copy to each Party.

17. The Parties to this Agreement are subject to the provisions of Minn. Stat. § 299A.642.

18. This Agreement shall amend the JPA signed on February 7, 2005, as amended on January 31, 2007, June 1, 2010, January 1, 2013, January 1, 2018, July 16, 2018, December 13, 2022, and April 22, 2025.

IN WITNESS THEREOF, the undersigned Parties, by action of their governing bodies, have caused this Agreement to be executed in accordance with the authority of Minnesota Statutes § 471.59.

Wherefore, the parties have executed this Agreement the last date set forth below.

COUNTY OF RAMSEY

By: _____
Rafael Ortega, Board Chair
Board of Commissioners

Date: _____

By: _____
Jason Yang, Chief Clerk
Board of Commissioners

Date: _____

Approval recommended:

Bob Fletcher, Ramsey County Sheriff

Approved as to form:

Marcelo Neblett
Assistant Ramsey County Attorney

CITY OF NEW BRIGHTON

By: _____
Kari Niedfeldt-Thomas, Mayor

Date: _____

By: _____

Date: _____

Approval recommended:

Tony Paetznick, Director
New Brighton Police Department

Approved as to form:

City Attorney

Financial Services Director

CITY OF ROSEVILLE

By: _____
Dan Roe, Mayor

Date: _____

By: _____
Patrick J. Trudgeon, City Manager

Date: _____

Approval recommended:

Erika Scheider, Police Chief
Roseville Police Department

CITY OF SAINT PAUL

By: _____
Melvin Carter, Mayor

Date: _____

Approval recommended:

Axel Henry, Chief of Police
Saint Paul Police Department

Approved as to form:

Anthony Edwards
Saint Paul Assistant City Attorney

John McCarthy
Financial Services Director

CITY OF MOUNDS VIEW

By: _____
Zach Lindstrom, Mayor

Date: _____

By: _____
Nyle Likmund, City Administrator

Date: _____

Approval recommended:

Ben Zender, Police Chief
Mounds View Police Department

Approved as to form:

City Attorney

Financial Services Director

CITY OF SAINT ANTHONY

By: _____
Wendy Webster, Mayor

Date: _____

By: _____
Charlie Yunker, City Manager

Date: _____

Approval recommended:

Jeff Spiess, Police Chief
St. Anthony Police Department

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5/4/2026
Item No.: 12.j.

Department Approval



City Manager Approval



Item Description: Approve Resolution Awarding Contract for the Hamline Avenue Rehabilitation Project (26-01)

1
2 **Background**

3 The Hamline Avenue Rehabilitation Project consists of pavement rehabilitation and multi-
4 use trail construction along Hamline Avenue (CSAH 52) between County Road C and
5 Snelling Avenue. The project includes full depth reclamation, bituminous resurfacing,
6 construction of a multi-use trail, storm sewer improvements, pedestrian curb ramps, the
7 upsizing of watermain, installation of a water meter pit serving Arden Hills, and associated
8 utility adjustments.

9
10 This project is a cooperative effort between the City of Roseville, the City of Arden Hills,
11 and Ramsey County. The project was designed to meet State Aid standards and is eligible
12 for State Aid funds.

13
14 In accordance with the cooperative agreement (PW2026-09), Roseville serves as the lead
15 agency responsible for preparation of plans and specifications, bidding, and construction
16 administration. Bids were solicited and received in accordance with state law, State Aid
17 requirements and City procedures.

18
19 Three qualified bids were received for the project. Upon review of the bids, Forest Lake
20 Contracting is the lowest responsible bidder. The table below summarizes bids received:
21

Contractor	Bid Total
Forest Lake Contracting	\$4,566,883.50
Park Construction	\$4,994,943.25
Bituminous Roadways	\$6,742,806.50
Engineer's Estimate	\$3,712,377.50

22
23
24 Consistent with the cooperative agreement, prior to notice of award, Roseville will request
25 and obtain Ramsey County and Arden Hills' approval to award the contract to the lowest
26 responsible bidder. On April 30, 2026, both Ramsey County and Arden Hills approved of
27 the bids and requested the project move forward.
28

29 **Policy Objectives**

30 It is City policy to keep City-owned infrastructure in good operating condition. People and
31 businesses prosper by using a reliable, affordable, and efficient multi-modal transportation
32 system that connects them to destinations throughout the region and beyond.

33
34 **Equity Impact Summary**

35 The project improves accessibility and mobility for all users by incorporating ADA-compliant
36 pedestrian facilities and a multi-use trail connection along a key north-south corridor. The
37 improvements are expected to benefit the broader community with no identified
38 disproportionate negative impacts to historically disadvantaged populations.

39
40 **Budget Implications**

41 Staff received three bids for this project, opened and tabulated according to law on April 29,
42 2026. The low bid was submitted by Forest Lake Contracting, in the amount of
43 \$4,566,883.50. The bidding was competitive with a relatively close distribution amongst two
44 of the three bidders. The base bid was 23% higher than the estimate of
45 \$3,712,377.50. Staff has reviewed the bids with Ramsey County and Arden Hills staff. It is
46 assumed that the higher bids may be related to higher transportation costs due to inflated
47 gas prices - staff will continue to monitor future bids accordingly. Staff recommends award
48 to the low bidder, Forest Lake Contracting, and has been confirmed with Ramsey County
49 and Arden Hills based on the cooperative agreement.

50
51 This project is proposed to be paid for using the following funds:

Fund	Estimated Cost	Low Bid Cost	Variation from Estimate
Municipal State Aid	\$433,244.22	\$545,707.80	+\$112,463.58
Storm Sewer Utility Fund	\$211,480.58	\$240,705.00	+\$29,224.42
Water Utility Fund	\$103,432.95	\$142,144.00	+38,711.05
Ramsey County	\$1,780,232.57	\$2,210,391.20	+\$430,158.63
Arden Hills	\$1,175,657.87	\$1,417,772.50	+\$242,114.63
MnDOT	\$8,329.31	\$10,163.00	+\$1,833.69
Totals	\$3,712,377.50	\$4,566,883.50	+23%

52
53
54
55 In addition to construction costs:

- 56 • Ramsey County will pay Roseville a design engineering fee equal to 6% of the
57 County's share.
- 58 • Ramsey County will pay a construction engineering fee equal to 12% of its share.
- 59 • Arden Hills will pay design and construction engineering fees equal to 12% of its
60 applicable project share.

61
62 Roseville will administer contractor payments and invoice partner agencies in accordance
63 with the agreement. Ramsey County and Arden Hills have reviewed the bids and have
64 approved the awarding of the contract to Forest Lake Contracting.

65

66 **Staff Recommendations**

67 Staff recommends approval of a resolution awarding the contract for the Hamline Avenue
68 Rehabilitation Project to Forest Lake Contracting in the amount of \$4,566,883.50.

69

70 **Requested Council Action**

71 Approve a resolution awarding the contract for the Hamline Avenue Rehabilitation Project
72 to Forest Lake Contracting in the amount of \$4,566,883.50.

73

74

Prepared by: Erik Henriksen, Assistant City Engineer

Attachments: 1. Resolution
2. Bid Tabulation

75

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

* * * * *

1 Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of
2 Roseville, County of Ramsey, Minnesota, was duly held on the 4th day of May, 2026, at
3 6:00 p.m.

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

5 Member introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION AWARDING CONTRACT
FOR HAMLINE AVENUE REHABILITATION PROJECT (26-01)**

9 WHEREAS, pursuant to advertisement for bids for the improvement, according to the plans
10 and specifications thereof on file in the office of the Manager of said City, said bids were
11 received on Wednesday, April 29, 2026, at 2:00 p.m., opened and tabulated according to law
12 and the following bids were received complying with the advertisement:

Contractor	Bid Total
Forest Lake Contracting	\$4,566,883.50
Park Construction	\$4,994,943.25
Bituminous Roadways	\$6,742,806.50
Engineer's Estimate	\$3,712,377.50

13 WHEREAS, it appears that Forest Lake Contracting., is the lowest responsible bidder at the
14 tabulated price of \$4,566,883.50; and

15 WHEREAS, Ramsey County and Arden Hills have reviewed the bids and have approved the
16 awarding of the contract to Forest Lake Contracting in accordance with Cooperative Agreement
17 PW2026-09.

18 NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville,
19 Minnesota:

- 20 1. The Mayor and City Manager are hereby authorized and directed to enter into a contract
21 with Forest Lake Contracting. for \$4,566,883.50 in the name of the City of Roseville
22 for the above improvements according to the plans and specifications thereof heretofore
23 approved by the City Council and on file in the office of the City Manager.
- 24 2. The City Manager is hereby authorized and directed to return forthwith to all bidders
25 the deposits made with their bids, except the deposits of the successful bidder and the
26 next lowest bidder shall be retained until contracts have been signed.

27 BE IT FURTHER RESOLVED by the City Council of the City of Roseville, Minnesota:

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

31 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 4th day of May, 2026, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 4th day of May, 2026.

Patrick Trudgeon, City Manager

(SEAL)

**Bid Tabulation and Comparison
Hamline Avenue Rehabilitation Project**

Item #	Description	Estimated Quantity	Units	Apparent Low Bid				Apparent 2nd Low		Apparent 3rd Low		Average Unit Price	Average Total Price
				Engineer's Estimate		Forest Lake Contracting		Park Construction		Bituminous Roadways			
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price		
1	MOBILIZATION	1	LS	\$185,000.00	\$185,000.00	\$400,000.00	\$400,000.00	\$619,300.00	\$619,300.00	\$390,000.00	\$390,000.00	\$469,766.67	\$469,766.67
2	CLEARING	2	EACH	\$2,500.00	\$5,000.00	\$800.00	\$1,600.00	\$785.00	\$1,570.00	\$830.00	\$1,660.00	\$805.00	\$1,610.00
3	GRUBBING	2	EACH	\$650.00	\$1,300.00	\$800.00	\$1,600.00	\$105.00	\$210.00	\$420.00	\$840.00	\$441.67	\$883.33
4	REMOVE WOOD POST	6	EACH	\$150.00	\$900.00	\$500.00	\$3,000.00	\$813.00	\$4,878.00	\$160.00	\$960.00	\$491.00	\$2,946.00
5	REMOVE MANHOLE OR CATCH BASIN	19	EACH	\$500.00	\$9,500.00	\$800.00	\$15,200.00	\$634.00	\$12,046.00	\$2,850.00	\$54,150.00	\$1,428.00	\$27,132.00
6	REMOVE CASTING	38	EACH	\$250.00	\$9,500.00	\$150.00	\$5,700.00	\$263.00	\$9,984.00	\$200.00	\$7,600.00	\$204.33	\$7,764.67
7	REMOVE GATE VALVE	10	EACH	\$350.00	\$3,500.00	\$200.00	\$2,000.00	\$505.00	\$5,050.00	\$450.00	\$4,500.00	\$385.00	\$3,850.00
8	REMOVE HYDRANT	1	EACH	\$1,200.00	\$1,200.00	\$900.00	\$900.00	\$505.00	\$505.00	\$600.00	\$600.00	\$668.33	\$668.33
9	REMOVE PED PUSH BUTTON STA FNDN	2	EACH	\$500.00	\$1,000.00	\$300.00	\$600.00	\$1,370.00	\$2,740.00	\$500.00	\$1,000.00	\$723.33	\$1,446.67
10	REMOVE SIGN	76	EACH	\$150.00	\$11,400.00	\$40.00	\$3,040.00	\$41.90	\$3,184.40	\$40.00	\$3,040.00	\$46.63	\$3,088.13
11	REMOVE HANDHOLE	5	EACH	\$350.00	\$1,750.00	\$500.00	\$2,500.00	\$837.00	\$4,185.00	\$1,000.00	\$5,000.00	\$779.00	\$3,895.00
12	SALVAGE CASTING	17	EACH	\$250.00	\$4,250.00	\$150.00	\$2,550.00	\$263.00	\$4,471.00	\$250.00	\$4,250.00	\$221.00	\$3,757.00
13	SALVAGE VALVE BOX	5	EACH	\$300.00	\$1,500.00	\$225.00	\$1,125.00	\$263.00	\$1,315.00	\$650.00	\$3,250.00	\$379.33	\$1,896.67
14	SALVAGE SIGN	2	EACH	\$150.00	\$300.00	\$40.00	\$80.00	\$41.90	\$83.80	\$40.00	\$80.00	\$40.63	\$81.27
15	SAWING CONCRETE PAVEMENT (FULL DEPTH)	280	LF	\$6.00	\$1,680.00	\$6.00	\$1,680.00	\$6.30	\$1,638.00	\$4.00	\$1,040.00	\$5.43	\$1,412.67
16	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	1700	LF	\$2.50	\$4,250.00	\$2.00	\$3,400.00	\$3.15	\$5,355.00	\$2.00	\$3,400.00	\$2.38	\$4,051.67
17	REMOVE WATER MAIN	300	LF	\$12.00	\$3,600.00	\$18.00	\$5,400.00	\$27.40	\$8,220.00	\$85.00	\$25,500.00	\$43.47	\$13,040.00
18	REMOVE SEWER PIPE (STORM)	443	LF	\$24.00	\$10,632.00	\$15.00	\$6,645.00	\$16.40	\$7,265.20	\$170.00	\$75,310.00	\$67.13	\$29,740.07
19	REMOVE BITUMINOUS CURB	4150	LF	\$5.00	\$20,750.00	\$2.00	\$8,300.00	\$3.30	\$13,695.00	\$5.00	\$20,750.00	\$3.43	\$14,248.33
20	REMOVE CONCRETE PAVEMENT	310	S Y	\$16.00	\$4,960.00	\$12.00	\$3,720.00	\$19.20	\$5,952.00	\$30.00	\$9,300.00	\$20.40	\$6,324.00
21	REMOVE CONCRETE SIDEWALK	6180	S F	\$3.00	\$18,540.00	\$1.00	\$6,180.00	\$1.30	\$8,034.00	\$3.00	\$18,540.00	\$1.77	\$10,918.00
22	REMOVE CONCRETE CURB AND GUTTER	1260	LF	\$13.00	\$16,380.00	\$5.00	\$6,300.00	\$22.00	\$27,720.00	\$7.00	\$8,820.00	\$11.33	\$14,280.00
23	ABANDON WATER MAIN	1500	LF	\$10.00	\$15,000.00	\$22.00	\$33,000.00	\$20.20	\$30,300.00	\$60.00	\$90,000.00	\$34.07	\$51,100.00
24	REMOVE BITUMINOUS PAVEMENT	1600	S Y	\$10.00	\$16,000.00	\$7.00	\$11,200.00	\$14.20	\$22,720.00	\$20.00	\$32,000.00	\$13.73	\$21,973.33
25	REMOVE EXCESS RECLAMATION MATERIAL (P)	5300	C Y	\$10.00	\$53,000.00	\$21.00	\$111,300.00	\$77.40	\$410,220.00	\$40.00	\$212,000.00	\$46.13	\$244,506.67
26	SELECT GRANULAR EMBANKMENT (CV)	100	C Y	\$35.00	\$3,500.00	\$42.00	\$4,200.00	\$60.10	\$6,010.00	\$80.00	\$8,000.00	\$60.70	\$6,070.00
27	EXCAVATION - COMMON	740	C Y	\$40.00	\$29,600.00	\$80.00	\$59,200.00	\$73.60	\$54,464.00	\$50.00	\$37,000.00	\$67.87	\$50,221.33
28	EXCAVATION - SUBGRADE	100	C Y	\$45.00	\$4,500.00	\$48.00	\$4,800.00	\$35.60	\$3,560.00	\$55.00	\$5,500.00	\$46.20	\$4,620.00
29	GEOTEXTILE FABRIC TYPE 1	100	S Y	\$3.00	\$300.00	\$4.00	\$400.00	\$28.90	\$2,890.00	\$8.00	\$800.00	\$13.63	\$1,363.33
30	STREET SWEEPER (WITH PICKUP BROOM)	65	HR	\$160.00	\$10,400.00	\$220.00	\$14,300.00	\$209.00	\$13,585.00	\$190.00	\$12,350.00	\$206.33	\$13,411.67
31	WATER	30	MGAL	\$50.00	\$1,500.00	\$45.00	\$1,350.00	\$62.10	\$1,863.00	\$60.00	\$1,800.00	\$55.70	\$1,671.00
32	AGGREGATE BASE (CV) CLASS 5	1250	C Y	\$6.00	\$7,500.00	\$7.00	\$8,750.00	\$0.01	\$12.50	\$60.00	\$75,000.00	\$45.00	\$56,254.17
33	FULL DEPTH RECLAMATION	32250	S Y	\$4.00	\$129,000.00	\$4.50	\$145,125.00	\$8.40	\$270,900.00	\$3.25	\$104,812.50	\$5.38	\$173,612.50
34	BITUMINOUS PATCHING MIXTURE	1500	S Y	\$35.00	\$52,500.00	\$28.00	\$42,000.00	\$54.20	\$81,300.00	\$27.00	\$40,500.00	\$36.40	\$54,600.00
35	EDGE MILL BITUMINOUS SURFACE	200	S Y	\$5.00	\$1,000.00	\$10.50	\$2,100.00	\$7.05	\$1,410.00	\$10.00	\$2,000.00	\$9.18	\$1,836.67
36	MILL BITUMINOUS SURFACE (1.5")	650	S Y	\$7.50	\$4,875.00	\$3.75	\$2,437.50	\$9.05	\$5,882.50	\$4.00	\$2,600.00	\$5.60	\$3,640.00
37	BITUMINOUS MATERIAL FOR TACK COAT	2600	GAL	\$1.00	\$2,600.00	\$0.01	\$26.00	\$3.30	\$8,580.00	\$0.01	\$26.00	\$1.11	\$2,877.33
38	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	1020	TON	\$87.00	\$88,740.00	\$89.00	\$90,780.00	\$99.50	\$101,490.00	\$88.00	\$89,760.00	\$92.17	\$94,010.00
39	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	3120	TON	\$82.00	\$255,840.00	\$95.50	\$297,960.00	\$124.00	\$386,880.00	\$94.00	\$293,280.00	\$104.50	\$326,040.00
40	TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)	4560	TON	\$75.00	\$342,000.00	\$94.00	\$426,640.00	\$95.80	\$436,848.00	\$89.00	\$405,840.00	\$92.93	\$423,776.00
41	GRANULAR BEDDING (LV)	1000	C Y	\$25.00	\$25,000.00	\$28.00	\$28,000.00	\$31.40	\$31,400.00	\$45.00	\$45,000.00	\$34.80	\$34,800.00
42	COARSE AGGREGATE BEDDING (LV)	100	C Y	\$80.00	\$8,000.00	\$82.00	\$8,200.00	\$59.00	\$5,900.00	\$60.00	\$6,000.00	\$67.00	\$6,700.00
43	12" RC PIPE SEWER CLASS V	2214	LF	\$65.00	\$143,910.00	\$72.00	\$159,408.00	\$59.70	\$132,175.80	\$150.00	\$332,100.00	\$93.90	\$207,894.60
44	15" RC PIPE SEWER CLASS V	76	LF	\$75.00	\$5,700.00	\$95.00	\$7,220.00	\$65.40	\$4,970.40	\$150.00	\$11,400.00	\$103.47	\$7,863.47
45	18" RC PIPE SEWER CLASS V	45	LF	\$80.00	\$3,600.00	\$100.00	\$4,500.00	\$69.60	\$3,132.00	\$150.00	\$6,750.00	\$106.53	\$4,794.00
46	SANITARY SEWER SERVICE SPECIAL	5	EACH	\$1,500.00	\$7,500.00	\$2,400.00	\$12,000.00	\$1,140.00	\$5,700.00	\$1,500.00	\$7,500.00	\$1,680.00	\$8,400.00
47	INSPECTION HOLE	6	EACH	\$2,000.00	\$12,000.00	\$1,750.00	\$10,500.00	\$2,020.00	\$12,120.00	\$900.00	\$5,400.00	\$1,556.67	\$9,340.00
48	TEMPORARY WATER SERVICE	1	LS	\$22,000.00	\$22,000.00	\$55,000.00	\$55,000.00	\$18,500.00	\$18,500.00	\$250,000.00	\$250,000.00	\$107,833.33	\$107,833.33
49	CONNECT TO EXISTING WATER MAIN	6	EACH	\$1,700.00	\$10,200.00	\$1,600.00	\$9,600.00	\$1,880.00	\$11,280.00	\$12,500.00	\$75,000.00	\$5,326.67	\$31,960.00
50	HYDRANT	1	EACH	\$8,500.00	\$8,500.00	\$11,000.00	\$11,000.00	\$8,920.00	\$8,920.00	\$13,500.00	\$13,500.00	\$11,140.00	\$11,140.00
51	VALVE BOX	5	EACH	\$350.00	\$1,750.00	\$800.00	\$4,000.00	\$2,370.00	\$11,850.00	\$1,100.00	\$5,500.00	\$1,423.33	\$7,116.67
52	ADJUST GATE VALVE AND BOX	10	EACH	\$400.00	\$4,000.00	\$500.00	\$5,000.00	\$621.00	\$6,210.00	\$1,000.00	\$10,000.00	\$707.00	\$7,070.00
53	0.75" CORPORATION STOP	7	EACH	\$600.00	\$4,200.00	\$550.00	\$3,850.00	\$588.00	\$4,116.00	\$2,200.00	\$15,400.00	\$1,112.67	\$7,788.67
54	1" CORPORATION STOP	8	EACH	\$700.00	\$5,600.00	\$600.00	\$4,800.00	\$648.00	\$5,184.00	\$2,200.00	\$17,600.00	\$1,149.33	\$9,194.67
55	16" BUTTERFLY VALVE AND BOX	4	EACH	\$10,000.00	\$40,000.00	\$9,000.00	\$36,000.00	\$9,310.00	\$37,240.00	\$15,000.00	\$60,000.00	\$11,103.33	\$44,413.33
56	BUTTERFLY VALVE MANHOLE	16	LF	\$800.00	\$12,800.00	\$1,100.00	\$17,600.00	\$1,040.00	\$16,640.00	\$2,500.00	\$40,000.00	\$1,546.67	\$24,746.67
57	6" GATE VALVE AND BOX	4	EACH	\$2,400.00	\$9,600.00	\$4,500.00	\$18,000.00	\$2,980.00	\$11,920.00	\$4,500.00	\$18,000.00	\$3,993.33	\$15,973.33
58	8" GATE VALVE AND BOX	1	EACH	\$3,200.00	\$3,200.00	\$4,000.00	\$4,000.00	\$4,180.00	\$4,180.00	\$6,500.00	\$6,500.00	\$4,893.33	\$4,893.33
59	12" GATE VALVE AND BOX	1	EACH	\$5,800.00	\$5,800.00	\$7,000.00	\$7,000.00	\$7,500.00	\$7,500.00	\$11,000.00	\$11,000.00	\$8,500.00	\$8,500.00
60	3/4" TYPE K COPPER PIPE	100	LF	\$70.00	\$7,000.00	\$150.00	\$15,000.00	\$46.80	\$4,680.00	\$35.00	\$3,500.00	\$77.27	\$7,726.67
61	1" TYPE K COPPER PIPE	70	LF	\$80.00	\$5,600.00	\$250.00	\$17,500.00	\$54.80	\$3,836.00	\$50.00	\$3,500.00	\$118.27	\$8,278.67
62	6" WATERMAIN DUCTILE IRON CL 52	210	LF	\$80.00	\$16,800.00	\$165.00	\$34,650.00	\$72.80	\$15,288.00	\$140.00	\$29,400.00	\$125.93	\$26,446.00
63	8" WATERMAIN DUCTILE IRON CL 52	30	LF	\$100.00	\$3,000.00	\$225.00	\$6,750.00	\$101.00	\$3,030.00	\$160.00	\$4,800.00	\$162.00	\$4,860.00
64	12" WATERMAIN DUCTILE IRON CL 52	20	LF	\$170.00	\$3,400.00	\$250.00	\$5,000.00	\$126.00	\$2,520.00	\$220.00	\$4,400.00	\$198.67	\$3,973.33
65	16" WATERMAIN DUCTILE IRON CL 52	1610	LF	\$250.00	\$402,500.00	\$180.00	\$289,800.00	\$163.00	\$262,430.00	\$270.00	\$434,700.00	\$204.33	\$328,976.67
66	4" POLYSTYRENE INSULATION	100	S Y	\$60.00	\$6,000.00	\$55.00	\$5,500.00	\$52.70	\$5,270.00	\$65.00	\$6,500.00	\$57.57	\$5,756.67
67	WATERMAIN FITTINGS	2800	LB	\$18.00	\$50,400.00	\$14.00	\$39,200.00	\$15.40	\$43,120.00	\$25.00	\$70,000.00	\$18.13	\$50,773.33
68	ADJUST VALVE BOX-GAS	4	EACH	\$400.00	\$1,600.00	\$700.00	\$2,800.00	\$622.00	\$2,488.00	\$1,000.00	\$4,000.00	\$774.00	\$3,096.00
69	CONSTRUCT DRAINAGE STRUCTURE DESIGN G	12	LF	\$700.00	\$8,400.00	\$650.00	\$6,60						

91	CONCRETE CURB DESIGN V10	40	LF	\$50.00	\$2,000.00	\$80.00	\$3,200.00	\$119.00	\$4,760.00	\$120.00	\$4,800.00	\$106.33	\$4,253.33
92	6" CONCRETE DRIVEWAY PAVEMENT	240	SY	\$80.00	\$19,200.00	\$128.00	\$30,720.00	\$76.00	\$18,240.00	\$78.00	\$18,720.00	\$94.00	\$22,560.00
93	8" CONCRETE DRIVEWAY PAVEMENT	320	SY	\$95.00	\$30,400.00	\$155.00	\$49,600.00	\$102.00	\$32,640.00	\$103.00	\$32,960.00	\$120.00	\$38,400.00
94	CONCRETE CURB AND GUTTER (ADA)	640	LF	\$35.00	\$22,400.00	\$41.00	\$26,240.00	\$27.70	\$17,728.00	\$28.00	\$17,920.00	\$32.23	\$20,629.33
95	UPCHARGE FOR HIGH EARLY CONCRETE 6" DRIVEWAY PAVEMENT	50	SY	\$20.00	\$1,000.00	\$9.00	\$450.00	\$2.20	\$110.00	\$2.25	\$112.50	\$4.48	\$224.17
96	UPCHARGE FOR HIGH EARLY CONCRETE 8" DRIVEWAY PAVEMENT	50	SY	\$25.00	\$1,250.00	\$13.50	\$675.00	\$3.05	\$152.50	\$3.25	\$162.50	\$6.60	\$330.00
97	TRUNCATED RADIUS DOMES	600	SF	\$55.00	\$33,000.00	\$75.00	\$45,000.00	\$52.30	\$31,380.00	\$50.00	\$30,000.00	\$59.10	\$35,460.00
98	TRUNCATED DOMES	182	SF	\$55.00	\$10,010.00	\$70.00	\$12,740.00	\$52.30	\$9,516.60	\$50.00	\$9,100.00	\$57.43	\$10,452.87
99	INSTALL TEMPORARY MAILBOXES	61	EACH	\$150.00	\$9,150.00	\$100.00	\$6,100.00	\$105.00	\$6,405.00	\$100.00	\$6,100.00	\$101.67	\$6,201.67
100	MAILBOX SUPPORT	19	EACH	\$220.00	\$4,180.00	\$200.00	\$3,800.00	\$209.00	\$3,971.00	\$200.00	\$3,800.00	\$203.00	\$3,857.00
101	RELOCATE MAILBOX SUPPORT	42	EACH	\$130.00	\$5,460.00	\$150.00	\$6,300.00	\$157.00	\$6,594.00	\$150.00	\$6,300.00	\$152.33	\$6,398.00
102	TRAFFIC CONTROL	1	LS	\$75,000.00	\$75,000.00	\$25,000.00	\$25,000.00	\$16,600.00	\$16,600.00	\$55,000.00	\$55,000.00	\$32,200.00	\$32,200.00
103	INSTALL SIGN	2	EACH	\$200.00	\$400.00	\$250.00	\$500.00	\$262.00	\$524.00	\$250.00	\$500.00	\$254.00	\$508.00
104	SIGN	338	SF	\$60.00	\$20,280.00	\$62.00	\$20,956.00	\$64.90	\$21,936.20	\$62.00	\$20,956.00	\$62.97	\$21,282.73
105	APS PUSH BUTTON STATION	4	EACH	\$3,000.00	\$12,000.00	\$2,000.00	\$8,000.00	\$2,510.00	\$10,040.00	\$3,500.00	\$14,000.00	\$2,670.00	\$10,680.00
106	RELOCATE PUSH BUTTON	4	EACH	\$800.00	\$3,200.00	\$500.00	\$2,000.00	\$994.00	\$3,976.00	\$1,500.00	\$6,000.00	\$998.00	\$3,992.00
107	TEMPORARY FENCE	100	LF	\$6.00	\$600.00	\$4.00	\$400.00	\$42.80	\$4,280.00	\$35.00	\$3,500.00	\$27.27	\$2,726.67
108	EROSION CONTROL SUPERVISOR	1	LS	\$10,000.00	\$10,000.00	\$1,000.00	\$1,000.00	\$2,940.00	\$2,940.00	\$5,000.00	\$5,000.00	\$2,980.00	\$2,980.00
109	STABILIZED CONSTRUCTION EXIT	1	LS	\$7,000.00	\$7,000.00	\$2,000.00	\$2,000.00	\$8,390.00	\$8,390.00	\$1,000.00	\$1,000.00	\$3,796.67	\$3,796.67
110	SILT FENCE, TYPE HI	500	LF	\$3.50	\$1,750.00	\$9.00	\$4,500.00	\$8.80	\$4,400.00	\$5.00	\$2,500.00	\$7.60	\$3,800.00
111	SEDIMENT CONTROL LOG TYPE COMPOST	500	LF	\$5.00	\$2,500.00	\$10.00	\$5,000.00	\$10.40	\$5,200.00	\$5.00	\$2,500.00	\$8.47	\$4,233.33
112	INLET PROTECTION TYPE A	3	EACH	\$150.00	\$450.00	\$200.00	\$600.00	\$785.00	\$2,355.00	\$200.00	\$600.00	\$395.00	\$1,185.00
113	INLET PROTECTION TYPE B	90	EACH	\$150.00	\$13,500.00	\$225.00	\$20,250.00	\$343.00	\$30,870.00	\$200.00	\$18,000.00	\$256.00	\$23,040.00
114	TURF ESTABLISHMENT WITH HYDROSEED	14000	SY	\$9.00	\$126,000.00	\$11.00	\$154,000.00	\$4.40	\$61,600.00	\$12.50	\$175,000.00	\$9.30	\$130,200.00
115	TEMPORARY STABILIZATION	4000	SY	\$4.00	\$16,000.00	\$2.00	\$8,000.00	\$4.40	\$17,600.00	\$5.00	\$20,000.00	\$3.80	\$15,200.00
116	4" SOLID LINE MULTI-COMPONENT GROUND IN	11350	LF	\$1.25	\$14,187.50	\$0.80	\$9,080.00	\$0.85	\$9,647.50	\$0.80	\$9,080.00	\$0.82	\$9,269.17
117	24" SOLID LINE MULTI-COMPONENT GROUND IN	30	LF	\$6.00	\$180.00	\$18.00	\$540.00	\$19.10	\$573.00	\$18.00	\$540.00	\$18.37	\$551.00
118	4" BROKEN LINE MULTI-COMPONENT GROUND IN	3940	LF	\$1.25	\$4,925.00	\$0.80	\$3,152.00	\$0.85	\$3,349.00	\$0.80	\$3,152.00	\$0.82	\$3,217.67
119	4" DOUBLE SOLID LINE MULTI-COMPONENT GROUND IN	3130	LF	\$2.25	\$7,042.50	\$1.60	\$5,008.00	\$1.70	\$5,321.00	\$1.60	\$5,008.00	\$1.63	\$5,112.33
120	4" SOLID LINE PREFORM TAPE	100	LF	\$4.00	\$400.00	\$10.50	\$1,050.00	\$11.20	\$1,120.00	\$10.50	\$1,050.00	\$10.73	\$1,073.33
121	PAVEMENT MESSAGE PREFORM THERMOPLASTIC GROUND IN	570	SF	\$26.00	\$14,820.00	\$23.50	\$13,395.00	\$25.00	\$14,250.00	\$23.50	\$13,395.00	\$24.00	\$13,680.00
122	CROSSWALK PREFORM THERMOPLASTIC GROUND IN	1632	SF	\$22.00	\$35,904.00	\$15.00	\$24,480.00	\$15.90	\$25,948.80	\$15.00	\$24,480.00	\$15.30	\$24,969.60
123	CLEARING	6	EACH	\$500.00	\$3,000.00	\$800.00	\$4,800.00	\$733.00	\$4,398.00	\$830.00	\$4,980.00	\$787.67	\$4,726.00
124	GRUBBING	6	EACH	\$400.00	\$2,400.00	\$800.00	\$4,800.00	\$105.00	\$630.00	\$420.00	\$2,520.00	\$441.67	\$2,650.00
125	CLEARING AND GRUBBING	185	SY	\$35.00	\$6,475.00	\$20.00	\$3,700.00	\$5.25	\$971.25	\$50.00	\$9,250.00	\$25.08	\$4,640.42
126	SITE GRADING	1	LS	\$5,000.00	\$5,000.00	\$6,000.00	\$6,000.00	\$85,600.00	\$85,600.00	\$10,000.00	\$10,000.00	\$33,866.67	\$33,866.67
127	VALVE AND METER VAULT (COMPLETE INCLUDING APPUTANENCES)	1	LS	\$250,000.00	\$250,000.00	\$365,000.00	\$365,000.00	\$189,500.00	\$189,500.00	\$1,100,000.00	\$1,100,000.00	\$551,500.00	\$551,500.00
128	CONNECT TO EXISTING WATER MAIN	2	EACH	\$3,000.00	\$6,000.00	\$2,200.00	\$4,400.00	\$1,880.00	\$3,760.00	\$11,500.00	\$23,000.00	\$5,193.33	\$10,386.67
129	CONNECT TO EXISTING WATER SERVICE	1	EACH	\$2,000.00	\$2,000.00	\$900.00	\$900.00	\$505.00	\$505.00	\$6,000.00	\$6,000.00	\$2,468.33	\$2,468.33
130	1" CORPORATION STOP	1	EACH	\$650.00	\$650.00	\$750.00	\$750.00	\$675.00	\$675.00	\$2,000.00	\$2,000.00	\$1,141.67	\$1,141.67
131	1" CURB STOP AND BOX	1	EACH	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$797.00	\$797.00	\$1,000.00	\$1,000.00	\$932.33	\$932.33
132	1" TYPE K COPPER PIPE	22	LF	\$110.00	\$2,420.00	\$200.00	\$4,400.00	\$522.00	\$11,484.00	\$50.00	\$1,100.00	\$257.33	\$5,661.33
133	6" GATE VALVE AND BOX	2	EACH	\$4,000.00	\$8,000.00	\$2,900.00	\$5,800.00	\$3,530.00	\$7,060.00	\$4,250.00	\$8,500.00	\$3,560.00	\$7,120.00
134	16" GATE VALVE AND BOX	7	EACH	\$8,000.00	\$56,000.00	\$17,000.00	\$119,000.00	\$8,540.00	\$59,780.00	\$15,000.00	\$105,000.00	\$13,513.33	\$94,593.33
135	16" WATER MAIN DUCTILE IRON CL. 52	37	LF	\$100.00	\$3,700.00	\$150.00	\$5,550.00	\$76.20	\$2,819.40	\$150.00	\$5,550.00	\$125.40	\$4,639.80
136	16" WATER MAIN DUCTILE IRON CL. 52	134	LF	\$170.00	\$22,780.00	\$280.00	\$37,520.00	\$171.00	\$22,914.00	\$275.00	\$36,850.00	\$242.00	\$32,428.00
137	WATER MAIN FITTINGS	4100	LB	\$7.00	\$28,700.00	\$14.00	\$57,400.00	\$9.15	\$37,515.00	\$25.00	\$102,500.00	\$16.05	\$65,805.00
138	ELECTRICAL AND CONTROLS	1	LS	\$10,000.00	\$10,000.00	\$18,000.00	\$18,000.00	\$136,000.00	\$136,000.00	\$150,000.00	\$150,000.00	\$101,333.33	\$101,333.33
139	STABILIZED CONSTRUCTION EXIT	1	LS	\$3,000.00	\$3,000.00	\$1,000.00	\$1,000.00	\$5,990.00	\$5,990.00	\$500.00	\$500.00	\$2,496.67	\$2,496.67
140	SEDIMENT CONTROL LOG TYPE COMPOST	147	LF	\$3.50	\$514.50	\$10.00	\$1,470.00	\$10.40	\$1,528.80	\$5.00	\$735.00	\$8.47	\$1,244.60
141	TURF ESTABLISHMENT WITH HYDROSEED	500	SY	\$9.00	\$4,500.00	\$17.00	\$8,500.00	\$9.90	\$4,950.00	\$12.50	\$6,250.00	\$13.13	\$6,566.67
TOTALS					\$3,712,377.50		\$4,566,883.50		\$4,994,943.25		\$6,742,806.50		\$5,434,877.75

FUTURE MEETING AGENDA HIGHLIGHTS

May 4, 2026

May 11 – EDA Meeting

- Authorize Contract with Twin Cities Habitat for Humanity regarding Land Trust Partnership
- Receive Update on Abatement Fund Balance
- Authorize release of EDA Attorney Legal Services RFP

May 11 – City Council Meeting

- Receive 2025 Audit Report Board of Adjustment and
- Discuss 2026 Community Survey
- City Manager Performance Evaluation – Closed Session

May 18 – City Council Meeting

- LGTBQIA+ Month Proclamation
- Gun Violence Awareness Month
- Juneteenth Day Proclamation
- Hold a Public Hearing to Consider Certifying Unpaid Utility Charges to Property Tax Rolls
- Award Nature Playground Consultant Contract

June Meetings

- June 8 – City Council Meeting
- June 15 – City Council Meeting
- June 22 – Rosefest Parade

Commission Meetings

March - April, 2026

Planning Commission/Variance Board

The April Variance board had 2 items for discussion:

- Related to amount of surface parking required at a small apartment building at 2610 Snelling Curve. This variance was unanimously approved.
- The second variance related to a request to install less electric vehicle chargers than the code requires for the proposed medical office facility at 2700 Snelling Avenue. This variance was denied 2-1. The denial was appealed by the applicant the same evening and will be considered by the Board of Adjustment and Appeals on May 4th.

The April Planning Commission:

- Annual organizational business. Commissioner Cyra had a member-initiated request to review the City's electric vehicle charging ordinance given two variances have been requested in the last year. Commissioner Cyra submitted materials in support of this request, which will be reviewed by the Planning Commission at their May 6th meeting.

PWET Commission

- At the March meeting, commissioners reviewed segments on the pathway master plan.
- At the April meeting, commissioners recommended approval of Bike Plan and continued discussion on pathway master segment review

Finance Commission

- Reviewed the Cash Reserves for the General Fund, Communications Fund, Parks and Recreation and License Center

Equity & Inclusion Commission

- The commissioner handbook quick guide
- Commission Direction on member-initiated agenda items – Response to community email communication

Parks & Rec Commission

- Reviewed and Discussed the Parks and Recreation Department 2026-2027 Strategic Workplan
- Reviewed and Updated the Parks and Recreation Commission's Goals