Mayor: Dan Roe **Councilmembers:** Jason Etten Wayne Groff Robin Schroeder Julie Strahan	**City Council Agenda** **Monday, January 9, 2023** **6:00 p.m.** Members of the public who wish speak during public comment or an agenda item during this meeting can do so virtually by registering at: www.cityofroseville.com/attendmeeting	**Address:** 2660 Civic Center Dr. Roseville, MN 55113 **Phone:** 651-792-7000 **Website:** www.cityofroseville.com

1. 6:00 P.M. Pledge of Allegiance
2. 6:01 P.M. City Council Oaths of Office

Mayor Dan Roe

- Swearing In
- Recognition of family & friends
- Remarks

Council Member Wayne Groff

- Swearing In
- Recognition of family & friends
- Remarks

Council Member Robin Schroeder

- Swearing In
- Recognition of family & friends
- Remarks

3. 6:20 P.M. Roll Call

Voting & Seating Order: Etten, Groff, Strahan Schroeder, and Roe

4. 6:22 P.M. Approve Agenda
5. 6:23 P.M. Public Comment
6. 6:28 P.M. Recognitions and Donations

6.A. Dr. Martin Luther King Jr. Day Proclamation

Documents:

PROCLAMATION.PDF

7. 6:30 P.M. Items Removed from Consent Agenda

8. Business Items

8.A. 6:35 P.M. Receive presentation from League of Women Voters Roseville Area on the City ADA compliance

Documents:

PRESENTATION.PDF

8.B. 6:50 P.M. Receive Update on City-wide Community Visioning Process

Documents:

REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF

8.C. 7:20 P.M. Approve Public Works 2023 Work Plan

Documents:

REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF

8.D. 7:40 P.M. Appoint Acting Mayor for 2023

Documents:

REQUEST FOR COUNCIL ACTION AND ATTACHMENT.PDF

8.E. 7:45 P.M. Discuss and Appoint City Council Liaisons

Documents:

REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF

8.F. 7:55 P.M. Discuss City Council and Advisory Commission Rules of Procedure

Documents:

REQUEST FOR COUNCIL ACTION AND ATTACHMENT.PDF

8.G. 8:00 P.M. Consider Commission Reappointments and Declare Vacancies for 2023

Documents:

REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF

8.H. 8:05 P.M. Consider Adopting a Resolution supporting the creation of a local sales tax in Roseville

Documents:

REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF

8.I. 8:20 P.M. Consider Adoption of Roseville's 2023 Legislative Priorities

Documents:

REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF

9. Council Direction on Councilmember Initiated Agenda Items

9.A. 8:35 P.M. Approval of City Council Minutes
Approve Minutes from November 28, 2022

Approve Minutes from December 5, 2022

10. 8:40 P.M. Approve Consent Agenda

10.A. Approve Payments

Documents:

REQUEST FOR COUNCIL ACTION AND ATTACHMENT.PDF

10.B. Approval of Temporary Liquor License

Documents:

REQUEST FOR COUNCIL ACTION AND ATTACHMENT.PDF

10.C. Approve General Purchases and Sale of Surplus Items in Excess of $10,000

Documents:

REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF

10.D. Adopt a Resolution Designating Official Bank Depositories, Official Bank Signatories, and Electronic Funds Transfer Authority for 2023

Documents:

REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF

10.E. Designate the 2023 Legal Newspaper

Documents:

REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF

10.F. Approve Annual City Sign Permits for 2023

Documents:

REQUEST FOR COUNCIL ACTION AND ATTTACHMENT.PDF

10.G. Appoint the Building Official as Assistant Weed Inspector for 2023

Documents:

REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF

10.H. Authorize City Manager to enter into a Memorandum of Understanding with IAFF Local 5051 Recognizing Juneteenth as a Holiday

Documents:

REQUEST FOR COUNCIL ACTION AND ATTACHMENT.PDF

10.I. Authorization to Seek Donations for Various City Functions and Events

Documents:

REQUEST FOR COUNCIL ACTION.PDF

10.J. Adopt Resolution Approving Agreement with the Minnesota Department of Transportation for Federal Aid Participation

Documents:

REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF

10.K. Adopt a Resolution to Approve 2023 Reapportionment of Assessments

Documents:

REQUEST FOR COUNCIL ACTION AND ATTACHMENT.PDF

10.L. Adopt Resolution in Support of Less Mow May

Documents:

REQUEST FOR COUNCIL ACTION AND ATTACHMENT.PDF

11. 8:45 P.M. Future Agenda Review, Communications, Reports, and Announcements - Council and City Manager

12. 8:50 P.M. Adjourn

Martin Luther King Jr Day
January 16, 2023

Whereas: The City of Roseville recognizes and honors the work of Rev. Dr. Martin Luther King Jr.; and

Whereas: Rev. Dr. Martin Luther King Jr. was the chief spokesperson for nonviolent activism in the civil rights movement, which successfully protested racial discrimination in federal and state law; and

Whereas: Rev. Dr. Martin Luther King Jr. was jailed and arrested numerous times for speaking out against racism and discrimination and for trying to help African Americans to register and vote; and

Whereas: Rev. Dr. Martin Luther King Jr. was awarded the Nobel Peace Prize in December, 1964; and

Whereas: Rev. Dr. Martin Luther King Jr. was assassinated on April 4, 1968 because of his fight for equality and civil rights for all; and

Whereas: An Act of Congress of the United States in 1983, declared the third Monday in January to officially honor Rev. Dr. Martin Luther King Jr.; and

Whereas: Rev. Dr. Martin Luther King Jr. said "Life's most persistent and urgent question is what are you doing for others;" and

Whereas: Each year, Americans across the country answer that question by coming together on Martin Luther King Day to serve their neighbors and communities.

Now, Therefore Be It Resolved, that the City Council hereby declare January 16, 2023, to be Martin Luther King Jr. Day in the City of Roseville and urges all citizens to join together to honor Dr. King by committing to volunteering in the community.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this 9th day of January, 2023.

_____

Mayor Daniel J. Roe

CITIES' COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA) ACCESSIBILITY REQUIREMENTS

League of Women Voters Roseville Area

Falcon Heights

Lauderdale

Little Canada

Maplewood

Roseville



Team Members:

- Chairs: Stephanie and Jim DeBenedet - Roseville
- Ann Cleland - Maplewood
- Rachel Geiser - Maplewood
- Bonnie Koch - Roseville
- Mary Peterson – Little Canada

Background

The ADA was enacted into law in 1990 to prohibit discrimination against people with disabilities in areas including transportation, communications and access to state and local government programs and services.

The Department of Justice set revisions labeled Titles II and III in 2010 to solve problems that had risen since its inception.

A person with a disability is defined as a person who has a physical or mental impairment that limits life activities.

Regulations are extensive and specific.





The ADA and the League of Women Voters

Collaboration with other organizations on lobbying and in the legal system.

Voter registration

Opposing voter ID measures that disproportionately affect people with disabilities

Serving as poll watchers checking on accessibility requirements.

Study Goal: Do the LWV Roseville Area cities comply with ADA requirements?

- Look at compliance policy.
- Look at administration.
- Physical accessibility to government buildings, polling locations and city recreational venues.
- Determine compliance with ADA requirements and considerations to improve non-compliancy.

- The study was limited to residents with mobility challenges.
- Other limitations such as blindness and hearing can be studied at some other time.
- Entered data gathered into a shared Google Drive folder.

Study Organization

Part One: Compliancy Requirements

Part Two: Access to Civic Buildings

Part Three: Access to Voting

Part Four: Access to Parks and Recreation

Part Five: Individual City Analyses

Formation of Consensus Questions

Part One: Compliancy Requirements

1. Does your city have an official ADA compliance policy? If so, when was it adopted? Will you provide us with a copy?
2. Does your city have an ADA compliance officer? Who is that person?
3. How many employees does your city have?
4. Does your city have an ADA compliance plan? When was it adopted? Will you provide us with a copy?
5. Does your city have an ADA complaint process that is easily understood and accessible to all residents?
6. What obstacles exist to full ADA compliance in your city?

	Falcon Heights*	Lauderdale*	Little Canada*	Maplewood	Roseville
1. Official compliance policy?	No	No	No	No	Yes
2. Compliance Officer?	Yes	No	No	No	Yes
3. No. of Employees	8	5	21	167	217
4. Have compliance plan?	Yes	No	No	Yes	Yes
5. Easily accessible grievance process	No	No	No	Yes	Yes
6. Possible obstacles to compliance	Financing	Compliance occurs when city does upgrades.	Financing	Compliance occurs when city does upgrades.	Financing

Cities view compliancy plans in different ways.

- Maplewood, Roseville and Falcon Heights had a formal *Transition Plan for Facilities Within the Public Right-of-Way* which included streets, sidewalks, transportation, trails but not things like access to city buildings, polling locations or civic participation options.
- Transition Plan for Parks and Recreation (Roseville).
- Statements in Maplewood and Roseville employee handbooks state adherence to ADA requirements.
- References to Capital Improvement Plans (CIP) which incorporated ADA compliance.
- Transition intentions were also included in the 2040 Comprehensive Plans for Falcon Heights, Lauderdale, Little Canada, and Roseville.

Part Two: Access to Civic Buildings

City Halls are mainly ADA compliant or provide access accommodations for City Council and commission meetings, city departments, and community functions. Examples are:

- Falcon Heights has a ramp to the speakers' podium so residents in wheelchairs can serve.
- Roseville has a table for seated residents to address the council.
- Little Canada and Lauderdale make handheld microphones available for residents who cannot stand to address the council.
- Maplewood and Roseville have ADA compliant elevators because they have meeting rooms on multiple floors.

Civic Building non-compliancy was mainly in parking and restrooms.

- There was no parking lot correct signage for van accessibility.
- Lauderdale's building entrance does not open automatically, and restrooms are not ADA compliant.
- Falcon Heights restrooms have minimal stall size making it difficult for a resident with mobility equipment to use.
- Roseville's restroom soap and towel dispensers are unreachable from a scooter/wheelchair.
- Little Canada's restroom is not accessible automatically.


HANDICAPPED
PARKING
VEHICLE ID




Cover
Cough

Part Three: Access To Voting

- The Minnesota Secretary of State designates cities as responsible for choosing polling sites and accessibility.
- Ramsey County Elections Administrator and staff coordinate with the cities using a 75-point ADA-compliance survey to inspect and address accessibility issues.
- The study committee surveyed each polling site for accessible parking spaces, building access and accessible restrooms.
- Polling sites generally met ADA compliance with non-compliancy centering on parking.



Faded lines, lack of accessibility aisles, incorrect signage.



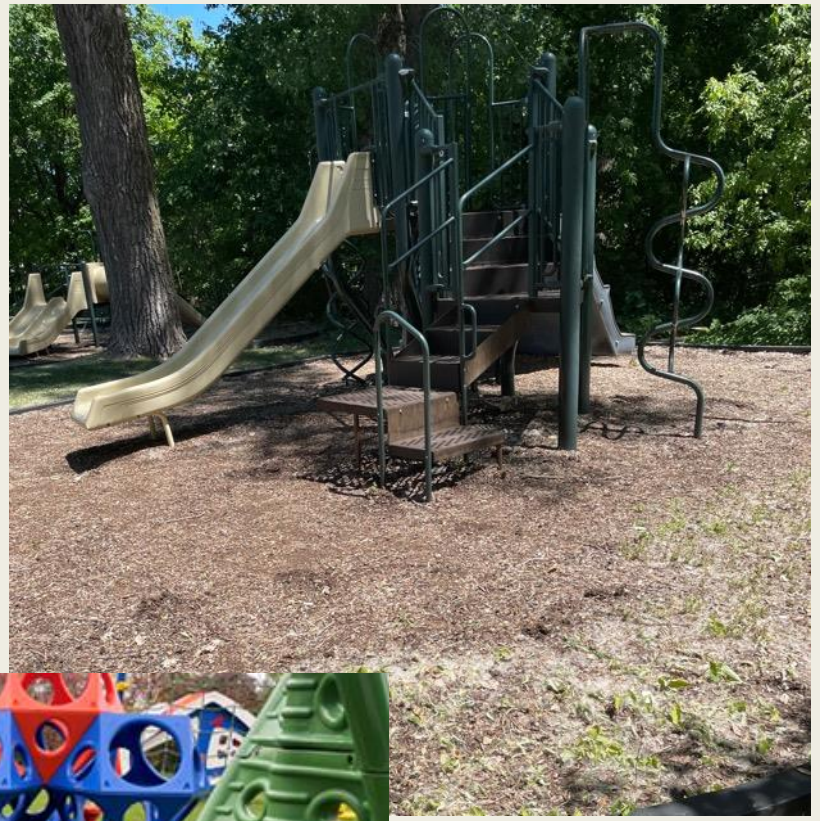
Ramp is too steep.

Part Four: Access to Parks and Recreation

- Cities are aware of ADA compliancy when renovating parks and have made positive changes over time.
- Newest playgrounds and park buildings are fully ADA compliant.
- Oldest parks are non-compliant.
- Older playgrounds use wood chip surfaces which break down. If not replaced, low level removes accessibility to equipment.
- Signage, faded lines and lack of accessibility aisles are also problems in parking lots.

Examples of playground changes over time.







Lack of updating leaves playgrounds inaccessible and sometimes dangerous.







Individual City Analyses

- We found cities overall met most ADA requirements.
- Most areas of non-compliancy can be improved with modifications; most with limited financial investment.
- Most non-compliancy areas were in parking lots and in parks.
- **Compliancy plans should include residents with disabilities in oversight, planning, and visionary groups in order to better understand their needs.**
- If cities had ADA policies, contact coordinators and grievance forms, they were not easily located on websites.

Falcon Heights

Falcon Heights' geographic boundaries include portions of the University of Minnesota's Twin Cities campus and the Minnesota State Fairgrounds, making 66% of the city's land area tax-exempt and statutorily out of the city's land use control. Only one of the city parks is owned by the city.

ADA Considerations

- Continue to enforce ADA requirements as pedestrian walkways are upgraded.
- Include residents with disabilities in the development of pedestrian safe network transit connections.
- Include residents with disabilities in developing a trail plan that connects residents to parks and open spaces.

- Regularly restripe parking lots, adding ADA compliant signage and striping for access aisles for handicapped parking.
- Update restrooms in City Hall improving their accessibility and usage.
- Proceed on Capital Improvement Plan for remodeling/rebuilding Community Park building following ADA compliance.
- Include playground updates in the Community Park rebuild.
- Review the 2014 safety and compliant audit of playgrounds and include updates in Capital Improvement Plan.

Lauderdale

Lauderdale is the smallest city in our League area. It's 2040 Comprehensive Plan sets goals and strategies for renewal and redevelopment that will need to incorporate ADA requirements.

ADA Considerations

- Include residents with disabilities in the development of pedestrian safe network transit connections.
- Include residents with disabilities in developing a trail plan that connects residents to parks and open spaces.
- Include residents with disabilities when soliciting information about resident current and expected park needs and wants.

- Ensure there are access aisles for parking when striping parking lots and for street parking. Community Park playground is non-compliant with a marked accessible parking area that does not have a hard surface access aisle on Pleasant Avenue. It needs to have a paved access that connects to the hard surface walkway.
- Evaluate the Community Park playground on a regular basis and replace the wood chips as needed or consider the addition of a rubberized solid surface or artificial turf in park development plans.
- Provide an ADA compliant parking stall in front of City Hall or in some location convenient for citizens.
- Update restrooms in City Hall improving their handicap accessibility and usage.

Little Canada

Little Canada employs only 21 full time staff, therefore is not required to have a compliancy policy but covers ADA goals in its 2040 Comprehensive Plan.

Spooner Park has a new totally ADA compliant playground and Pioneer Park is in Phase 1 of a Master Plan to enhance/replace its playground.

ADA Considerations

- Continue to implement ADA requirements as pedestrian walkways are upgraded.
- Regularly restripe parking lots, adding ADA compliant signage, and striping for access aisles.
- Evaluate the parks on a regular basis and replace the wood chips as needed.
- Proceed on plan to enhance/replace Pioneer Park playground following ADA compliance.
- Include paved surfaces for residents with mobility challenges when upgrading playgrounds.

Maplewood

Maplewood is the second largest city in Ramsey County. Rather than a single compliancy policy, each city department is responsible for their area of work.

ADA Considerations

- Review and enforce an ADA compliance audit of all public buildings, playgrounds, and parks.
- Adopt a written position description for a designated ADA Coordinator and post completed and ongoing compliance requirements with progress dates.
- Update online park information with correct addresses, photos, and parking information.
- Maintain depth on playgrounds loose fill (wood chip) surfaces.
- Identify accessible parking spaces by painting the lines with correct size and access aisles and providing signage.

Roseville

Roseville has an aging population with twenty-one percent over the age of 65. Of those under the age of 65, 6.8% have a disability.

ADA Considerations

- Include residents with disabilities on planning groups for transit, trail plans and development of parks and open spaces.
- Update the ADA grievance form to include issues with building access, voting and parks and make it easily located on the city website.
- Continue to implement ADA requirements as pedestrian walkways are upgraded.

- Regularly restripe parking lots, adding ADA compliant signage, and striping for access aisles including signing van accessible parking stalls.
- Proceed on a plan for remodeling/rebuilding City Parks and buildings following ADA compliance including making playgrounds accessible with level access to and into the play areas.
- Evaluate the parks on a regular basis and replace the wood chips as needed.

Consensus

The Study Committee proposes the following consensus statements be considered for adoption by the League of Women Voters Roseville Area.

Should LWV Roseville Area Modify the Current Position?

Support opportunities for citizen participation in city government, including early public participation in the decision-making process, and open appointment for advisory committees. (1988)

Support *ADA compliant opportunities* for *resident* participation in city government, including early public participation in the decision-making process, and open appointment for advisory committees. (2022)

Should LWV Roseville Area Modify The Current Position?

Support safe non-motorized pathways with costs assessed areawide. (1983)

Support *ADA compliant* safe non-motorized pathways with costs assessed areawide. (2022)

Should LWV Roseville Area adopt a new position:

Support city government compliance with the Americans with Disabilities Act (ADA) requirements in administrative policy, and access to and use of city owned and leased buildings, voting precincts, and recreational locations and facilities.

Should LWV Roseville Area adopt a new position?

Support compliance by city governments in the Americans with Disabilities Act by making identification of an ADA Coordinator and grievance process easily found on city websites.

REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 7.b

Department Approval

City Manager Approval

Item Description: Receive Update on City-wide Community Visioning Process

BACKGROUND

The City Council authorized a Community Visioning Process that began in 2022. The city's consultant, Zan and Associates, will be in attendance to provide an update on the work done to-date and next steps.

POLICY OBJECTIVE

The city's Community Aspirations were developed following a visioning process that occurred in 2006. These Community Aspirations serve as blueprint for important decisions. The City Council is seeking to gather input into the current Community Aspirations that will be used to create a vision and strategic plan that reflect the values of the Roseville community.

BUDGET IMPLICATIONS

None. This is an update into the work done to-date.

RACIAL EQUITY IMPACT SUMMARY

Not applicable.

STAFF RECOMMENDATION

Receive update and provide any feedback as necessary.

REQUESTED COUNCIL ACTION

Receive update and provide any feedback as necessary.

Prepared by: Rebecca Olson, Assistant City Manager
Attachments: A: Progress Report
B: Power Point Presentation

Attachment A

MEMO

TO: Rebecca Olson and Corey Yunke, City of Roseville

FROM: Dan Edgerton and Brigitte Bjorklund, Zan Associates

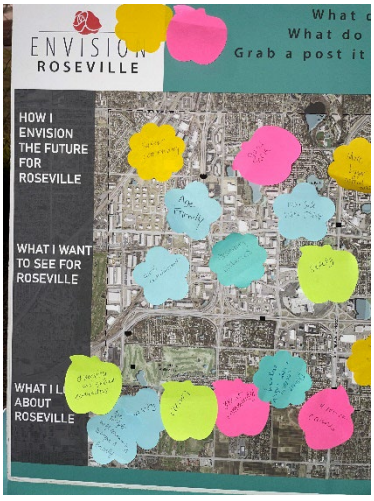
DATE: January 4, 2023

RE: Envision Roseville, Progress Report

The following includes a summary of the project status and next steps as of January 4, 2023. Fall/early-winter 2022 has been a big time for the Envision Roseville project! We successfully launched our Hello Lamp Post campaign and the project survey, we've continued meeting with community organizations, done several events, and are now gearing up to begin business engagement. Looking forward, things will slow down over the winter as we wrap up phase 1, before beginning phase 2 engagement activities in the spring.

The sections that follow show the status of major project tasks, including:

- Advisory Committees
- Promotional Content and Deliverables
- Community Partnerships
- Events and Activities
- Digital Engagement
- Business Engagement



Engagement activity, Homecoming Game

Project Committees

There are two standing project advisory committees – the Project Management Team (PMT) and the Community Advisory Group (CAG).

PMT

We anticipate at least three PMT workshops. The first workshop is complete. The next workshop is tentatively planned for late January 2023. The final workshop will happen in summer 2023. PMT discussion topics are shown below.

- PMT 1 (Complete): Review engagement plan and equity analysis and complete initial visioning activities
- PMT 2 (Late January): Review business engagement approach and dig into Phase 1 engagement results
- PMT 3 (Early summer): Review Phase 2 engagement results and dig into findings and recommendations

CAG

We anticipate at least two workshops. The first is complete and the next is tentatively planned for Spring 2023.

- CAG 1 (Complete); Review engagement plan and equity analysis and complete initial visioning activities
- CAG 2 (Spring 2023): Review business engagement approach and dig into Phase 1 engagement results

Promotional Content and Deliverables

The following is a summary of the status for Phase 1 material development.

Item	Status
Engagement and Communications Plan	Complete
Equity analysis, phase 1	Complete
Project branding	Complete
Project promotional flyer (multiple languages)	Complete

Item	Status
Engagement activity design and production (multiple languages)	Complete
Project website launch/mapping and visioning activities	Complete
Online survey launch (multiple languages)	Complete
Social media campaign launch	Complete
Hello Lamp Post launch (multiple languages)	Complete
Print surveys (multiple languages)	Complete
Community event handout (multiple languages)	Complete
Video interview for city communications	Complete
Equity Analysis, phase 2	Underway
Business engagement survey and focus group recruitment	Underway
Phase 1 results analysis	Underway
Phase 2 engagement activities - Events - Community partnerships - HLP	Pending
Final report	Pending

Community Partnerships

A key component of this work is to foster relationships with community-based organizations, community leaders, and other culturally specific organizations – based on the stakeholder analysis included in the communications and engagement plan – to connect with people who otherwise might not participate in the process.

Our initial intent was to participate in at least 10 meetings or events with community partner groups over the course of the project. As part of Phase 1, we engaged 10 community organizations and have had initial communications with more than 20 additional organizations. Engagement has included information sharing, phone interviews, and presentations at organization meetings. As part of phase 2, we will reconnect with each of the organizations contacted to close the loop and meet strategically with specific groups, depending on the tabulation of phase 1 results.

Organization	Initial Meeting Date & Time
Visit Roseville	Wednesday, 9/28, 3:00 p-3:30p
Roseville Area Schools	Friday, 9/30, 12:30p-1:00p
Resilient Roseville	Wednesday, 10/05, 3:30p-4:00p
Man Up Club	Thursday, 10/06, 12:00p-12:30p
Roseville Area High School: Cultural Liaisons	Wednesday, 10/12, 10:00a-11:00a
Monthly HRIEC Meeting on Community	Wednesday, 10/19, 6:30p-8:30p
Do Good Roseville	Tuesday, 10/25 at 10:00a
King of Kings Lutheran	Wednesday, 10/26 at 11:30a
Roseville Area High School: Cultural Liaisons	Wednesday, 10/12, 10:00a-11:00a
Roseville Area Schools: Cultural Liaisons (all schools)	Thursday, 11/17, 1 to 3p
Travelers with Disabilities Committee – Metropolitan Airport Commission TSA Disability & Medical Condition Coalition	Multiple contacts made and hoping to plan engagement activities

Kids in Need	Shared information and provided a promotional flyer
Every Meal	Shared information and provided a promotional flyer

Events and Activities

Another component of the project is meeting people in the community at high activity locations, in the places they already go. Our initial intent was to participate in at least 15 events or activities over the course of the project. As part of Phase 1, we participated in five (5) events and have plans to complete 3 more, as summarized in the table below.

Date	Event	Status
Saturday, September 17, 2022 10-4 pm	Wild Rice Festival	Complete
Thursday, September 22: 4:30-6 pm	Tenant Notification	Complete
Friday, September 23, 6-10 pm	Tapped and uncorked	Complete (no staff attended, but flyers were placed at the registration table)
Friday, September 30, 6-10 pm	Roseville HS Homecoming	Complete
Saturday, October 29, 1-4 pm	Spooktacular	Complete
Thursday, December 15, 5:30 – 7:30	Community Fiesta (at the Oval)	Complete
Tuesday, January 10, 6:30 – 7:30	Community Open House - Library	Confirmed
Monday, February 13, 6:00 – 8:00	Roseville Area High School African American Family Night	Confirmed
Early winter/spring 2023	Aŋpétu Téča, Adult Learners meeting	Tentative

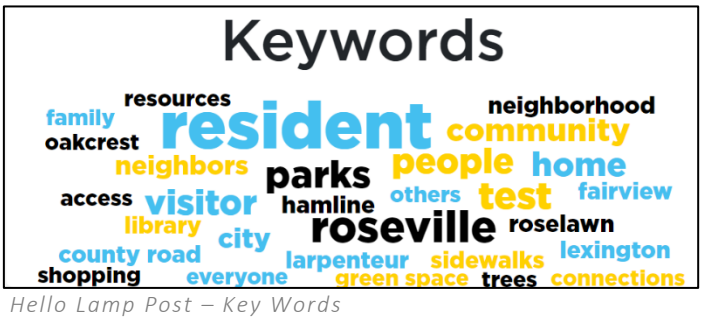
Virtual Engagement

Virtual engagement activities are a great way to expand the reach of our project. Virtual engagement options to-date have included a project engagement platform (website) with a project overview page, survey (multiple languages), wiki map to leave location specific comments, and an ideas wall to post free form comments. In addition, Hello Lamp Post objects (e.g., yard signs, posters, etc.) were placed in over 65 throughout the community and shared virtually through city communication channels to all people to engage using text messages. The engagement platform and Hello Lamp Post objects were promoted using multiple city communication channels including the citywide newsletter, email updates, and social media.

Virtual engagement platform

(includes landing page, survey, wiki map, and ideas wall)

- 3,579 visits
- 959 unique users
- 98 pins
- 73 survey responses (let's bump that up!)
- 20+ comment wall posts



Hello Lamp Post – Key Words

Hello Lamp Post

- 103 conversations

- 436 interactions
- Top object locations: virtual, bus stops, rose sculptures, Rosedale

Business Engagement

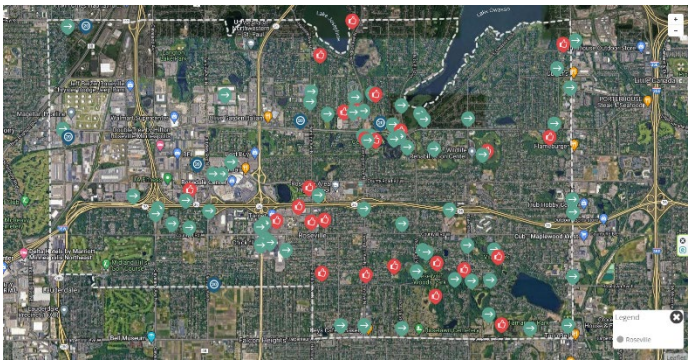
The final category of engagement is with key Roseville businesses and industry groups. This task is just getting started and will include a business survey and up to 15 interviews or listening sessions with stakeholders. We have prepared an initial contact list and launched the survey in December 2022. We anticipate conducting the listening sessions in spring 2023, in conjunction with Phase 2 engagement activities.

Results Sample

We are just beginning to tabulate results from Phase 1 engagement activities, and we have a lot to work with, which is great! The following is a sample of some of the themes and outcomes emerging. Disclaimer: This is just a sampling and should be considered draft. It is by no means complete or all inclusive.

Themes and Outcomes

- Parks (most prevalent theme)
  - Ongoing funding
  - Regular programming
  - Preservation and green space
  - Splash pad
  - More access to nature
- Transportation (streets, sidewalks, and trails)
  - Better transit access (busses and light rail)
  - Traffic and congestions mitigation
  - Prioritize people who walk/walkable development/more sidewalks
  - Active transportation
- Community engagement/neighborhood unity
  - Know your neighbors
  - Encourage block parties
  - New community center
  - Townhalls/accessible leaders
  - Meet people in the community
  - People like the library
- Local businesses
  - Promotional websites for small businesses/social media
  - Events
  - Zoning/tax breaks
  - Mixed use development
- Housing and Development
  - Multigenerational
  - Affordable
  - More amenities for young people/housing for young people/more condos
  - Less dense housing
  - Change nothing
  - More restaurants and night life
- Sustainability/environment
  - Incentivize energy conservation



Wikimap – "pins"

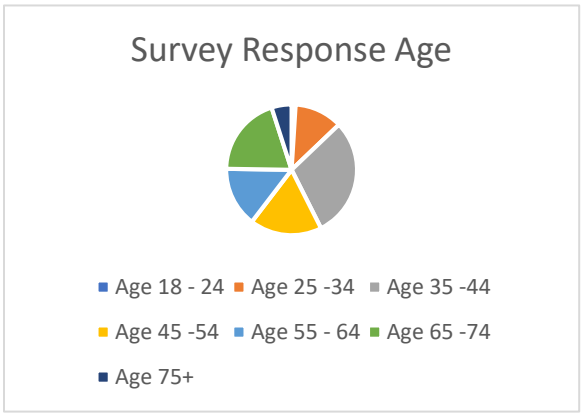


Spooktacular, engagement activity

- Safety and security
    - Reduce crime
- Education
    - Upgrade schools
    - Invest in children

Who is Responding

- Survey + HLP: About 85% residents, 15% visitors. Fair geographic coverage across the city for residents
- 30% of survey respondents age 35 – 44
- 20% of survey respondents identify as “BIPOC”
- 80% of survey respondents live in a single family home
-





Student engagement

ENVISION ROSEVILLE

City Council Update

January 9, 2023

Presentation Content

I. Project overview/recap
II. Status update
III. Results preview
IV. Next steps
V. Discussion

Key Outcomes

- ✓ Review progress to-date
- ✓ Get a flavor for the type of input so far
- ✓ Get your feedback

Project Overview

Project objectives

Work plan

Schedule



Project objectives

- Develop a comprehensive set of community aspirations and specific outcomes for each
- Engage a diverse range of Roseville communities in the process
- Results will guide future planning efforts

Work Plan

1 DISCOVERY

- Project Management Team 3
- Demographic review
- Target community and stakeholder group list
- Equity analysis (ZEST)
- Key measures and engagement questions
- Engagement and communications plan
- Website launch
- Hello Lamp Post launch (optional)

2 VISIONING

- Project Managerment Team 3
- Hello Lamp Post canvassing
- Initial project promotions: email blast, social media, flyers, posters, etc.
- Online sirvey and interactive map
- Website update
- Community meetings
- Pop-ups and community events
- Community listening sessions and presentations
- Business engagement
- Community workshop 1
- Equity analysis update (ZEST)

3 SHARING

- Project Managerment Team 3
- Community workshop 2
- Follow-up communications: email blast, social media, flyers, posters, etc.
- Final report

Strategies and Outcomes

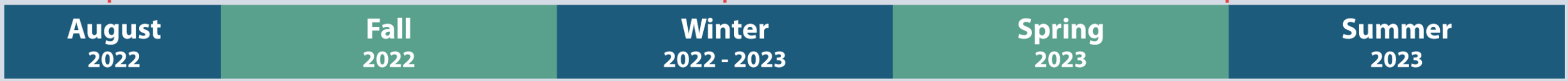
Timeline

START UP

- Develop a work plan
- Prepare engagement material
- Coordinate schedules

PHASE 2 COMMUNITY ENGAGEMENT

- Review vision and aspirations
- Prioritize outcomes



PHASE 1 COMMUNITY ENGAGEMENT

- Identify community vision
- Develop aspirations and outcomes

RESULTS

- Share the community input collected and vet conclusions
- Present community vision and celebrate!

Progress Update

Committees

Deliverables

Community Partnerships

Events and Activities

Virtual Engagement

Business Engagement

Committees

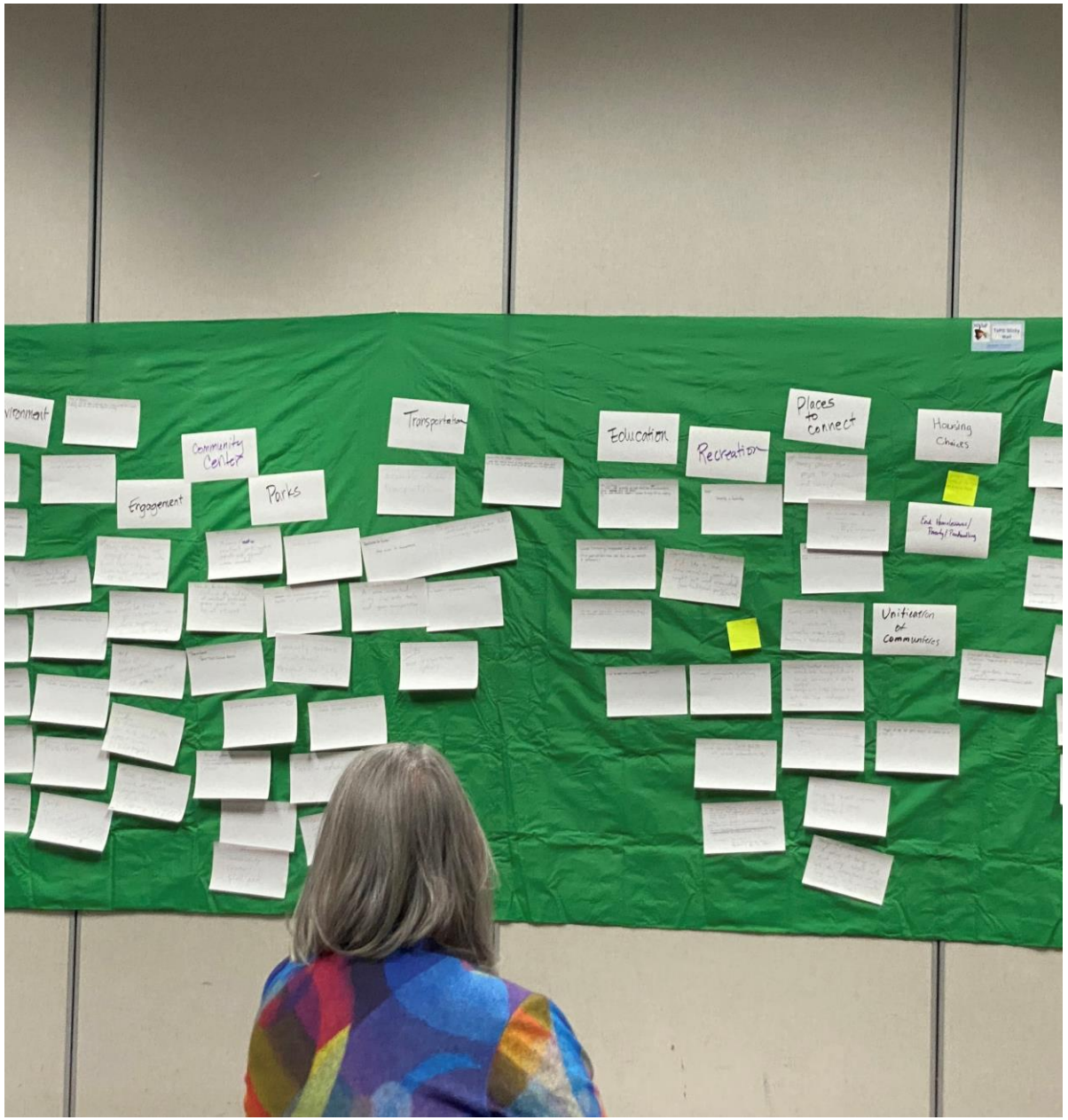
- Project Management Team
  - PMT 1 (Complete)
  - PMT 2 (Late January)
  - PMT 3 (Early summer)
- Community Advisory Group
  - CAG 1 (Complete)
  - CAG 2 (Spring 2023)









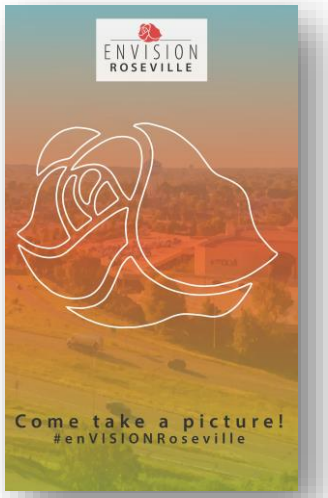

Engagement
Community Center
Parks
Transportation
Education
Recreation
Places to connect
Housing Choices
Unification of Communities

Promotional Content + Deliverables

Item	Status
Engagement and Communications Plan	Complete
Equity analysis, phase 1	Complete
Project branding	Complete
Project promotional flyer (multiple languages)	Complete
Engagement activity design and production (multiple languages)	Complete
Project website launch/mapping and visioning activities	Complete
Online survey launch (multiple languages)	Complete
Social media campaign launch	Complete
Hello Lamp Post launch (multiple languages)	Complete
Print surveys (multiple languages)	Complete
Community event handout (multiple languages)	Complete
Video interview for city communications	Complete
Equity Analysis, phase 2	Underway
Business engagement survey and focus group recruitment	Underway
Phase 1 results analysis	Underway
Phase 2 engagement activities - Events - Community partnerships - HLP	Pending
Final report	Pending

ENVISION ROSEVILLE

ZAN ASSOCIATES



ENVISION
ROSEVILLE

Fiesta at Roseville Skating Center!

The Envision Roseville project team wants to hear from you.
El equipo del proyecto Envision Roseville quiere saber de usted.

The City of Roseville is leading a community vision project to help guide the city into the future. The results will reflect the values and dreams of the people who live and work in Roseville today.

La Ciudad de Roseville está liderando un proyecto de visión comunitaria para ayudar a guiar a la ciudad hacia el futuro. Los resultados reflejarán los valores y sueños de las personas que viven y trabajan en Roseville hoy.

Join us!

Tuesday, December 20, 2022
5:30-7:30 p.m.

Roseville Skating Center- Rose Room
2661 Civic Center Dr.
Roseville, MN 55113

Games, treats and fun for the whole family. You won't want to miss it.

For more information
Visit
https://zan.mysocialpinpoint.com/envision-roseville. To learn more email
envision.roseville@cityofroseville.com

Acompañenos!

martes, 20 de diciembre de 2022
5:30-7:30 p.m.

Roseville Skating Center- Rose Room
2661 Civic Center Dr.
Roseville, MN 55113

Juegos, golosinas y diversión para toda la familia. ¡No querrás perdértelo!

Para más información
Visite
https://zan.mysocialpinpoint.com/envision-roseville.
Asegúrese de inscribirse para recibir correos electrónicos del proyecto. Envíe un correo electrónico al proyecto
envision.roseville@cityofroseville.com

Contact the project staff. Brigitte Bjorklund, Community Engagement Coordinator. 763-229-4969
Póngase en contacto con el personal del proyecto. Brigitte Bjorklund, Coordinadora de Participación Comunitaria. 763-229-4969

ENVISION
ROSEVILLE

HOW I ENVISION THE FUTURE FOR ROSEVILLE

WHAT I WANT TO SEE FOR ROSEVILLE

WHAT I LOVE ABOUT ROSEVILLE



ENVISION
ROSEVILLE

Tell us about yo

The City of Roseville is leading a community visioning project. The purpose of this project is to review, update, and develop community aspirations, and to create and prioritize outcomes that will help the city to better realize those aspirations. The existing community aspirations are as follows:

As a community, we (Roseville) aspire to be:

- Welcoming, inclusive, and respectful
- Safe and law-abiding
- Economically prosperous, with a stable and broad tax base
- Secure in our diverse and quality housing and neighborhoods
- Environmentally responsible, with well-maintained natural assets
- Physically and mentally active and healthy
- Well-connected through transportation and technology infrastructure
- Engaged in our community's success as citizens, neighbors, volunteers, leaders, and businesspeople

Which of the following best describes you

I live in Roseville | I work in Roseville but don't live here | I am visiting Roseville

If you are a resident, how long have you lived in

0 – 1 year | 1 – 5 years | 5 – 10 years | 10 plus year

If you are a resident, which best describes you?

I own a home | I rent a home | Other

Age

Under 18
18-34
35-50
50-65
66 +

Other

Race/Ethnicity

Alaskan Native or American Indian
Asian
Black or African American
Hispanic or Latino
Native Hawaiian/ Pacific Islander
White
More than one race

Spanish
Somali/ Oromo
Hmong
Mandarin/ Cantonese
Russian
Other

Local small b
Big bo (Target, Wal
Ethnic/ focus
Local coffee sh
Ethnic res
Chain res (Applebee's, Panera, McDonald's, etc.)
Gourmet/specialty/ foodie-fare
At home
Other

tivity?
oiling
tivities at, etc.)
ning/ ens
Sports
Other

Community Partnerships

Phase 1 (complete)

- 10 engagement activities
- 20+ connections

Phase 2 (spring)

- Close the loop with follow-up communications
- Strategic engagement

Organization	Initial Meeting Date & Time
Visit Roseville	Wednesday, 9/28, 3:00 p-3:30p
Roseville Area Schools	Friday, 9/30, 12:30p-1:00p
Resilient Roseville	Wednesday, 10/05, 3:30p-4:00p
Man Up Club	Thursday, 10/06, 12:00p-12:30p
Roseville Area High School: Cultural Liaisons	Wednesday, 10/12, 10:00a-11:00a
Monthly HRIEC Meeting on Community	Wednesday, 10/19, 6:30p-8:30p
Do Good Roseville	Tuesday, 10/25 at 10:00a
King of Kings Lutheran	Wednesday, 10/26 at 11:30a
Roseville Area High School: Cultural Liaisons	Wednesday, 10/12, 10:00a-11:00a
Roseville Area Schools: Cultural Liaisons (all schools)	Thursday, 11/17, 1 to 3p
Travelers with Disabilities Committee – Metropolitan Airport Commission TSA Disability & Medical Condition Coalition	Multiple contacts made and hoping to plan engagement activities
Kids in Need	Shared information and provided a promotional flyer
Every Meal	Shared information and provided a promotional flyer

Events and Activities

Phase 1 (complete)

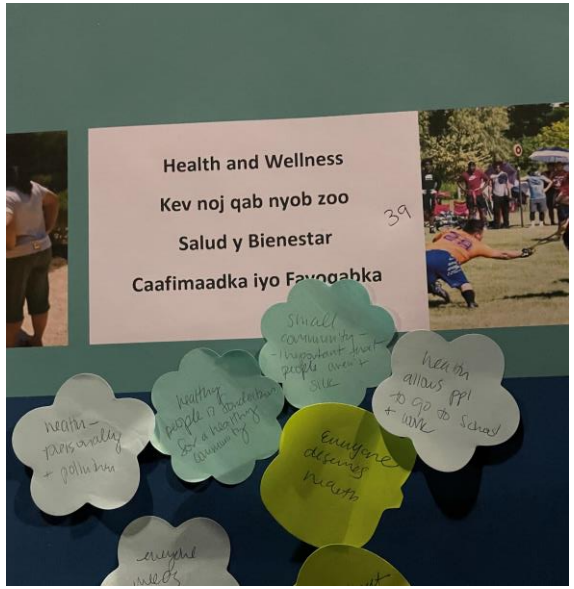
- 5 events
- 2 planned

Phase 2 (spring)

- Close the loop with follow-up communications
- Strategic engagement

Date	Event	Status
Saturday, September 17, 2022 10-4 pm	Wild Rice Festival	Complete
Thursday, September 22: 4:30-6 pm	Tenant Notification	Complete
Friday, September 23, 6-10 pm	Tapped and uncorked	Complete (no staff attended, but flyers were placed at the registration table)
Friday, September 30, 6-10 pm	Roseville HS Homecoming	Complete
Saturday, October 29, 1-4 pm	Spooktacular	Complete
Thursday, December 15, 5:30 – 7:30	Community Fiesta (at the Oval)	Complete
Tuesday, January 10, 6:30 – 7:30	Community Open House - Library	Confirmed
Monday, February 13, 6:00 – 8:00	Roseville Area High School African American Family Night	Confirmed
Early winter/spring 2023	Aŋpétu Téča, Adult Learners meeting	Tentative



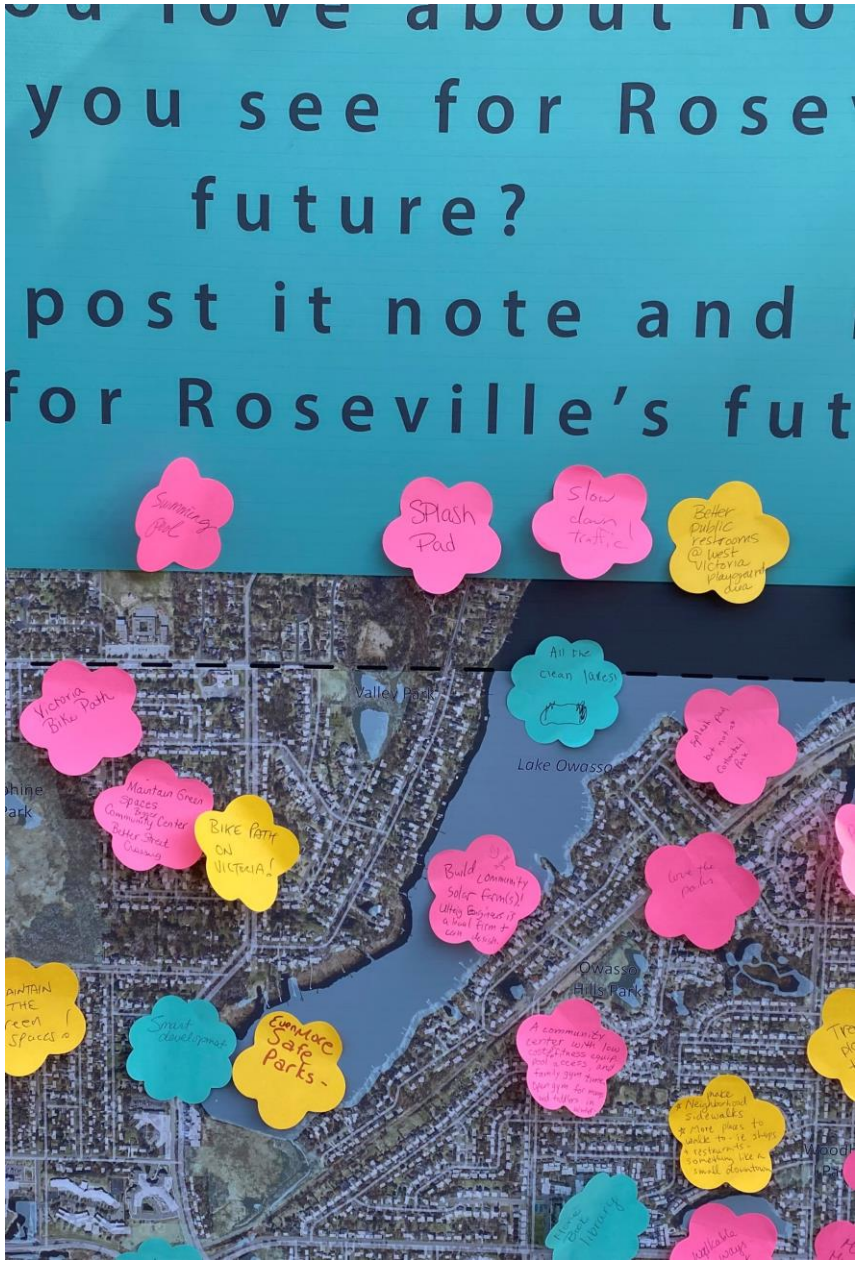

Health and Wellness
Kev noj qab nyob zoo
Salud y Bienestar
Caafimaadka iyo Fayoqabka
39


HELLO
BUS STOP
651 661
5090


Willow Pond
Park
Howard
Johnson
Park
Veterans Park
Bennett Lake
Central Park
Learn to Speed Skate
is the best!
I ♥ the ice rink
THE OVAL
IS GREAT!
Love walking
Love Central
PARK
Love Central Park
Central Park is fun!


HARRIET ALEXANDER
HOW I ENVISION THE FUTURE FOR ROSEVILLE
WHAT I WANT TO SEE FOR ROSEVILLE
WHAT I LOVE ABOUT ROSEVILLE


ENVISION ROSEVILLE
What do you love about Roseville?
What do you see for Roseville's future?
Grab a post it note and help vision for Roseville's future!
HOW I ENVISION THE FUTURE FOR ROSEVILLE
WHAT I WANT TO SEE FOR ROSEVILLE
WHAT I LOVE ABOUT ROSEVILLE


you see for Rose
future?
post it note and
for Roseville's fut
Summering Pool
Splash Pad
Slow down traffic!
Better public restrooms @ west Victoria playground area
Victoria Bike Path
All the clean lakes!
Valley Park
Lake Owasso
Mountain Green Spaces Boys Community Center Better Street Connectivity
BIKE PATH ON VICTORIA!
Build Community Solar Farm(s)!
Owasso Hills Park
Smart development
Downtore Safe Parks-


Tell us about you


MICHIGAN STATE
SPARTANS


ENVISION
ROSEVILLE
HOW I ENVISION THE FUTURE FOR ROSEVILLE
WHAT I WANT TO SEE FOR ROSEVILLE
WHAT I LOVE ABOUT ROSEVILLE


Hi I can talk. Chat with me!
TEXT:
HELLO ROSES
TO:
651 661 5090
OR SCAN:
Tell me about your vision for the future of Roseville!
ENVISION
ROSEVILLE

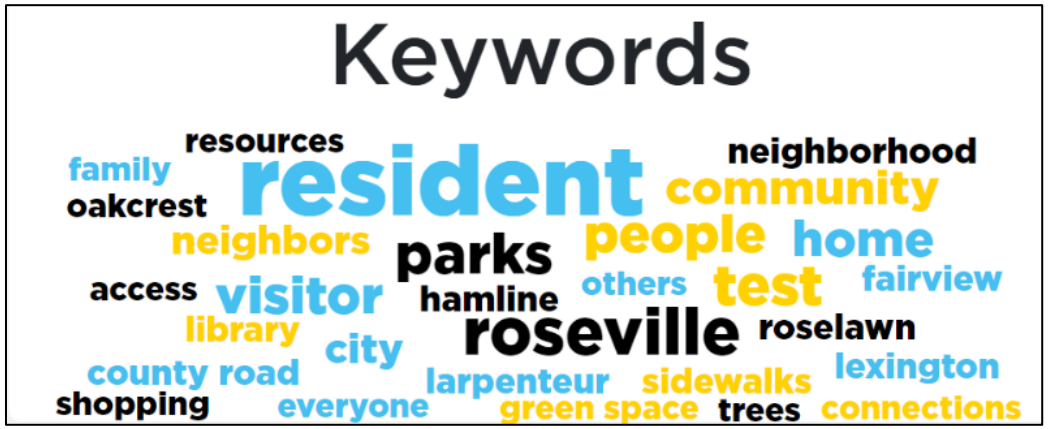

ENVISION
ROSEVILLE
HOW I ENVISION THE FUTURE FOR ROSEVILLE
WHAT I WANT TO SEE FOR ROSEVILLE
WHAT I LOVE ABOUT ROSEVILLE

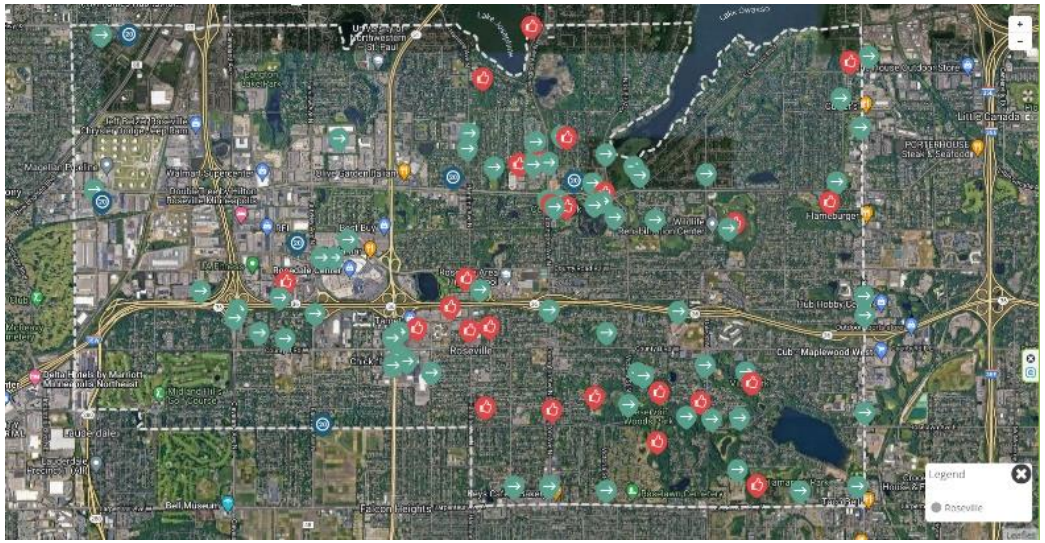

Hi I can talk. Chat with me!
TEXT:
HELLO PARK
TO:
651 661 5090
OR SCAN:
Tell me about your vision for the future of Roseville!
ENVISION
ROSEVILLE



Virtual Engagement

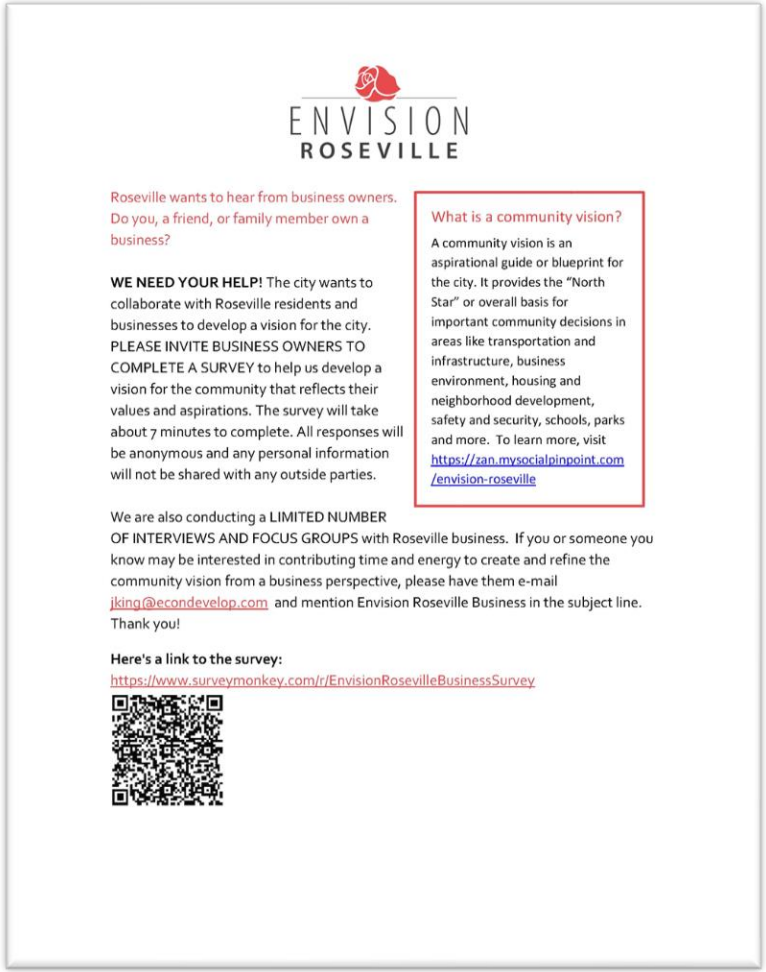
- Virtual engagement platform (project website)
  - 3,579 visits
  - 959 unique users
  - 98 pins
  - 73 survey
  - 20+ comment wall posts
- Hello Lamp Post
  - 103 conversations
  - 436 interactions
  - Tob object locations: virtual, bus stops, rose sculptures, Rosedale
- Social media posts





Business Engagement

- Business-focused survey – live now
- Strategic interviews/focus groups
  - Representative mix of business types
  - Focus on reaching diverse communities
  - Planning underway



ENVISION ROSEVILLE

Roseville wants to hear from business owners. Do you, a friend, or family member own a business?

WE NEED YOUR HELP! The city wants to collaborate with Roseville residents and businesses to develop a vision for the city. PLEASE INVITE BUSINESS OWNERS TO COMPLETE A SURVEY to help us develop a vision for the community that reflects their values and aspirations. The survey will take about 7 minutes to complete. All responses will be anonymous and any personal information will not be shared with any outside parties.

What is a community vision?

A community vision is an aspirational guide or blueprint for the city. It provides the "North Star" or overall basis for important community decisions in areas like transportation and infrastructure, business environment, housing and neighborhood development, safety and security, schools, parks and more. To learn more, visit https://zan.mysocialpinpoint.com/envision-roseville

We are also conducting a LIMITED NUMBER OF INTERVIEWS AND FOCUS GROUPS with Roseville business. If you or someone you know may be interested in contributing time and energy to create and refine the community vision from a business perspective, please have them e-mail jking@econdevelop.com and mention Envision Roseville Business in the subject line. Thank you!

Here's a link to the survey:
https://www.surveymonkey.com/r/EnvisionRosevilleBusinessSurvey

Sample Results

Committees

Community Partnerships

Events and Activities

Virtual Engagement

Themes and Outcomes



PARKS AND GREEN SPACE



TRANSPORTATION



COMMUNITY ENGAGEMENT



LOCAL BUSINESSES



HOUSING AND DEVELOPMENT



SUSTAINABILITY/ ENVIRONMENT



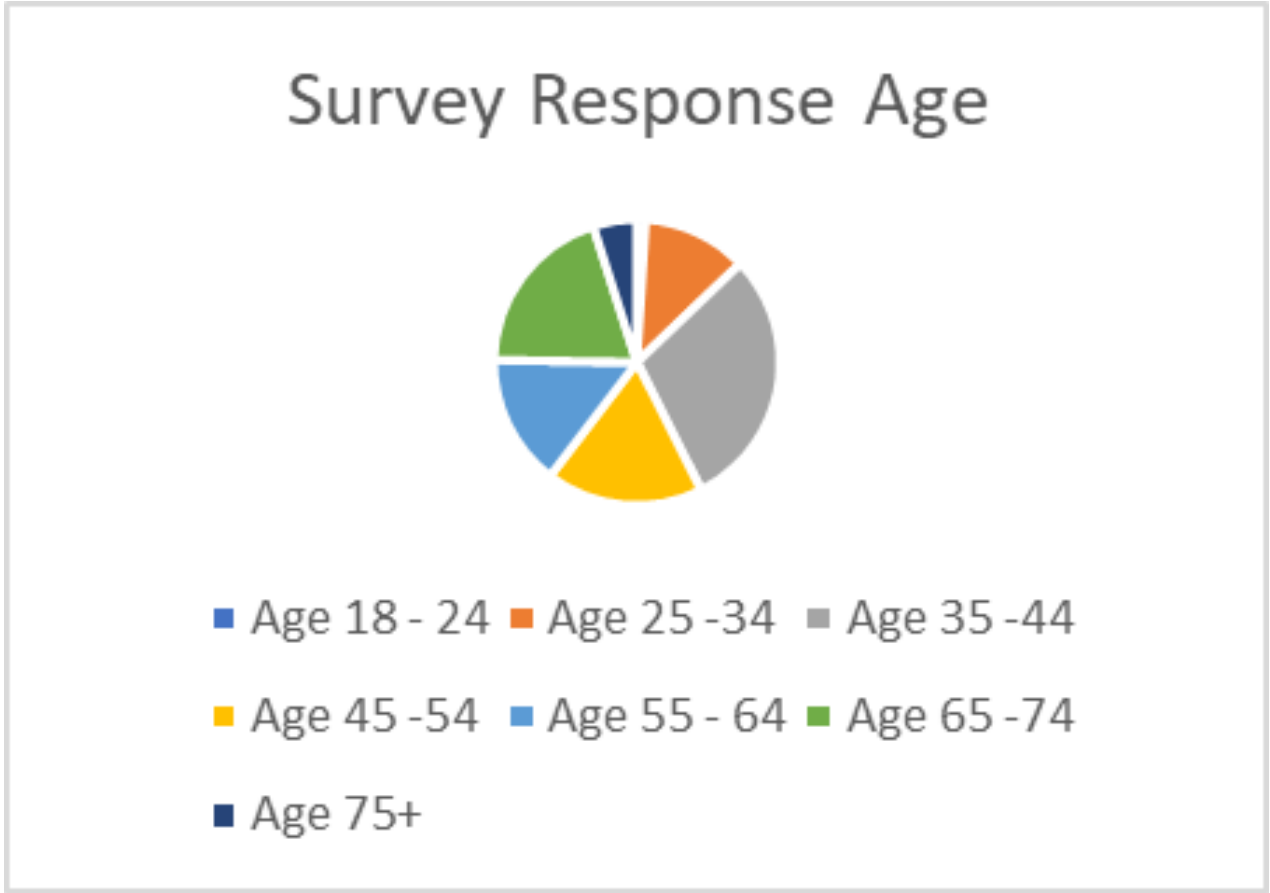
SAFETY/SECURITY



EDUCATION

Who is Responding

- Survey + HLP: About 85% residents, 15% visitors. Fair geographic coverage across the city for residents
- 30% of survey respondents age 35 – 44
- 20% of survey respondents identify as “BIPOC”
- 80% of survey respondents live in a single-family home



Next Steps

Tabulate phase 1 results

Begin phase 2 engagement

Final report

Discussion

- ✓ What clarifications do you need?
- ✓ Are there questions or comments?
- ✓ What surprised you? What feedback do you have?

REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 7.c

Department Approval

City Manager Approval

Item Description: Approve Public Works 2023 Work Plan

BACKGROUND

Each year, Public Works staff monitors and evaluates the condition of City infrastructure for development of ongoing maintenance and replacement needs. We use this information to develop capital improvement plans and in the development of the annual budget request in these areas. We also work closely with Ramsey County and MnDOT on improvements to City infrastructure as a part of their road improvement projects within Roseville. The following are the improvements that we are recommending for the 2023 construction season within the city. The attached map (Attachment A) shows both pavement improvements as well as utility improvements. The map also shows projects that are managed by Ramsey County, MnDOT, Met Council Environmental Services, watersheds and other utilities as some of these projects have impacts on City projects. The proposed work plan is consistent with the 20-year capital improvement plan and pavement management program policies.

The overall cost of the Public Works 2023 Work Plan is approximately $6.5 million.

Staff presented the Public Works 2023 Work Plan to the Public Works, Environment and Transportation Commission on November 22, 2022. The meeting minutes are included in Attachment G.

1. **Pavement Management Program Projects:** Each year, the Public Works Department evaluates infrastructure needs based on the City's Pavement Management Program and assessment of utility infrastructure. Streets in marginal condition are recommended for major maintenance by mill and overlay. Streets in poor condition that do not meet the City standard for street construction are recommended for reconstruction. The streets shown in Attachment A will be included in this year's Pavement Management Project (PMP). The 6.9 miles of roads are proposed to be milled and overlaid. Spot curb replacements are also done at this time, but only where there are significant structural issues with the in-place curb or significant settling.

   These pavement-resurfacing projects are proposed to be financed through our street infrastructure fund. No Municipal State Aid (MSA) roads will be resurfaced in 2023. After receiving bids for these projects, we will request that the City Council award the bid to the lowest responsible bidder.

   Reconstruction: No roads are proposed to be reconstructed in 2023.

2. **Pathways:** A new pathway will be constructed along the east side of Lexington Avenue between TH 36 and County Road B2. The new pathway will be an 8-foot wide bituminous trail.

   A new sidewalk will be installed on the east side of Cleveland Avenue from Iona Lane, extending 600 feet north. This sidewalk will complete a gap in the sidewalk network that was

created when Colder Product Corporation built a sidewalk as part of their new construction a few years ago.

A new pathway, Twin Lakes Trail 2, will be constructed from Terrace Drive into Oasis Park.

A new pathway, Marion Street Phase 2, will be constructed on the west side of Marion Street from Larpenteur Avenue to the cul-de-sac. The new pathway will connect to the first phase, which was completed this past fall, in conjunction with the Enclave development and make a connection to Unity Park. This will complete the pathway envisioned in the Rice-Larpenteur Visioning Plan. Funding for this project is from Community Development Block Grant Funds through Ramsey County.

Pathways in Lexington Park and along County Road B will be resurfaced.

The parking lot at Lexington Park will be resurfaced.

3. **Utility Infrastructure:**

Sanitary Sewer Lining: There will be no sewer lining project in 2023. City staff will be utilizing this year to develop a specialized lining project in 2024 to address high risk crossings under major county or state highways such as TH 36, I35W and Snelling Avenue.

Pipe Replacements/Repairs: Staff evaluates sanitary and water main replacement needs in our pavement replacement areas as well as utility infrastructure needs in County and State project areas. To date, City staff has no projects planned for 2023.

Miscellaneous Upgrades: Staff will be doing some upgrades to the SCADA system to provide additional resiliency to the system. Shallow water services within the PMP project will be insulated.

Water Tower: The interior of the water tower will be re-painted to extend the life of the tower.

Lift Stations: The Long Lake Lift Station, located on Long Lake Road south of County Road D, will be replaced in 2023 with a grinder pump lift station. The new lift station will be relocated further from the road to protect the lift station and to make it safer to maintain. It also places the lift station on higher ground as it is currently subject to street flooding.

Staff will begin work with our design consultant on the Dale/Owasso Lift Station located at Dale Street and South Owasso Boulevard for future replacement in 2024. The lift station will be rehabbed and a new backup emergency generator will be installed.

Storm Sewer System Improvements: Staff continues to analyze the existing drainage systems and localized flooding issues and is identifying mitigation projects. Staff is now working on developing a 2023 drainage improvement project to alleviate some of these flooding concerns. Staff has already identified several projects for 2023. Some of the projects include:

- Pavement Management Storm Water Upgrades: Miscellaneous storm sewer upgrades.
- Villa Park Sediment Pond improvements and dredging
- Concordia Meadows Pond Improvements
- County Road D Outlet Repair.

4. **Sustainability/Recycling:** City staff plans to work on the following programs and initiatives over the next year to help support sustainability and increase recycling:

- Energy Action Plan – continued implementation post-Partners in Energy "graduation"
    - Focus on faith organization outreach
- Less Mow May education & outreach

- Roseville Sustainable Steward Award Program
- B3 & GreenStep Cities updates and expansion
- Bi-monthly Sustainability newsletter
- Voluntary energy benchmarking program
- Sustainable land use incentives implementation with Community Development
- Community outreach/sustainability event planning
    - Earth Day
    - Rice/Larpenteur Alliance – Community in Bloom, Summer Block Party
    - Taste of Rosefest and Tapped & Uncorked
- Inflation Reduction Act education & outreach (residents & businesses)
- Bike planning
- Climate Action Plan (MPCA Grant Application process)
- Prepare for Ramsey County curbside organics pickup program (late 2023/early 2024)
- Evaluate and expand educational opportunities for recycling in parks

5. <u>Other Improvements</u>:

Retaining Wall Replacement: The retaining wall on South McCarrons Boulevard between Glenwood Ave and Woodruff Avenue will be replaced with a soil nail reinforced wall.

6. <u>Other Agency Projects</u>:

Minnesota Department of Transportation (MnDOT):

- Signal Replacement at Hamline Avenue and West Bound TH 36 ramps
    - Access to Cederholm will be accommodated at all times.
    - Intersection will be a 4-way stop for the majority of the improvements.
    - Work will begin in September 2023.
- TH 36 Ramp and Fairview Avenue Improvements
    - Improvements to reduce queuing onto TH 36.
    - Some ramp closures are anticipated during the project.
    - Work will begin in June 2023.

Ramsey County

- County Road D Resurfacing
    - Highcrest Avenue – Old Hwy 8.
    - 4 Lane to 3 lane conversion.
    - Done in conjunction with Hennepin County Road 93 (37th Ave NE) to the west.

Xcel Gas

- Xcel Gas will be replacing power poles along the large transmission line between the substation by the water tower. They will use existing footings and the poles will be the same height. Work would start in late February and be completed by the Fall 2023.

POLICY OBJECTIVE

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

BUDGET IMPLICATIONS

Staff is developing preliminary cost estimates for the projects at this time. We anticipate the total work plan cost to be approximately $6.5 million with City cost around $6 million.

The Street Infrastructure Fund supports the local street Mill and Overlay program.

The following projects will be funded from the City's MSA account:

- TH 36/Fairview Ramp project
- TH 36/Hamline Ramp project
- McCarrons Retaining Wall
- Cleveland Pathway
- Lexington Pathway

Utility improvements are funded from the respective Utility enterprise funds.

The Marion Pathway project will be funded using grant funds.

The Twin Lakes Trail Phase 2 project will be funded with developer funds, pathway funds and storm sewer utility funds.

Crack sealing and major patching are funded from the street maintenance budget. This budget is supported by the general fund tax levy and MSA maintenance allocation. Staff recommends funding a program consistent with our pavement maintenance policies.

By taking action now, the Council will be authorizing staff to work on plans for the projects as described and to advertise for bids once plans are finished. As project bids are opened, staff will bring individual contracts to the City Council for approval. A detailed cost breakdown will be included with those Council Actions.

RACIAL EQUITY IMPACT SUMMARY

The overall projects and programs identified in the 2023 Public Works Work Plan should benefit the City as a whole with no negative impacts to historically disadvantaged communities. All street projects include improvements to curb ramps within the project area to latest standards which should provide better access for individuals with disabilities.

The four new pathway projects proposed were all chosen to enhance walkability in areas with the most need. These projects should be an overall benefit to historically disadvantaged communities who a more likely to use these pathways:

- Marion Street Pathway - Provides new pedestrian connection to multi-family housing that serves the highest minority census block (62%) within the city. The new pathway will make connections to the existing sidewalk network and provide safer access to two parks and better connections to transit on Larpenteur Avenue.
- Twin Lakes Trail Phase 2 - The second phase of the trail project will connect two low income multi-family housing units with better access to Oasis Park.
- The Lexington Pathway project will provide better access to transit and for high school students accessing Roseville Area High School.

- The Cleveland Pathway project completes a gap in the sidewalk network. The sidewalk will now better connect nearby transit to local jobs.

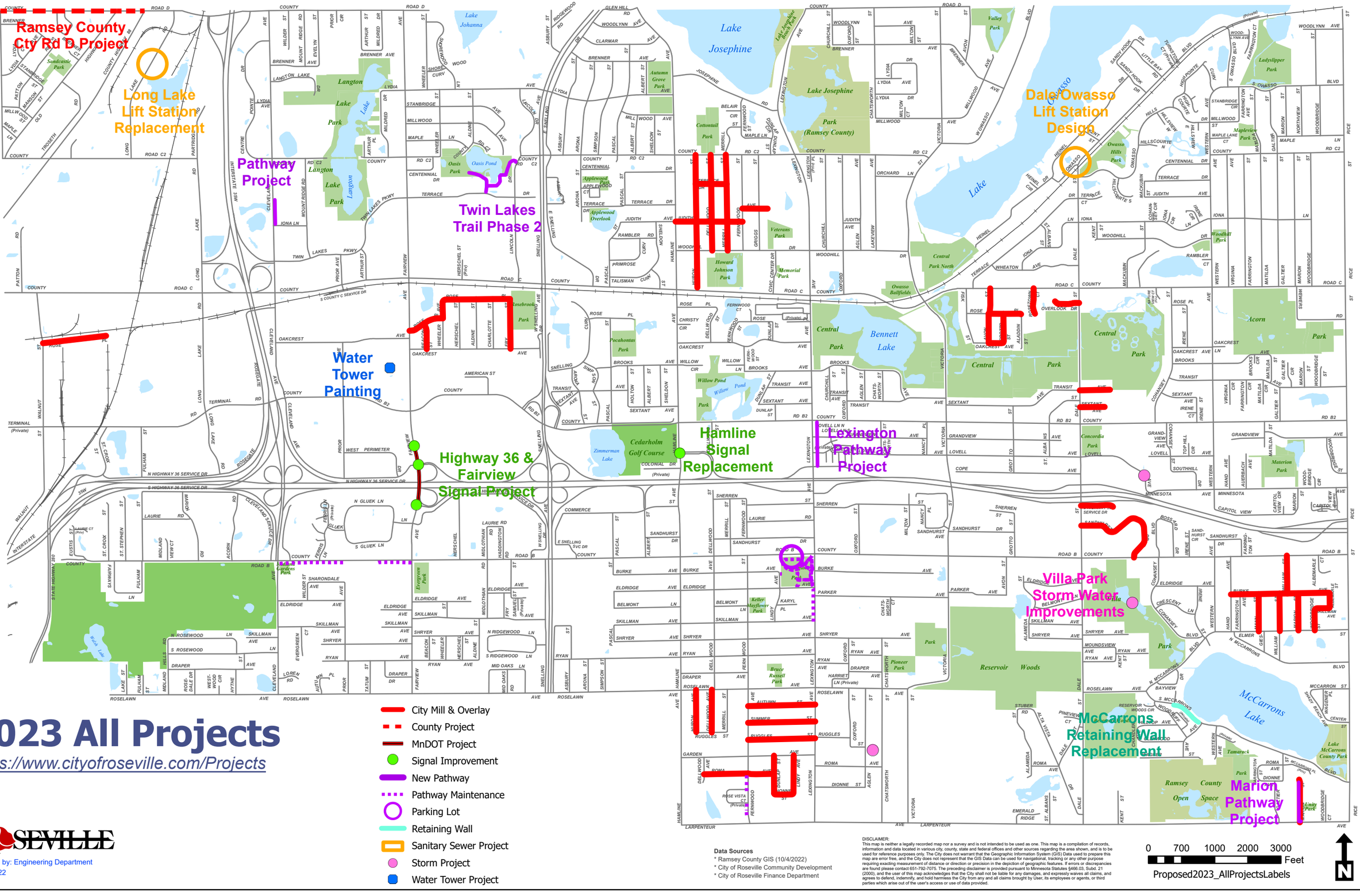
STAFF RECOMMENDATION

These improvements are recommended for construction in 2023. Additional utility improvements may be identified at a later date and brought to the Council for authorization. All projects will come back to the City Council for further action.

REQUESTED COUNCIL ACTION

Consider motion to approve the Public Works 2023 Work Plan for street and utility improvements.

Prepared by: Jesse Freihammer, Public Works Director
Attachments: A: 2023 Proposed All Project Map
B: Proposed PMP Projects
C: Proposed Watermain Projects
D: Proposed Sanitary Projects
E: Proposed Storm Projects
F: Proposed Pathway Projects
G: PWETC Minutes
H: Presentation



2023 All Projects

https://www.cityofroseville.com/Projects

- City Mill & Overlay
- County Project
- MnDOT Project
- Signal Improvement
- New Pathway
- Pathway Maintenance
- Parking Lot
- Retaining Wall
- Sanitary Sewer Project
- Storm Project
- Water Tower Project

ROSEVILLE

Prepared by: Engineering Department
11/21/2022

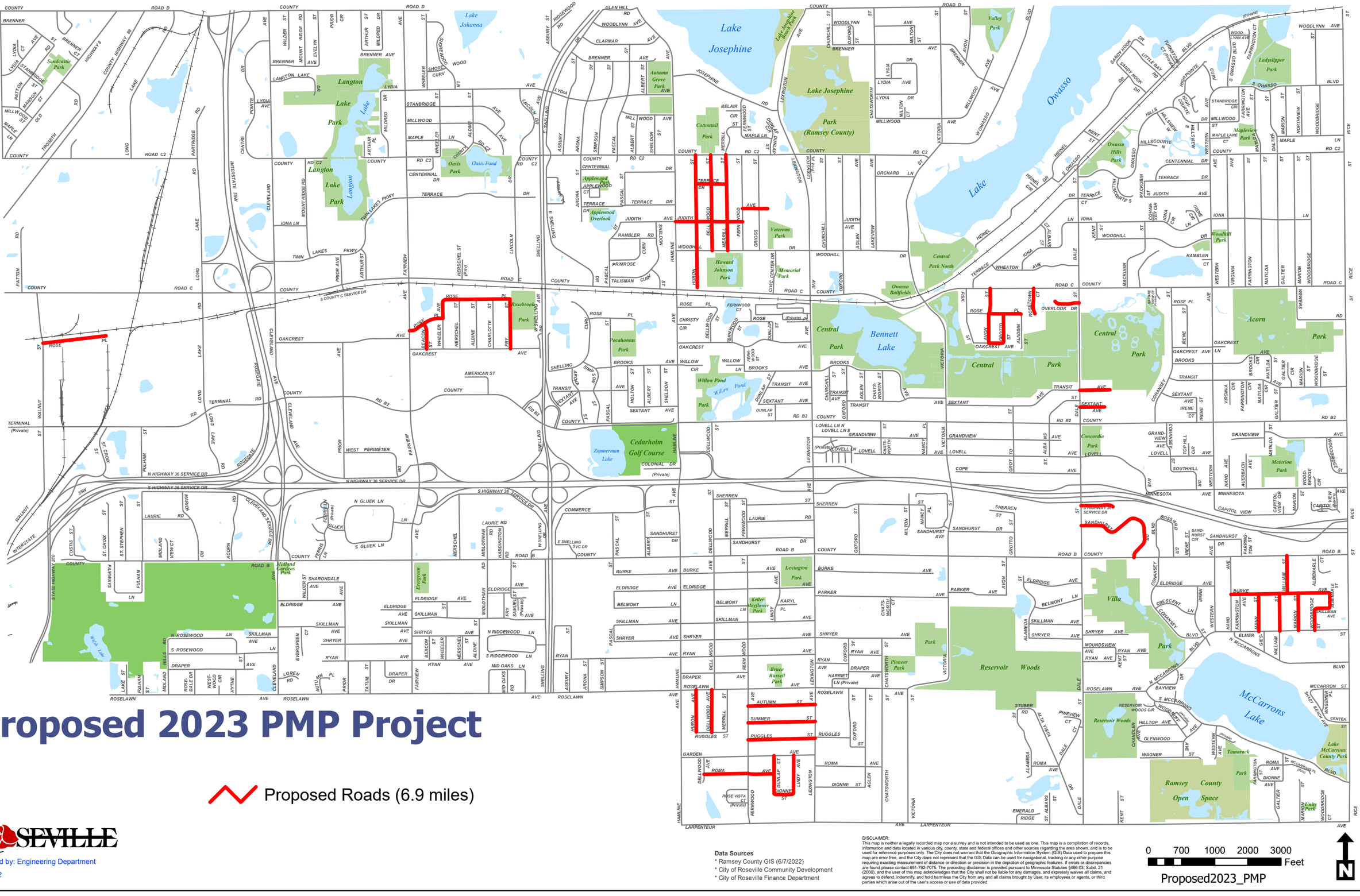
Data Sources
* Ramsey County GIS (10/4/2022)
* City of Roseville Community Development
* City of Roseville Finance Department

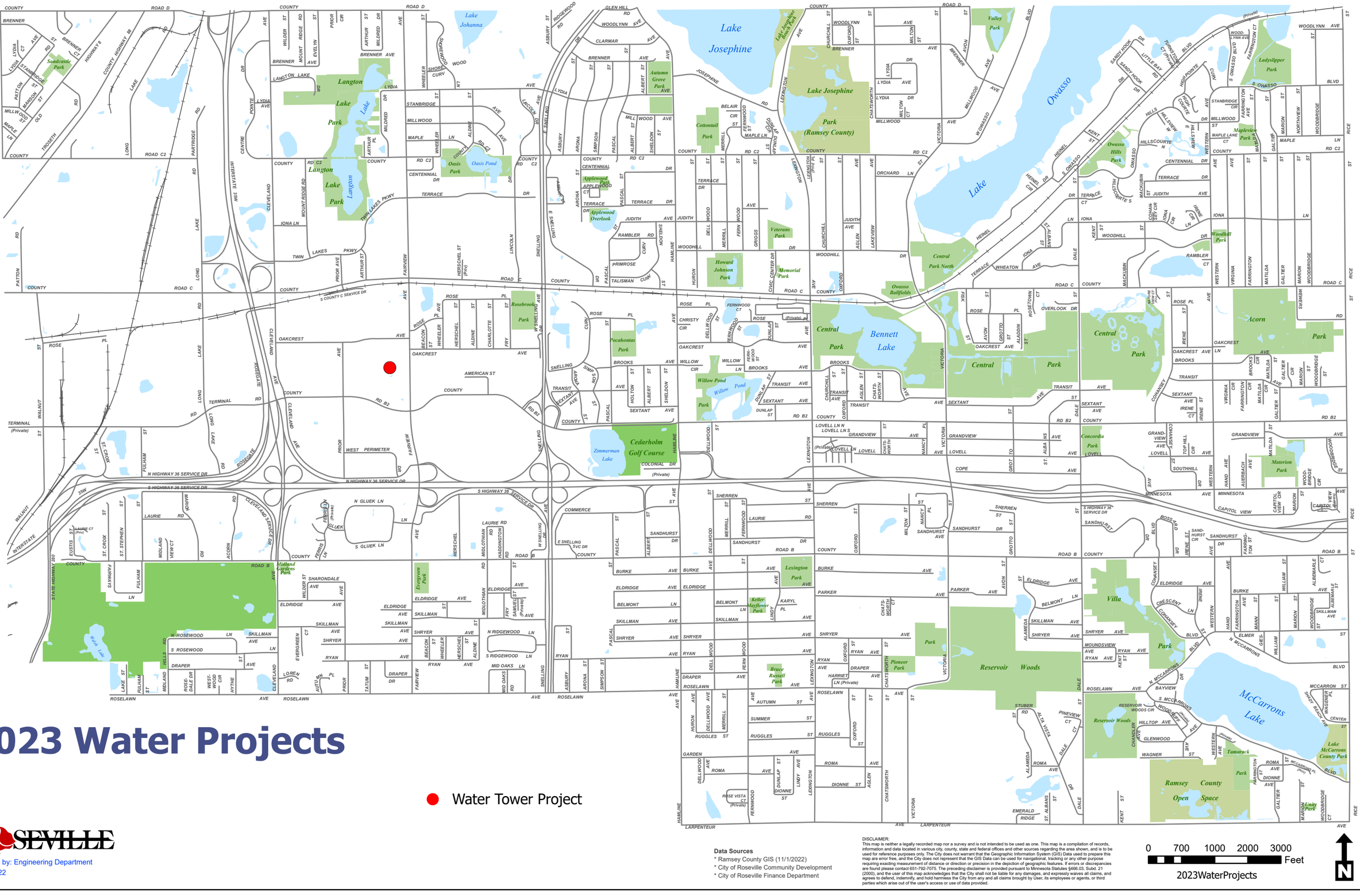
DISCLAIMER:
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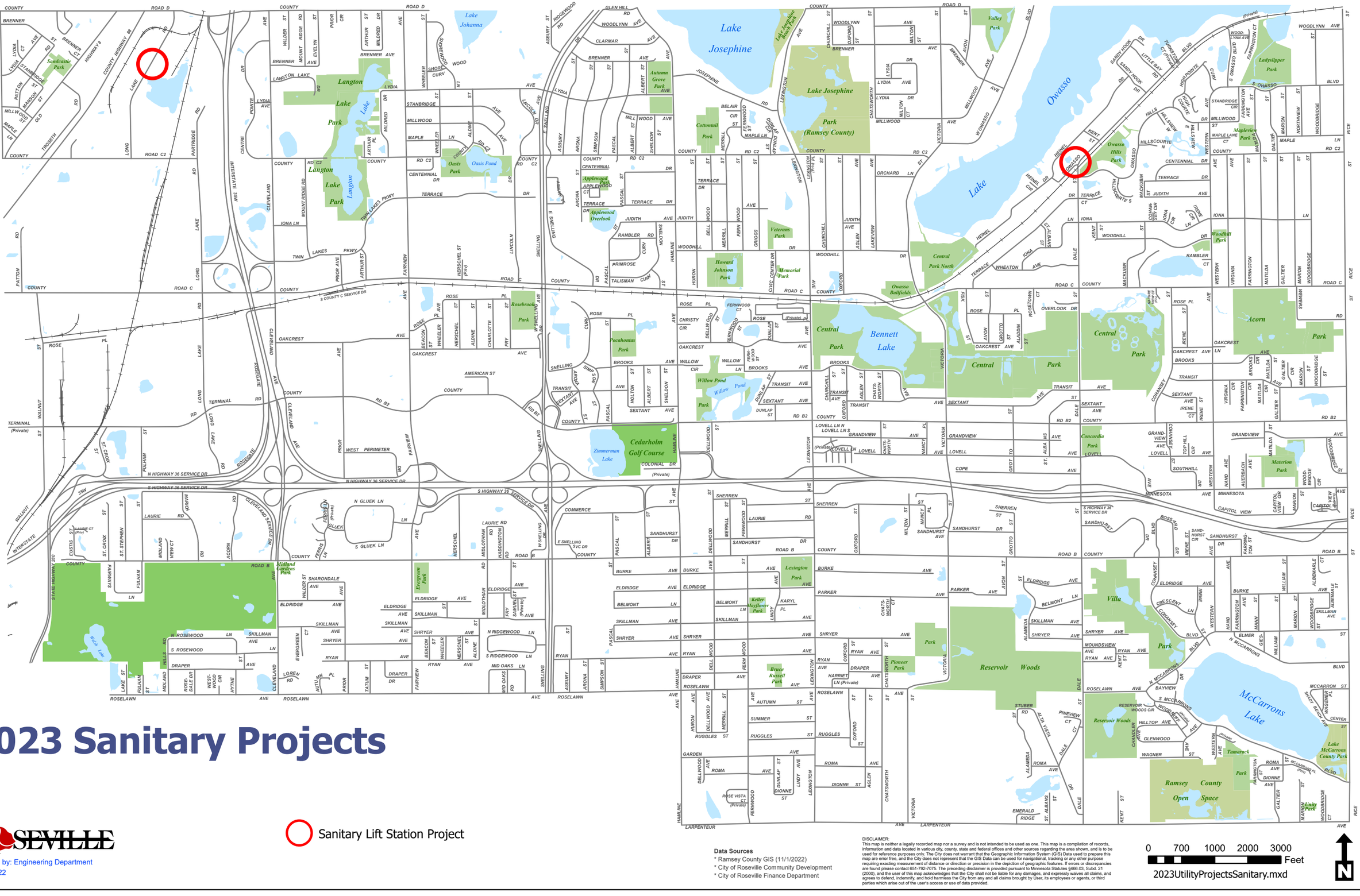
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Proposed2023_AllProjectsLabels

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Owasso
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Bennett Lake
McCarrons Lake
Zimmerman Lake
Wabs Lake
Langton Lake Park
Sandcastle Park
Oasis Pond
Oasis Park
Cottontail Park
Lake Josephine Park (Ramsey County)
Lake Josephine Beach Park
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Maplevieu Park
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Veterans Park
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Rosebrook Park
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Pioneer Park
Villa Park
Reservoir Woods
Reservoir Woods Park
Tamarack Park
Ramsey County Open Space
Lake McCarrons County Park
Materion Park
Concordia Park
Unity Park
Applewood Overlook
Rose PL
Oakcrest Ave
Rambler Rd
Primrose
Talisman Curv
Judith Ave
Terrace Dr
Woodhill
Orchard Ln
Millwood Ave
Brenner Ave
Glen Hill Rd
Woodlynn Ave
Clarmar
Lydia Ave
Josephine Rd
Maple Ln
Belair Cir
Fernwood St
Dunlap St
Lexington
Churchill
Oxford
Milton St
Chatsworth
Victoria
Millwood
W Owasso
Kent St
Heinel Dr
S Owasso
Sandy Hook Dr
Little Bay Rd
Tanglewood Ct (Private)
Highpointe Curv
Highpointe Ct
Stanbridge Cir
Hillscourte E
Hillscourte N
Hillscourte S
Centennial Dr
Mackubin
Iona
Irene
Comanche Cir
Western
Virginia
Farrington
Matilda
Galtier
Marion
Woodbridge
Northview
Rice St
Wheaton Ave
Alanna St
Dale
Fox
Rosetown Ct
Overlook Dr
Aldine
Charlotte
Fry
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Wheeler St
Beacon St
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Snelling Ave
Simpson
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Albert St
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Fern Wood
Griggs
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Asbury
Ridgewood
Lydia
Langton Lake Rd
Arthur St
Arthur Pl
Mildred Dr
Wilder St
Mount Evelyn
Prior Cir
Ponte Dr
Centre Dr
Twin Lakes Pkwy
Mount Ridge Rd
Iona Ln
Cleveland
Fairview
Lincoln
Herschel St (Pkwy)
Prior Ave
Terminal Rd
Rosedale
Walnut
Long
Lake
Patton
Highcrest
Partridge
Troseth
Long
Manson St
Old Hwy 8
Stanbridge
Patton
Lydia Ct
Brenner Ct
Highway 8
County Highway 96
Interstate 35W
Roseville
Cleveland
Fulham
Terminal (Private)
St Croix St
St Stephen
Eustis St
Laurie Rd
Midland
View Ct
Acorn
Marach Rd
Cleveland Service Dr
Ferndale
Gluek
N Gluek Ln
S Gluek Ln
Commerce
Sherren
Sandhurst
Burke Ave
Eldridge Ave
Belmont Ln
Skillman Ave
Shryer Ave
Ryan Ave
Draper
Roselawn Ave
Midvale
Fairhaven
Fulham Ln
Lake St
Rose Dale Dr
Westwood Cir
Hythe
Autumn Pl
Pibor
Tatum St
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Cleveland
Loren Rd
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Rose PL
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Willow Ln
Holton St
Albert St
Sheldon St
Sextant Ave
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Dunlap St
Fernwood Ct
Christy Cir
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Fern Wood
Curv
Simpson
Arona
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Ridgewood
Lydia


Lake Josephine
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McCarrons Lake
Owasso
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Lake Josephine
Langton Lake
Central Park



2023 Sanitary Projects

ROSEVILLE

Prepared by: Engineering Department
11/15/2022

Sanitary Lift Station Project

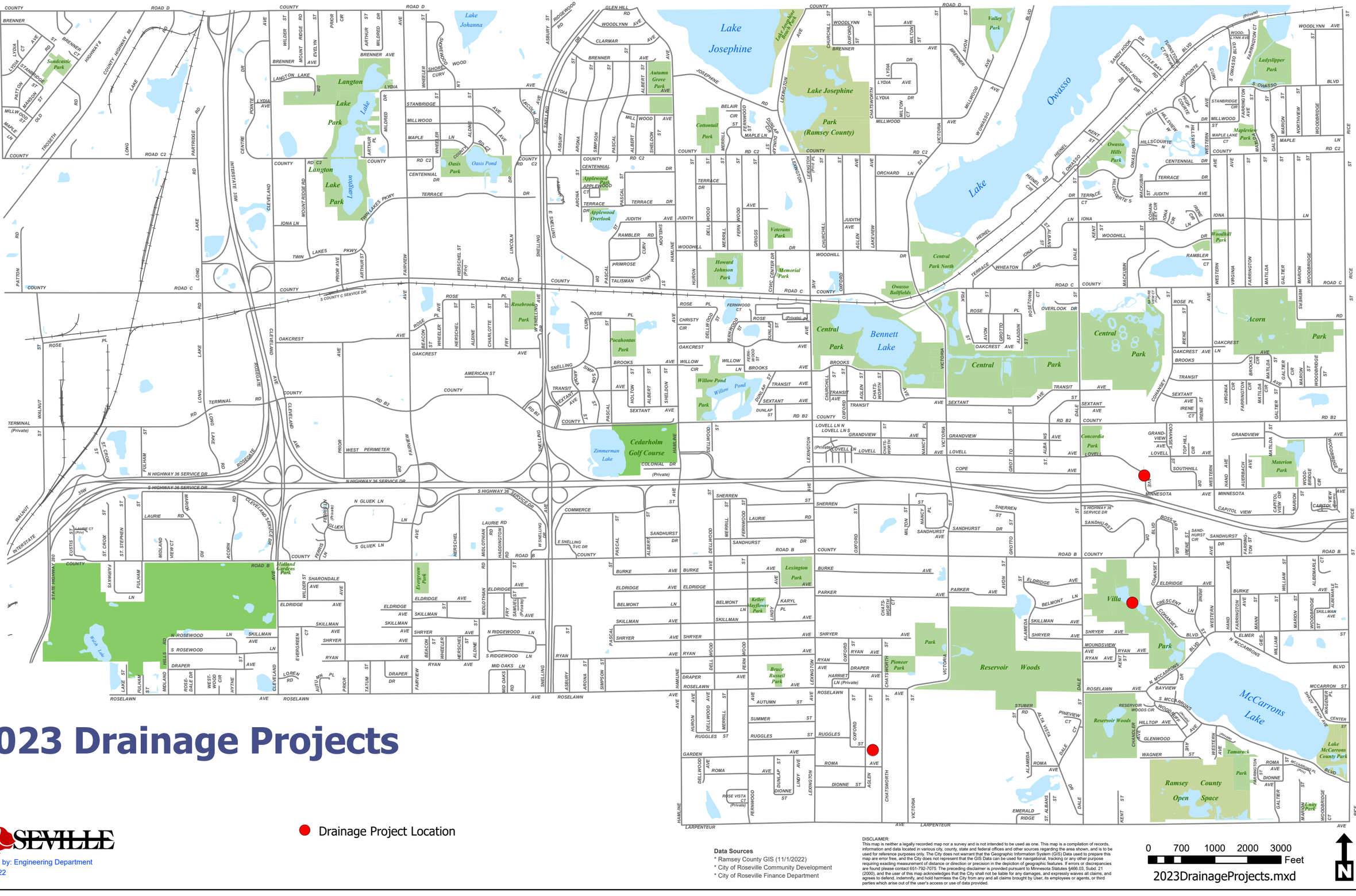
Data Sources
* Ramsey County GIS (11/1/2022)
* City of Roseville Community Development
* City of Roseville Finance Department

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2023UtilityProjectsSanitary.mxd

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2023 Drainage Projects

ROSEVILLE

Prepared by: Engineering Department
11/15/2022

● Drainage Project Location

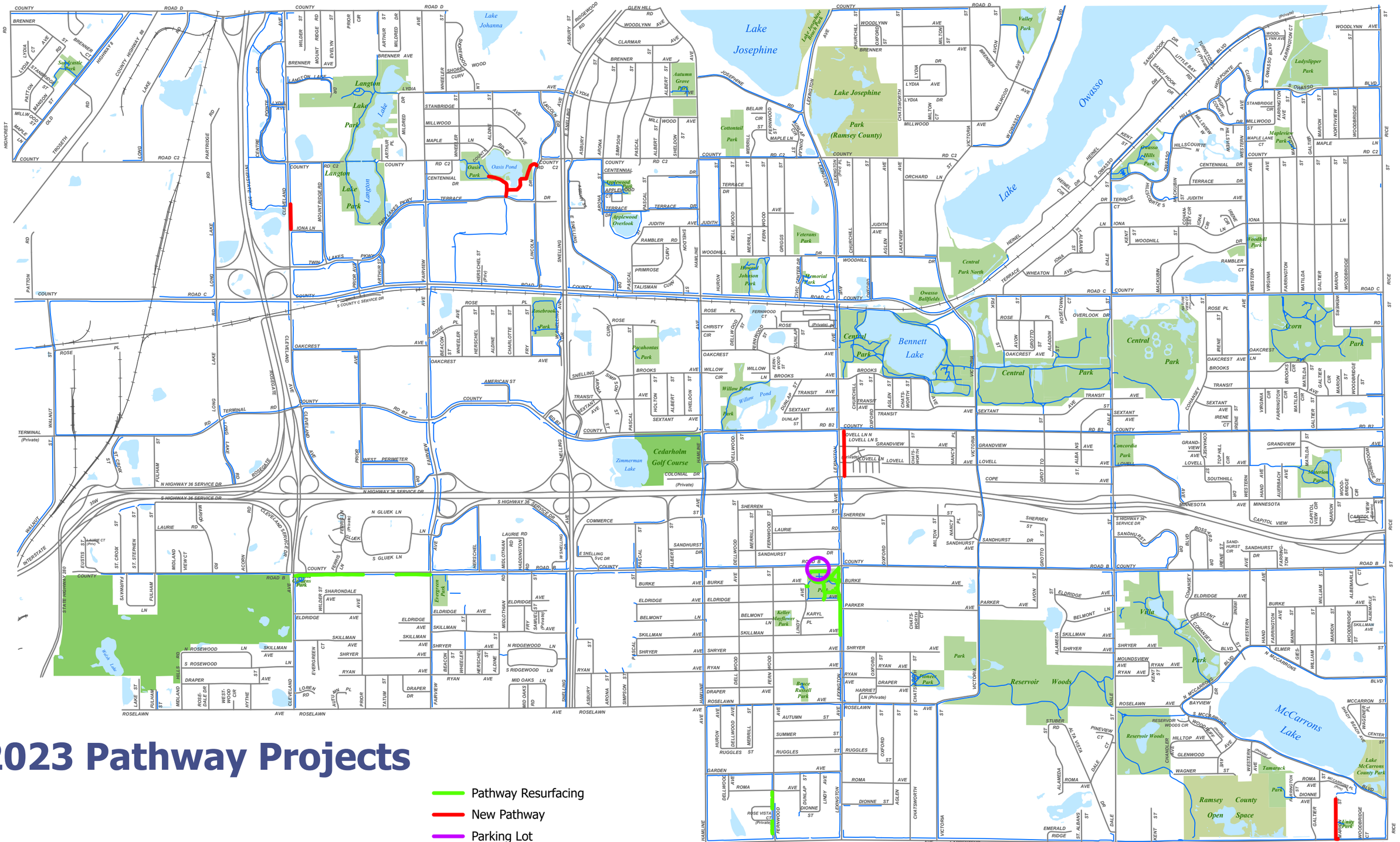
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2023DrainageProjects.mxd

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Owasso
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Bennett Lake
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Villa Park
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Tamarack Park
Unity Park
Keller Mayflower Park
Bruce Russell Park
Pioneer Park
Evergreen Park
Parkview Park
Sandra Lee Anderson Park
Sarah Lake
Wade Lake
Reservoir Woods
Sandhurst Dr
Roseville Golf Course
Roseville Ice Center
Roseville Skating Center
Roseville Area Middle School
Roseville Area High School
Roseville Area Middle School - Parkview Campus
Roseville Area Middle School - Southview Campus
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Roseville Public Works, Environment and Transportation Commission
Excerpt of Meeting Minutes

Tuesday, November 22, 2022, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

DRAFT

1. Public Works 2023 Work Plan

Public Works Director Jesse Freihammer explained that each year Public Works staff monitor and evaluate the condition of City infrastructure for development of ongoing maintenance and replacement needs plans. He presented the 2023 Work Plan to the Commission and asked for comments.

Member Hodder asked how the City's pavement management reserves look like as far as the budget over the next few years.

Mr. Freihammer indicated short term it is doing okay. Long term, it will still need to be a discussion item, but the City Council does keep putting little chunks of money into it and the department has been consistent on what is being spent. He noted the City is good for the next ten years, longer term than that, certainly depending on which way inflation goes with costs like that the reserves may need to be re-evaluated.

Chair Ficek inquired, for the Hamline/36 replacement he assumed this is trying to be done before work starts on Fairview so that, if traffic diverts, it can go through and he wondered if this will be turned into an all-way stop for the school when lots of people are going through there.

Mr. Freihammer explained that project was supposed to happen this fall; both are MnDOT projects and there is a chance for delay, but he did know MnDOT wanted to start that early and he knew it would be before school. The County was confident that the all-way stop may work pretty solid and were not concerned about it being delayed for vehicles. A temporary signal was not justified for that.

Chair Ficek indicated Mr. Freihammer mentioned about doing services for Falcon Heights as well and might get up to one thousand hours or half a full-time staff person and he wondered what the City's agreement is with Falcon Heights and how that works.

Mr. Freihammer reviewed the Falcon Heights agreement and services being performed for them.

Chair Ficek indicated there are a lot of funding opportunities out there and he wondered if the City is applying for any of them.

Mr. Freihammer explained a lot of the big stuff, Roseville, as an individual project is a little more difficult to fund for. Staff is looking for opportunities where available and the City has been working with the County on some of the different funding options. He noted the City just got funding from Ramsey County and will be doing a study of critical corridors.

DRAFT

Attachment H

2023 Work Plan

Public Works Department

ROSEVILLE

2023 Public Works Work Plan

2022 Accomplishments

Developments/Permits

- Right of Way Permits - 246
- New Erosion Control Permits – 44
  - Currently opened sites - 42
- Erosion Control Inspections – 496
- Building Permits Reviewed – 295
- Traffic Studies for Developments - 2
- Plat Development Reviews - 4

Miscellaneous

- Civic Campus Master Plan Study
- Easement & ROW Vacations - 6
- Engineering services for Falcon Heights
  - 643 hours

Construction

- Resurfaced 9.50 miles of roadway
- Resurfaced 0.40 miles of pathways
- Install 4 new pathway segments resulting in 0.5 miles of new pathways
- Replaced 0.50 miles of watermain
- Lined 5.9 miles of sanitary sewer
- Completed 1 major sewer repair
- Installed new underground storage (Simpson Street & Cty. Rd C2)
- Resurfaced 3 parking lots

Maintenance

- Meter Replacements – 729
  - 85-90% were radio issues.
- Watermain Breaks – 38
- Plow Events (2021-2022 Winter) - 21



2023 Public Works Work Plan

2022 Accomplishments

Sustainability

- Implemented the city's Energy Action Plan
- Created a Sustainable Steward Award Program to recognize properties that make energy efficient improvements
- Maintained GreenStep Cities Step 5
- Created a bi-monthly newsletter that focuses on Sustainability.
- Prioritized public property locations for potential installation of EV chargers
- Added Tapped and Uncorked as a Zero Waste Event
- Attended several events to promote sustainability (Earth Day, Rice/Larpenteur Alliance – Community in Bloom, Summer Block Party, Taste of Rosefest & LWV EV Fair)
- Created an EV resource page on the city website for residents
- Developed sustainability branding/logo for the city alongside Sustainable Steward Award Program
- Worked with Community Development and HKGI to add new sustainable land use incentive checklist to phase 2 zoning code update

Energy Action Plan Stats

- Contacted over 3,000 households, including 1,500 low-income households, with information about energy saving rebates, the Energy Assistance Program, and Home Energy Squad opportunities
- Contacted over 100 businesses and visited 60 in person to promote free energy audits for businesses
- Attended 7 local events throughout the year to promote energy efficiency & renewable energy
- Roseville leads cities participating in the Intercity Home Energy Squad Challenge in Home Energy Squad visits per capita as of December 2022
- Gave away over 20 free HES visits to residents (and counting) to help Xcel Energy and CEE promote Home Energy Squad
- Distributed over 500 flyers to local food shelves and food distribution events
- Worked to translate our Energy Burden flyer into Nepali for local Bhutanese immigrants

2023 Public Works Work Plan

Work Plan Introduction









2023 Public Works Work Plan

Work Plan Introduction



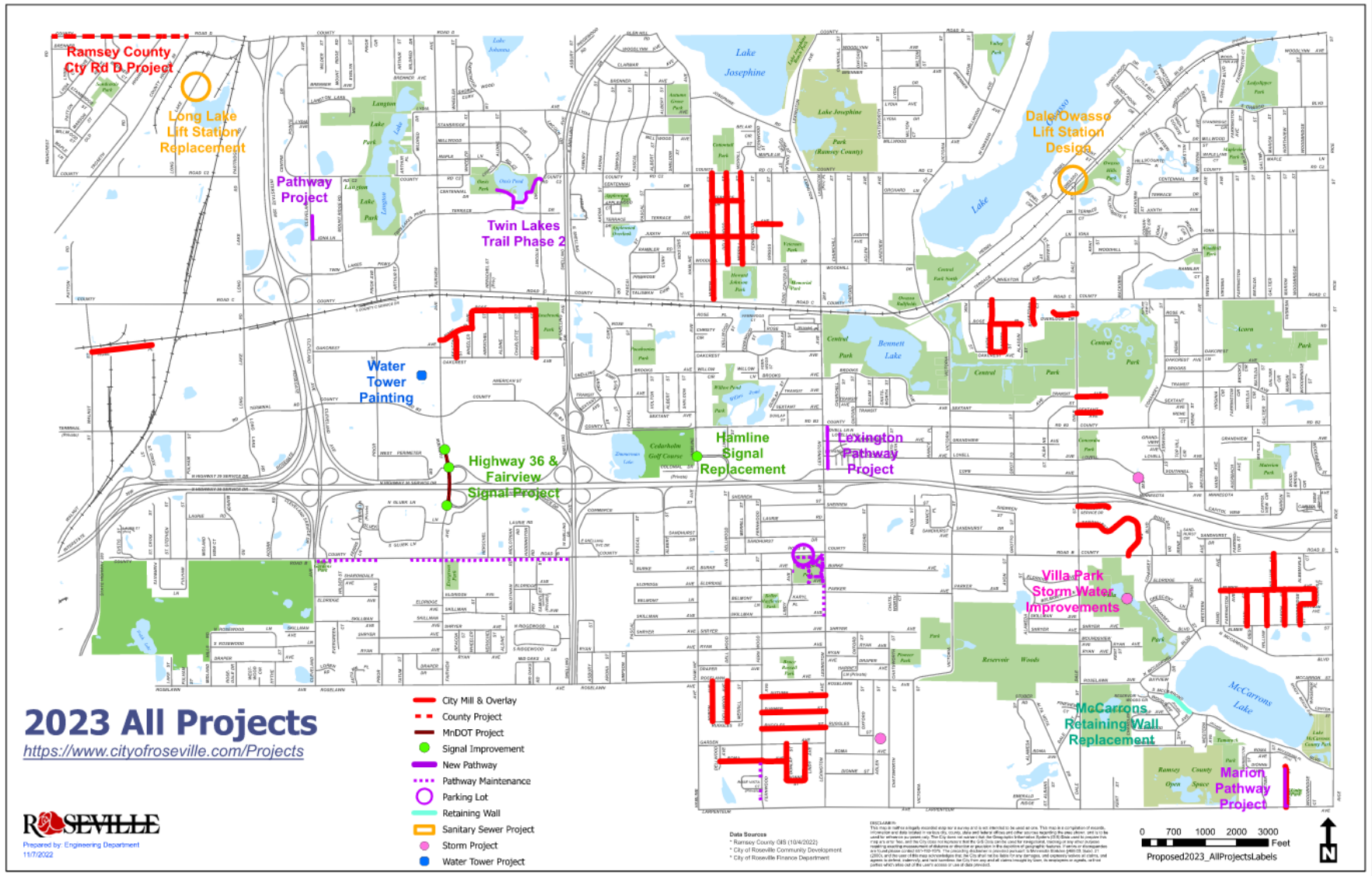






2023 Public Works Work Plan

Work Plan Introduction



Work Plan

The work plan addresses infrastructure maintenance needs and improvement needs in all functional groups within public works:

- Pavement Management
- Pathway, Sidewalks and Trails
- Water Distribution System
- Sanitary Sewer System
- Storm Water System
- McCarrons Retaining Wall
- Sustainability/Recycling
- Other Agency Projects in Roseville

2023 Public Works Work Plan

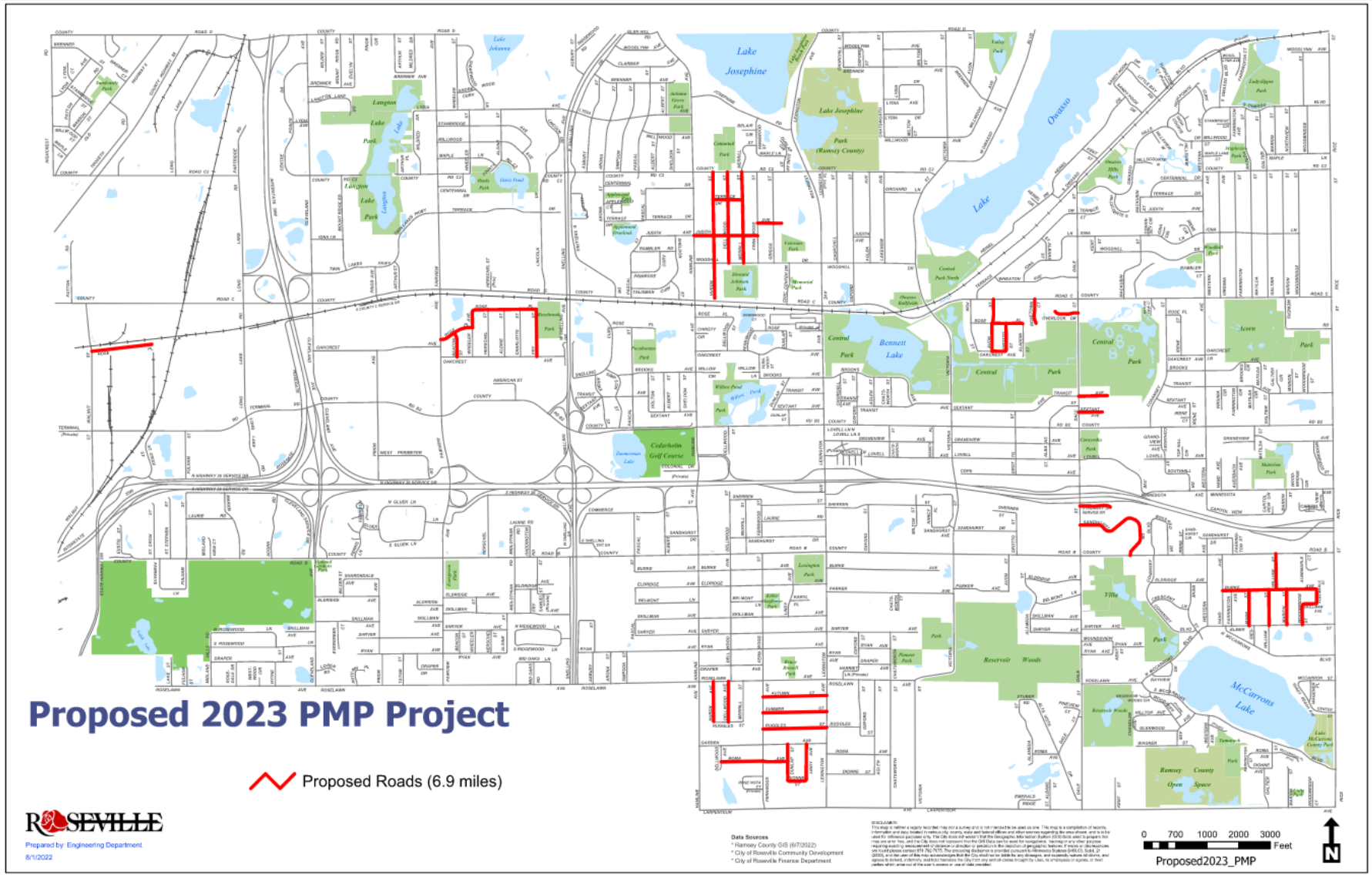
2023 Pavement Management Plan

Mill and Overlay Projects

- *6.9 miles of Local Roads*
- *No Municipal State Aid*

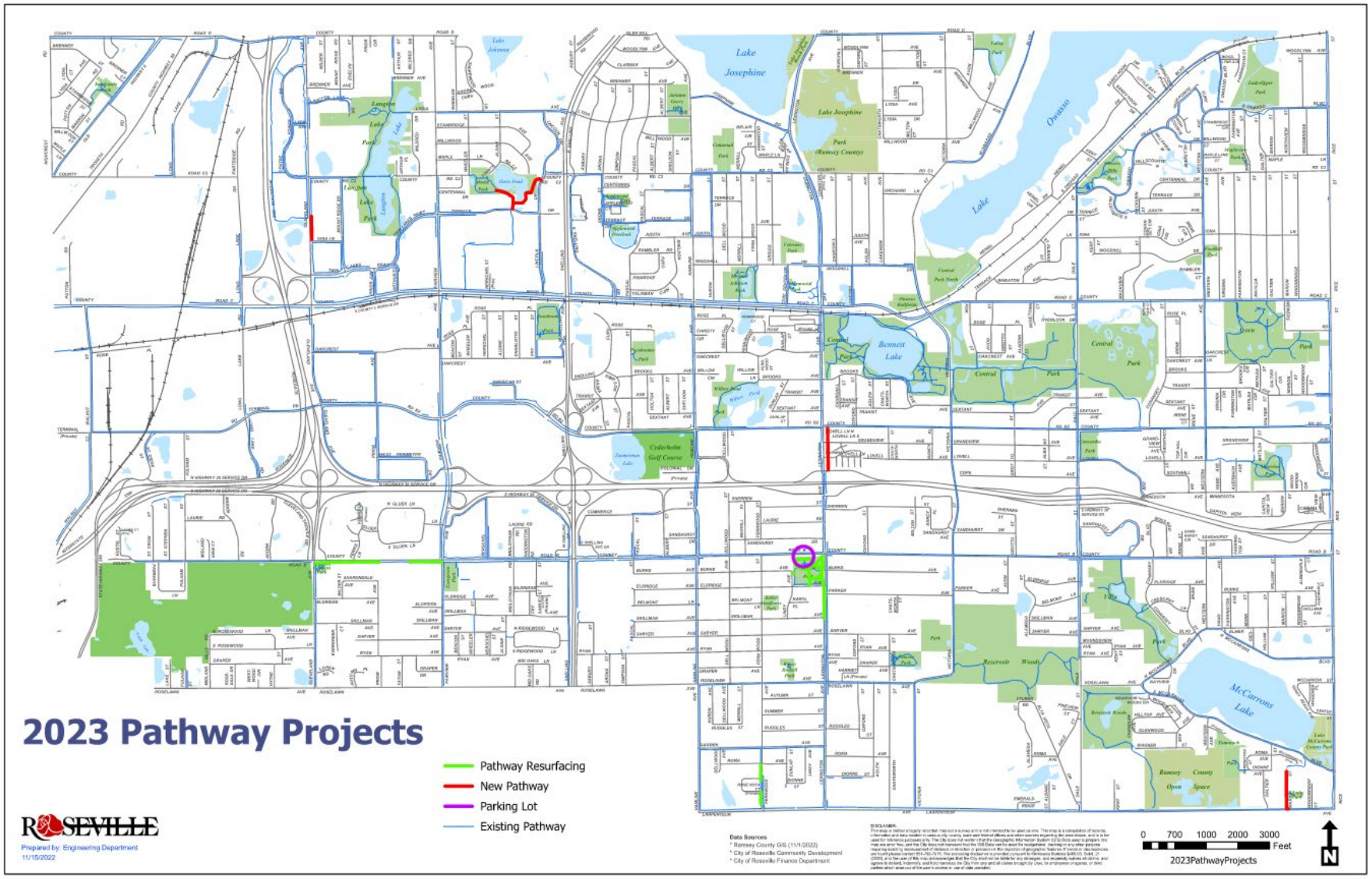
Miscellaneous

- *ADA ped ramp upgrades*



2023 Public Works Work Plan

Pathway Improvements



Pathway Improvements

New Pathways – 0.41 miles

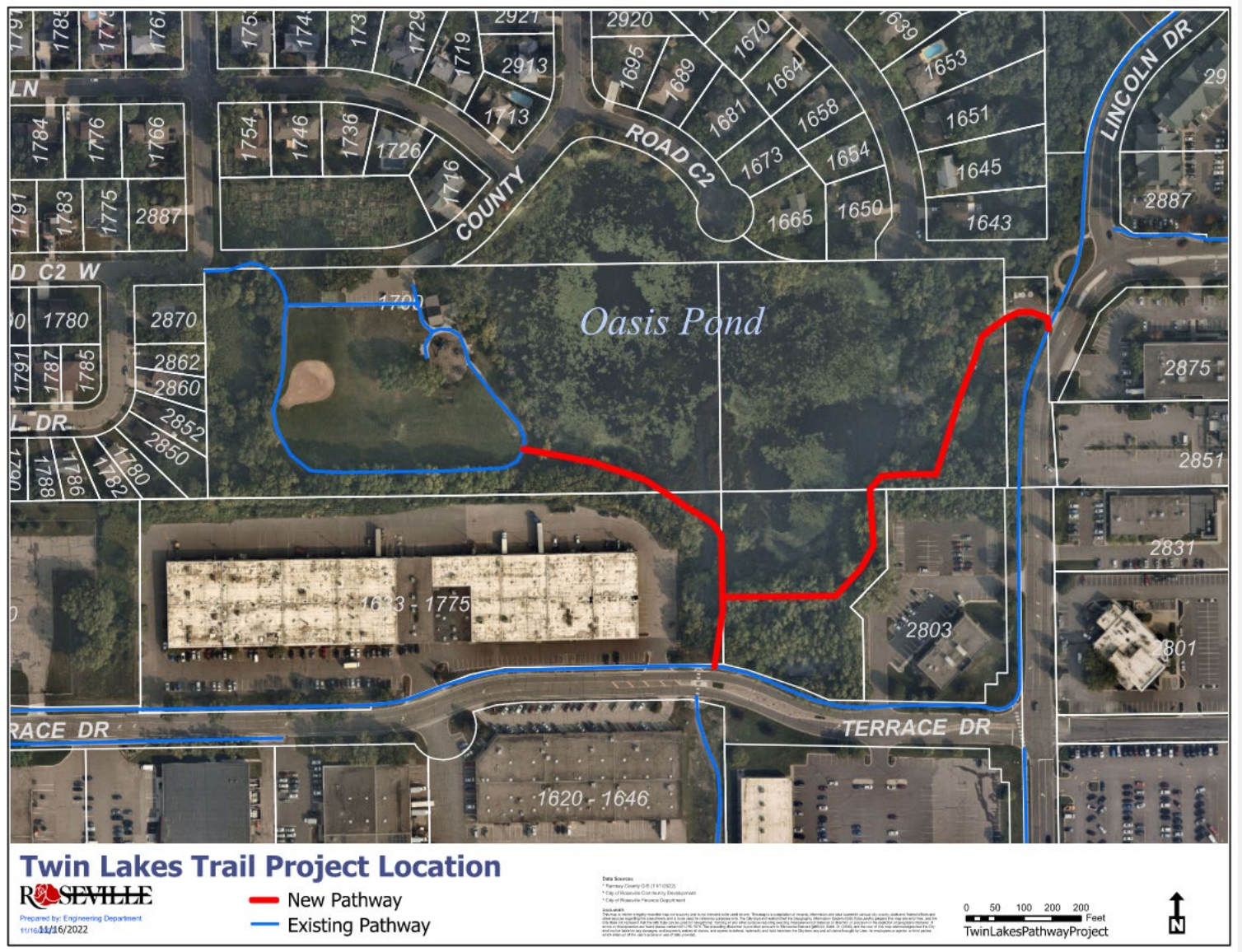
- Twin Lakes Trail Phase 2
  - Connect existing Twin Lakes Trail pathway from Terrace into Oasis Park.
- Lexington Avenue
  - Fill gap in network between TH 36 and County Road B2
- Marion Street Pathway Phase 2
  - Connect existing Marion Street pathway form the cul-de-sac to Larpenteur Avenue.
- Cleveland Avenue
  - Fill gap in network between Iona Avenue and Colder Products

Resurfacing – 2.21 miles

- County Road B, Lexington Avenue
- Lexington Park
- Lexington Park Parking Lot

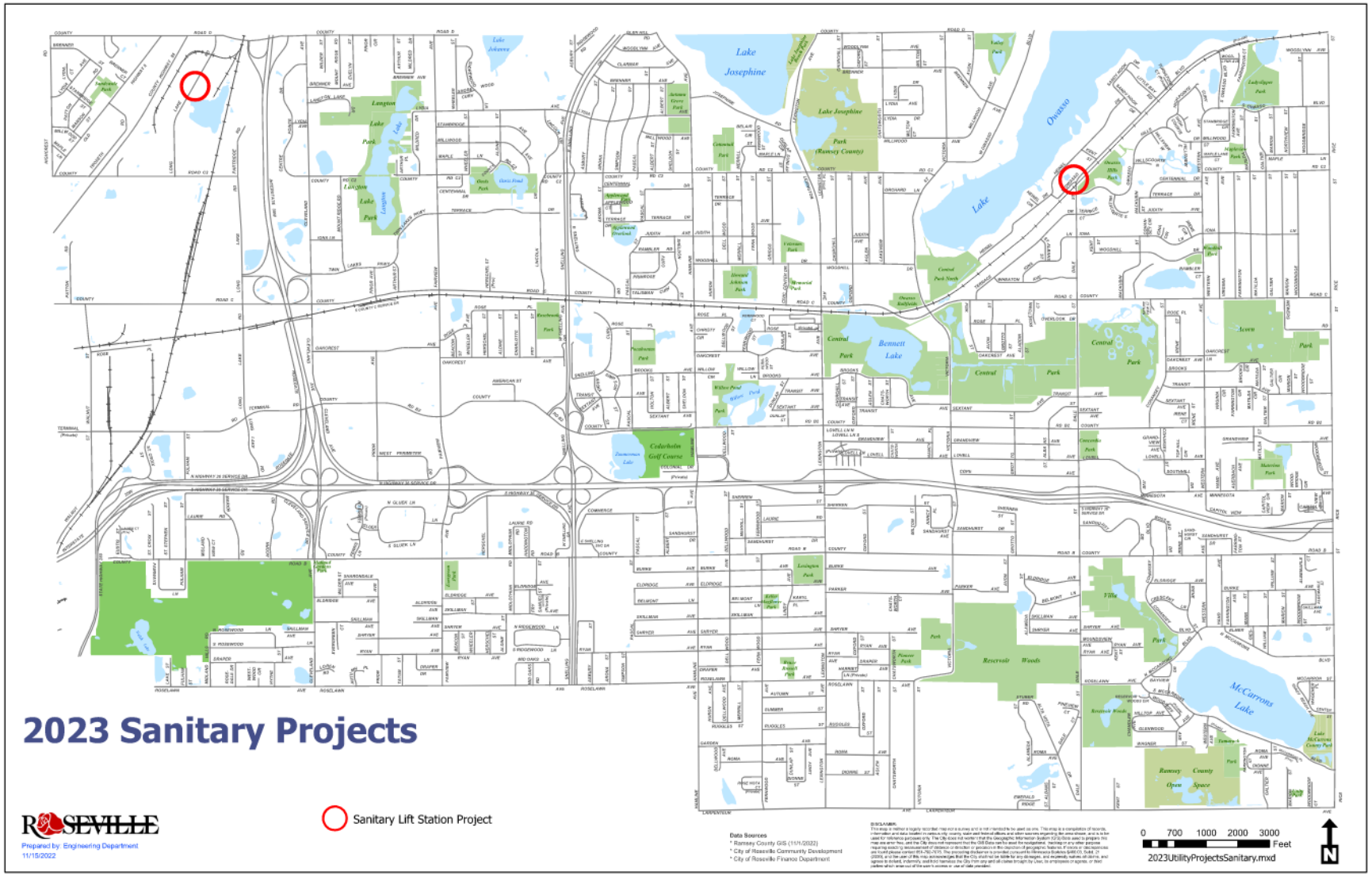
2023 Public Works Work Plan

Twin Lakes Trail Phase 2



2023 Public Works Work Plan

Sanitary Sewer Projects



Long Lake Lift Station Replacement

Install new grinder lift station and new force main to replace existing lift station.

Dale/Owasso Lift Station Replacement

Begin design process for upgrading the lift station which would include upgrading pumps, controls and adding a backup emergency generator. Likely late 2024 construction.

Sanitary Sewer Lining

No sewer lining

Miscellaneous Sewer Replacement

Miscellaneous PMP upgrades

2023 Public Works Work Plan

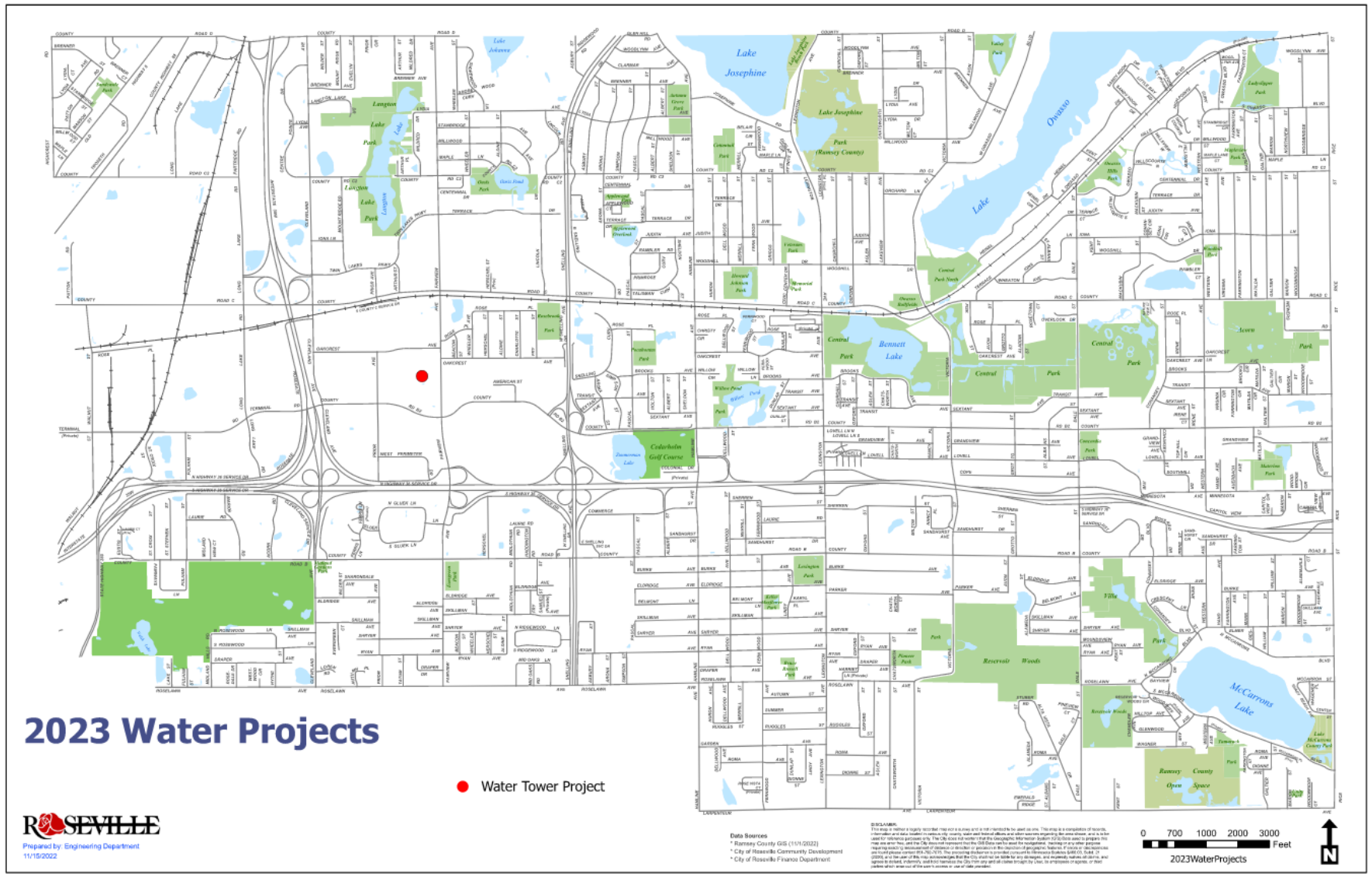
Water Distribution System Projects

Watermain Replacement

No watermain replacement in 2023

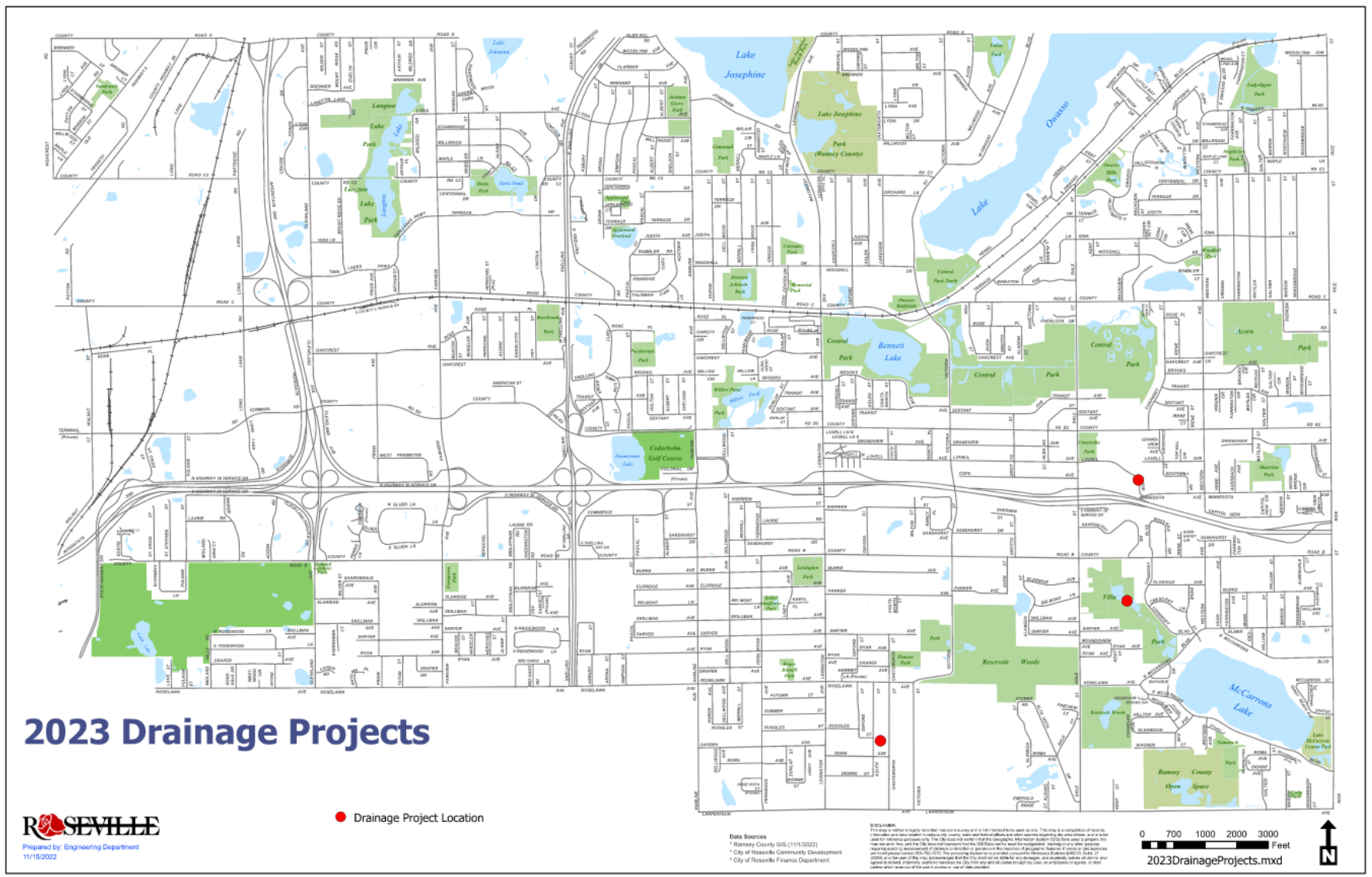
Watermain System

- *Water Service Insulation with PMP*
- *Water Tower Painting (Inside Tank)*
- *SCADA upgrades*
- *Misc. Hydrant Repairs*



2023 Public Works Work Plan

Storm Sewer System Improvements



Miscellaneous Storm Sewer Replacement

Miscellaneous upgrades during PMP

County Road D Outlet Repair

Storm Pond Upgrades

Villa Park Sediment Pond improvements and dredging

Concordia Meadows pond improvement

Miscellaneous

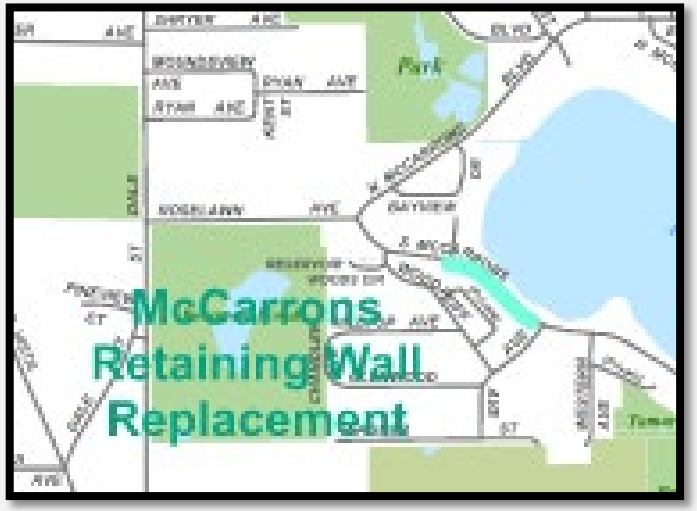
Improvement and expansion of city's drainage, flooding & water quality models

Partner with the U of M on research topics: street sweeping, storm pond functionality & enhanced stormwater treatment

Partner with Rice Creek Watershed District on Resilience Planning

2023 Public Works Work Plan

South McCarrons Retaining Wall Replacement

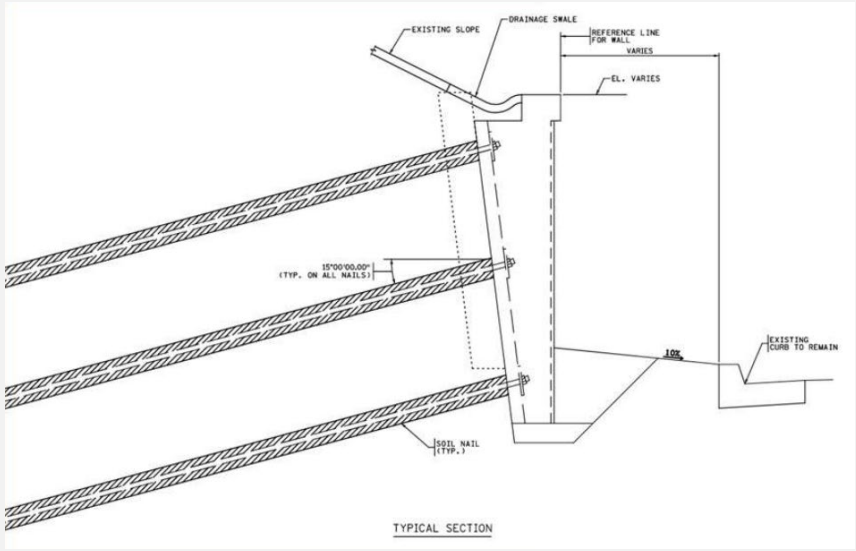


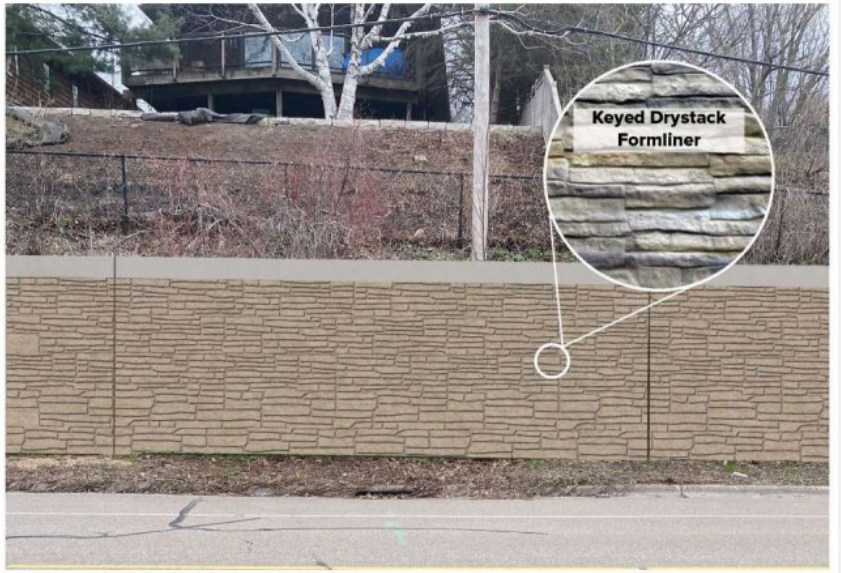




Along I-35W NB under I-694, Arden Hills October 2019

- Project will replace existing failing wall
- Original wall built in 1993
- New wall will be reinforced with soil nails
- New poured in place wall to create new surface
- Surface will be textured to look like the old wall
- 8-12 weeks of construction
- Municipal State Aid Funded
- ~$750,000





2023 Public Works Work Plan

Environmental/Recycling/Sustainability

Sustainability

- Energy Action Plan – continue implementation post-Partners in Energy "graduation"
    - Focus on faith organization outreach
- Less Mow May education & outreach
- Roseville Sustainable Steward Award Program
- B3 & GreenStep Cities updates and expansion
- Bi-monthly Sustainability newsletter
- Voluntary energy benchmarking program
- Sustainable land use incentives implementation with Community Development
- Community outreach & sustainability event planning
    - Earth Day
    - Rice/Larpenteur Alliance – Community in Bloom, Summer Block Party
    - Taste of Rosefest, Tapped & Uncorked
- Inflation Reduction Act education & outreach (residents & businesses)
- Bike planning
- Climate Action Plan (MPCA Grant Application process)

Recycling

- Prepare for Ramsey County curbside organics pickup program (late 2023/early 2024)
- Evaluate and expand educational opportunities for recycling in parks



2023 Public Works Work Plan

Other Agency Projects within Roseville



TH 36 Ramp & Fairview Avenue Improvements

- *Work will begin June 2023-August 2023*
- *Rebuild and realign the ramps at Hwy 36 and Fairview Ave.*
- *Reconstruct catch basins and drainage pipe along the new alignment*
- *Remove the concrete median and relocate signals to allow for the through movement of NB Fairview Ave. traffic to the Rosedale Mall's west entrance*
- *Reconstruct existing sidewalk along the roadway to meet Americans with Disability Act (ADA) standards*

2023 Public Works Work Plan

Other Agency Projects within Roseville

Minnesota Department of Transportation

- *Signal Replacement at Hamline Avenue and West Bound TH 36 ramps.*
  - *Access to Cederholm will be accommodated at all times.*
  - *Intersection will be a 4 way stop for the majority of the improvements.*
  - *Work will begin in April 2023*
- *TH 36 Ramp & Fairview Avenue Improvements*
  - *Work will begin June 2023-August 2023*

Ramsey County Public Works

- *County Road D Resurfacing*
  - *Highcrest Avenue – Old Hwy 8*
  - *4 Lane to 3 lane conversion.*
  - *Done in conjunction with Hennepin County Road 93 (37th Ave NE) to the west.*

Metropolitan Council Environmental Services

- *No projects planned at this time.*

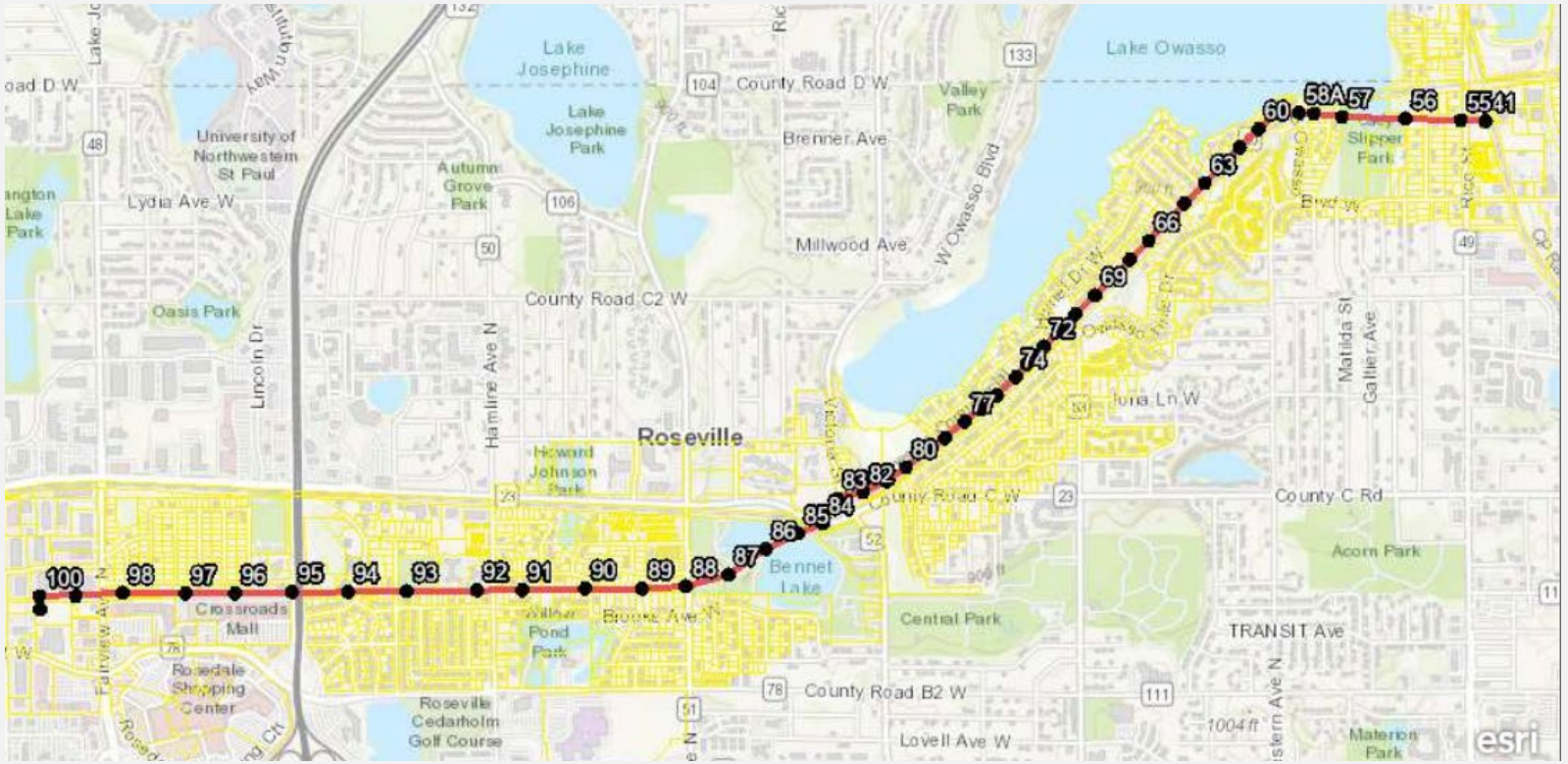
Watersheds

- *Capitol Region Watershed District*
  - *Villa Park Sediment Pond Improvements (in conjunction with Roseville)*
  - *Trout Brook Interceptor Flood Modeling Project*
  - *Targeted Watershed Program (installing raingardens in the McCarrons Lake area)*
- *Rice Creek Watershed District*
  - *Community Resilience Workshops*
- *Ramsey-Washington Metro Watershed District*
  - *No projects at this time*

2023 Public Works Work Plan

Other Agency Projects within Roseville

Xcel Energy®



Xcel Pole Replacement Project

- *Will replace the painted poles along the large transmission line between the substation by the water tower to the substation on Rice Street.*
- *They will use existing footings and the poles will be the same height.*
- *Work would start in late February and be completed by the Fall 2023.*
- *Each pole replacement will take approximately 1 week.*
- *Xcel will do a council presentation later in January.*
- *Xcel will be holding an open house early in 2023 and be notifying adjacent property owners.*

2023 Public Works Work Plan

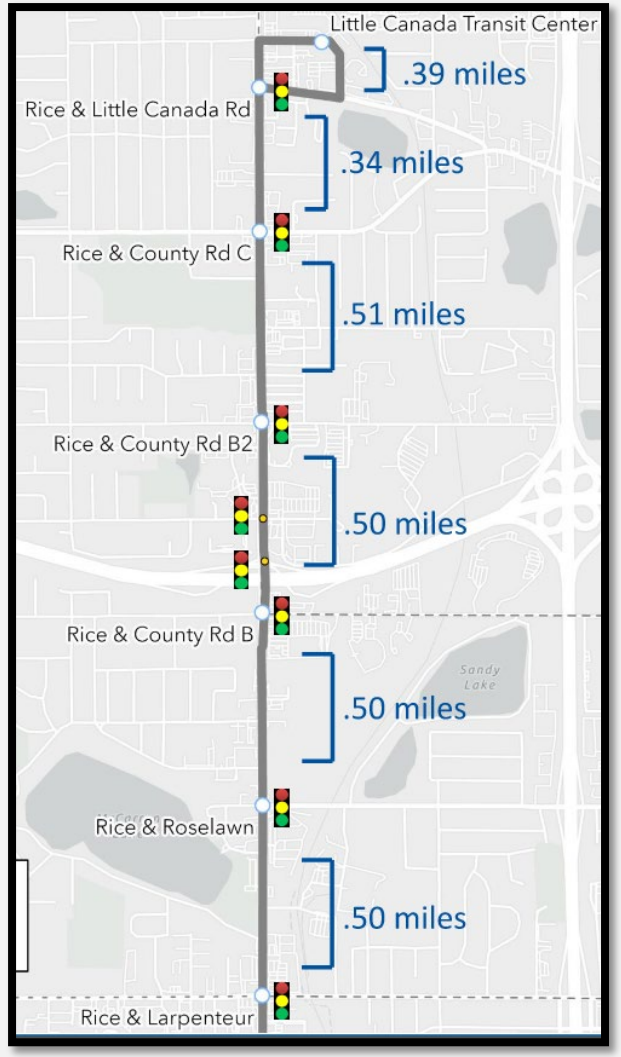
Other Miscellaneous Projects & Future Projects Under Planning or Design

Miscellaneous Project

- Local Roads Speed Limit Evaluation
  - PWETC will likely provide recommendation summer of 2023
- Snelling & County Road B Pedestrian Improvement Evaluation
  - Ramsey County Critical Corridor Funding
- Snelling Avenue Signal Battery Backup Installation
  - Working with MnDOT to install this system at Lydia and C2
  - Addresses safety issues by allowing signals to go to flashing red during a power failure instead of going dark.
- Begin looking at renewing water agreements with St. Paul Regional Water Services and Arden Hills
  - Both agreements expire at the end of 2024

Projects in Planning

- G Line Bus Rapid Transit
  - Rice Street, Larpenteur to County Road C2 (Roseville Segment)
  - ~2027 Construction
- Dale Street 4:3 Lane Conversion
  - Dale Street, Como Avenue to TH 36
  - 2024 Construction
- County Road B Reconstruction
  - Ramsey County Lead
  - Snelling Avenue to Lexington Avenue
  - 2024 Construction
- County Road B Reconstruction
  - City project
  - Eustis St to Cleveland Avenue
  - 2024 Construction

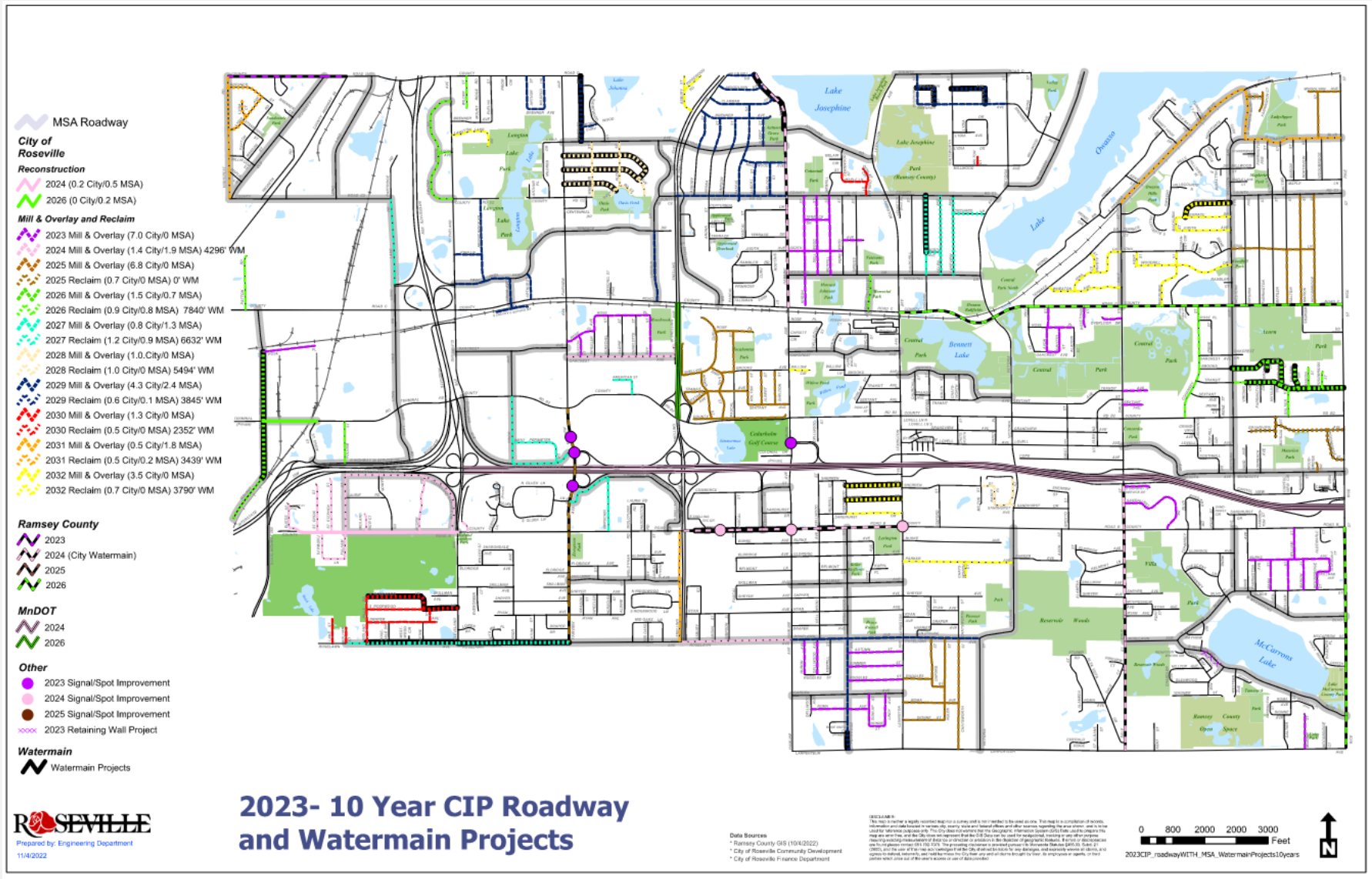


2023 Public Works Work Plan

Questions?

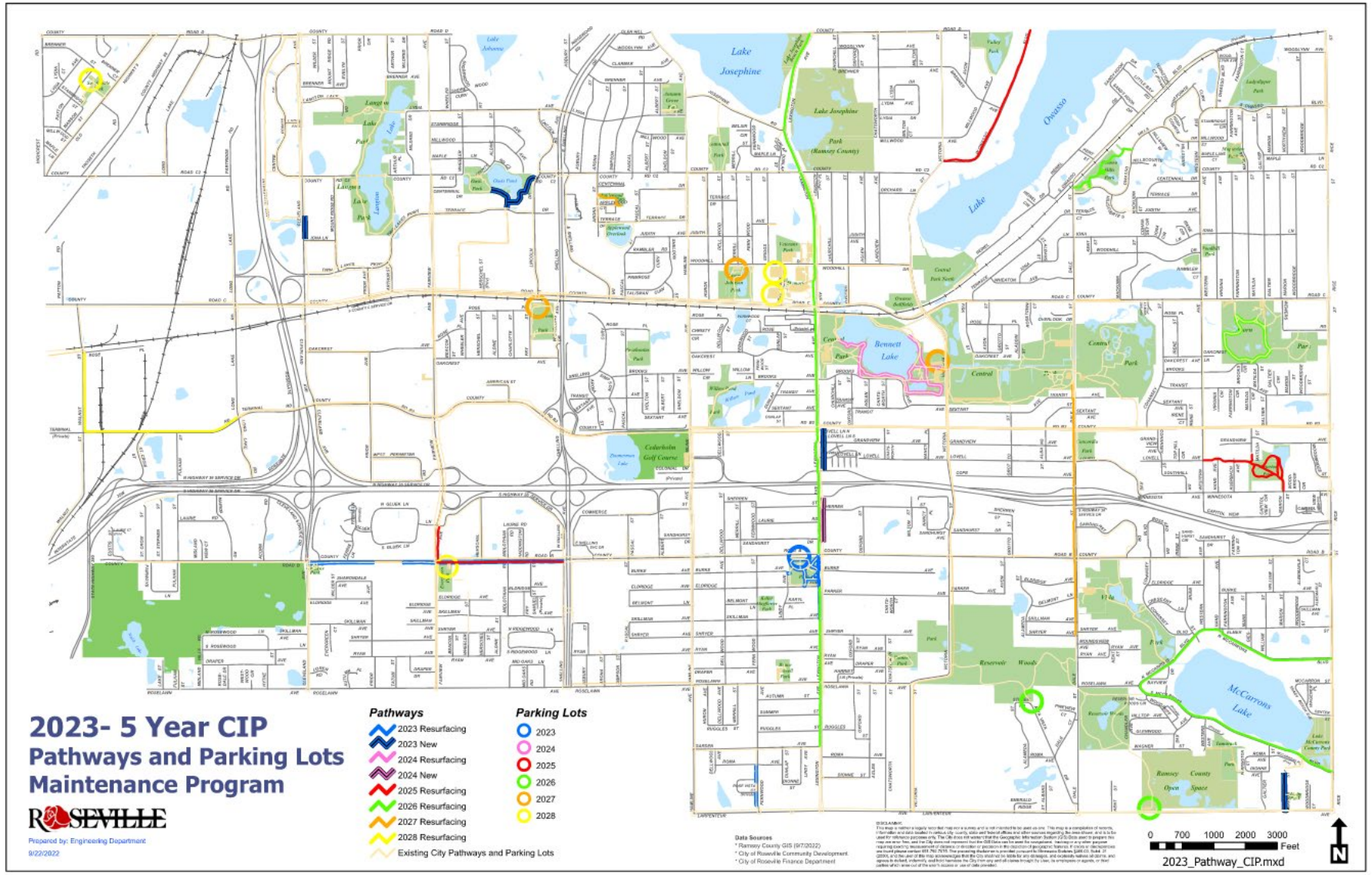
2023 Public Works Work Plan

Future Roadway CIP



2023 Public Works Work Plan

Future Pathway CIP



REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 7.d

Department Approval

City Manager Approval

Item Description: Appoint Acting Mayor for 2023

BACKGROUND

Minnesota State Statute 412.121, Acting Mayor, requires cities annually to designate an Acting Mayor among Councilmembers. The acting mayor shall perform the duties of the mayor during the disability or absence of the mayor, or in the case of a vacancy, until a successor has been appointed.

Year	Acting Mayor
2022	Councilmember Willmus
2021	Councilmember Groff
2020	Councilmember Laliberte
2019	Councilmember Laliberte
2018	Councilmember Laliberte
2017	Councilmember Etten
2016	Councilmember Willmus
2015	Councilmember Etten
2014	Councilmember Laliberte
2013	Councilmember Willmus
2012	Councilmember Willmus

POLICY OBJECTIVE

Required by Statute

BUDGET IMPLICATIONS

NA

RACIAL EQUITY IMPACT SUMMARY

NA

STAFF RECOMMENDATION

By motion, designate the Acting Mayor for 2023.

REQUESTED COUNCIL ACTION

Motion to designate the Acting Mayor for 2023.

Prepared by: **Katie Bruno, Deputy City Clerk**
Attachments: A. MN Statute 412.121

412.121 ACTING MAYOR.

At its first meeting each year the council shall choose an acting mayor from the council members. The acting mayor shall perform the duties of mayor during the disability or absence of the mayor from the city or, in case of vacancy in the office of mayor, until a successor has been appointed and qualifies.

History: *1949 c 119 s 15; 1969 c 9 s 83; 1973 c 123 art 2 s 1 subd 2; 1986 c 444*

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REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 7.e

Department Approval | City Manager Approval

Item Description: Discussion of Council Liaisons to various Groups and Committees

BACKGROUND

Each year the Council reviews, discusses and appoints Councilmembers to various commissions, community groups, task forces and other groups. The attached list includes 2019, 2020 and 2021 appointments.

Discussion of Council Liaisons could include:

- Changes to memberships
- Additional groups appropriate to have a Council or staff liaison
- Policy for selection and rotation of councilmembers to these groups
- Expectations (frequency, type of information) for reporting to the Council
- Level of activity that liaisons play

POLICY OBJECTIVE

To comply with Minnesota Statutes 424A.04 Subdivision 1(a).
Per Minnesota Statute 424A.04 Subdivision 1(a), the three municipal trustees of a Firefighter Relief Association must be one elected municipal official and one elected or appointed municipal official who are designated as municipal representatives by the municipal governing board annually and the chief of the municipal fire department.

BUDGET IMPLICATIONS

NA

RACIAL EQUITY IMPACT SUMMARY

NA

STAFF RECOMMENDATION

NA

REQUESTED COUNCIL ACTION

Motion to approve a Resolution designating appointments to various groups and committees, including the Fire Relief Association

Prepared by: Katie Bruno, Deputy City Clerk
Attachment: A. Resolution
B. 2020-2022 Council Memberships/Liaisons
C. MN Statutes 424A.04
D. Liaison Attendance

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was held on the 9th day of January, 2023 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 _____

RESOLUTION DESIGNATING REPRESENTATIVES TO VARIOUS GROUPS AND COMMITTEES INCLUDING THE FIREFIGHTER RELIEF ASSOCIATION

WHEREAS the Council appoints the following individuals to serve on the following groups and organizations; and

Group/Organization/Activity	**2023**
Northeast Youth & Family Services Board, Roseville Board Member	
North Suburban Communications Commission/North Suburban Access Corporation Board, Board Member	
Ramsey County League of Local Governments, Roseville Representative	
Visit Roseville	
Rice/Larpenteur Alliance Executive Committee	
Rice/Larpenteur Neighborhood Livability & Events Committee	
Rice/Larpenteur Economic Development & Transportation Committee	

Council Standing Subcommittees	**2023**

City Manager Performance Review	
Council Representative to Legislative Work	

WHEREAS, Per Minnesota Statute 424A.04 Subdivision 1 (a), the three municipal trustees to the Fire Relief Board must be one elected municipal official and one elected or appointed municipal official who are designated as municipal representatives by the municipal governing board annually and the chief of the municipal fire department.

NOW, THEREFORE, BE IT RESOLVED by the City Council (the "Council") of the City of Roseville, Minnesota (the 'City"), that the Council designate:

1. Mayor Roe as the elected municipal representative to the Roseville Firefighter Relief Association, and;

2. The City Manager as the municipal representative to the Roseville Firefighter Relief Association.

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

the following voted against the same:

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
s) s
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 January 4, 2021 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 9th day of January, 2023.

_____
Patrick Trudgeon, City Manager

(Seal)

Group/Organization/Activity	2020	2021	2022
Northeast Youth & Family Services Board, Roseville Board Member	Laliberte	Groff	Groff
North Suburban Communications Commission/North Suburban Access Corporation Board, Board Member	Roe	Roe	Roe
Ramsey County League of Local Governments, Roseville Representative	Laliberte	Strahan	Strahan
Roseville Fire Relief Association, Board of Trustees, Ex-officio members	City Manager, Roe, Fire Chief	City Manager, Roe, Fire Chief	City Manager, Roe, Fire Chief
Visit Roseville		Groff Sept. 2020-Aug. 2023	Groff Sept. 2020-Aug. 2023
Rice/Larpenteur Alliance Executive Committee		Roe	Roe
Neighborhood Livability & Events Committee		Etten	Etten

Council Standing Subcommittees	2020	2021	2022
City Manager Performance Review	Etten, Groff	Etten, Willmus	Etten, Willmus
Council Representative to Legislative Work	Laliberte	Strahan	Strahan

Other Activities (Information only; not council-designated)	2020	2021	2022
League of Minnesota Cities Policy Committees	City Manager	City Manager	City Manager
Metro Cities Policy Committees	City Manager	City Manager	City Manager
Minnesota Benefit Association, Board Member	Mayor Roe	Mayor Roe	Mayor Roe
Metro Cities Board of Directors	Laliberte	Strahan	Strahan

Met Council Land Use Advisory Committee	Mayor Roe	Mayor Roe	Mayor Roe

424A.04 VOLUNTEER RELIEF ASSOCIATIONS; BOARD OF TRUSTEES.

Subdivision 1. **Membership.** (a) A relief association that is directly associated with a municipal fire department must be managed by a board of trustees consisting of nine members. Six trustees must be elected from the membership of the relief association and three trustees must be drawn from the officials of the municipalities served by the fire department to which the relief association is directly associated. The bylaws of a relief association which provides a monthly benefit service pension may provide that one of the six trustees elected from the relief association membership may be a retired member receiving a monthly pension who is elected by the membership of the relief association. The three municipal trustees must be one elected municipal official and one elected or appointed municipal official who are designated as municipal representatives by the municipal governing board annually and the chief of the municipal fire department.

(b) A relief association that is a subsidiary of an independent nonprofit firefighting corporation must be managed by a board of trustees consisting of nine members. Six trustees must be elected from the membership of the relief association, two trustees must be drawn from the officials of the municipalities served by the fire department to which the relief association is directly associated, and one trustee must be the fire chief serving with the independent nonprofit firefighting corporation. The bylaws of a relief association may provide that one of the six trustees elected from the relief association membership may be a retired member receiving a monthly pension who is elected by the membership of the relief association. The two municipal trustees must be elected or appointed municipal officials, selected as follows:

(1) if only one municipality contracts with the independent nonprofit firefighting corporation, the municipal trustees must be two officials of the contracting municipality who are designated annually by the governing body of the municipality; or

(2) if two or more municipalities contract with the independent nonprofit corporation, the municipal trustees must be one official from each of the two largest municipalities in population who are designated annually by the governing bodies of the applicable municipalities.

(c) The municipal trustees for a relief association that is directly associated with a fire department operated as or by a joint powers entity must be the fire chief of the fire department and two trustees designated annually by the joint powers board. The municipal trustees for a relief association that is directly associated with a fire department service area township must be the fire chief of the fire department and two trustees designated by the township board.

(d) If a relief association lacks the municipal board members provided for in paragraph (a), (b), or (c) because the fire department is not located in or associated with a municipality or joint powers entity, the municipal board members must be the fire chief of the fire department and two board members appointed from the fire department service area by the board of commissioners of the applicable county.

(e) The term of the appointed municipal board members is one year or until the person's successor is qualified, whichever is later.

(f) A municipal trustee under paragraph (a), (b), (c), or (d) has all the rights and duties accorded to any other trustee, except the right to be an officer of the relief association board of trustees.

(g) A board must have at least three officers, who are a president, a secretary and a treasurer. These officers must be elected from among the elected trustees by either the full board of trustees or by the relief association membership, as specified in the bylaws. In no event may any trustee hold more than one officer position at any one time. The terms of the elected trustees and of the officers of the board must be specified in the bylaws of the relief association, but may not exceed three years. If the term of the elected trustees

exceeds one year, the election of the various trustees elected from the membership must be staggered on as equal a basis as is practicable.

Subd. 2. **Fiduciary duty.** The board of trustees of a relief association shall undertake their activities consistent with chapter 356A.

Subd. 2a. **Fiduciary responsibility.** In the discharge of their respective duties, the officers and trustees shall be held to the standard of care specified in section 11A.09. In addition, the trustees shall act in accordance with chapter 356A. Each member of the board is a fiduciary and shall undertake all fiduciary activities in accordance with the standard of care of section 11A.09, and in a manner consistent with chapter 356A. No fiduciary of a relief association shall cause a relief association to engage in a transaction if the fiduciary knows or should know that the transaction constitutes one of the following direct or indirect transactions:

(1) sale or exchange or leasing of any real property between the relief association and a board member;

(2) lending of money or other extension of credit between the relief association and a board member or member of the relief association;

(3) furnishing of goods, services, or facilities between the relief association and a board member; or

(4) transfer to a board member, or use by or for the benefit of a board member, of any assets of the relief association. A transfer of assets does not mean the payment of relief association benefits or administrative expenses permitted by law.

Subd. 3. **Conditions on relief association consultants.** (a) If a volunteer firefighter relief association employs or contracts with a consultant to provide legal or financial advice, the secretary of the relief association shall obtain and the consultant shall provide to the secretary of the relief association a copy of the consultant's certificate of insurance.

(b) A consultant is any person who is employed under contract to provide legal or financial advice and who is or who represents to the volunteer firefighters relief association that the person is:

(1) an actuary;

(2) a certified public accountant;

(3) an attorney;

(4) an investment advisor or manager, or an investment counselor;

(5) an investment advisor or manager selection consultant;

(6) a pension benefit design advisor or consultant; or

(7) any other financial consultant.

History: *1979 c 201 s 14; 1980 c 607 art 15 s 12; 1981 c 224 s 210; 1983 c 219 s 8; 1989 c 319 art 8 s 27; 2000 c 461 art 15 s 10; 1Sp2001 c 10 art 16 s 1; 1Sp2005 c 8 art 9 s 14; 2009 c 169 art 10 s 38; 2012 c 286 art 12 s 16; 2018 c 211 art 14 s 19*

City Council Liaisons	2022
	Attendance
Northeast Youth and Family Services Board (Groff)	9 of 9 meetings
North Suburban Cable Commission/North Suburban Access Corporation (Roe)	6 of 6 meetings
Ramsey County League of Local Governments (Strahan)	6 of 9 meetings
Visit Roseville (Groff)	6 of 6 meetings
Roseville Fire Relief Association (Roe)	4 of 6 meetings
Roseville Fire Relief Association (City Manager)	6 of 6 meetings

REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 7.f

Department Approval | City Manager Approval

Item Description: Discuss City Council and Advisory Commission Rules of Procedure

BACKGROUND

Each year, the City Council reviews the City Council and Advisory Commission Rules of Procedure for ways to best conduct City business. The Rules of Procedure were last modified on January 10, 2022.

REQUESTED COUNCIL ACTION

The City Council should discuss the current City Council and Advisory Commission Rules and Procedure and determine if any changes should be made. If no changes are desired, no further action is needed and the current Rules of Procedure will remain in effect.

Prepared by: **Patrick Trudgeon, City Manager (651) 792-7021**

Attachments: A: City Council and Advisory Commission Rules of Procedure

Revised January 10, 2022

Roseville City Council and Advisory Commission Rules of Procedure

Rules Pertaining to Both the City Council and Commissions:

Rule 1 Rosenberg's Rules of Order

The City adopts Rosenberg's Rules of Order for all meetings.

Rule 2 Electronic and/or Paper Agenda Packets

In an effort to reduce the amount of paper generated, documents will be made available electronically, when feasible.

Rule 3 Public Comment

The City will receive public comment at meetings in accordance with the following guidelines:

a. Public Comment at the beginning of a meeting and not pertaining to an agenda item is for the purpose of allowing the public the opportunity to express their viewpoints about policy issues facing their City government. Comments will be limited to 3 minutes per speaker or a different amount of time at the discretion of the chair.

b. Public Comment pertaining to agenda items is for the purpose of allowing any member of the public an opportunity to provide input on that item. These public comments will generally be received after the staff presentation on that agenda item and before discussion and deliberation. These public comments are also limited to 3 minutes per speaker or a different amount of time at the discretion of the chair.

c. Members of the public are always free, and encouraged, to reduce to writing their comments about city business and to submit written comments before, during, or after a meeting.

d. Signs may be held and displayed during meetings but only at the back of the Council Chambers so that the view of the seated audience is not obstructed.

e. Public comment, like staff and Council or commission member comments, will pertain to the merits of an issue; personal attacks will be ruled out of order.

f. The Mayor or presiding officer may make special time-length arrangements for speakers representing a group.

Rule 4 Issue and Meeting Curfew

The City recognizes that meetings are for the benefit of the citizens of Roseville, so meetings should end by 9:00 p.m. At 10 p.m., meetings may be extended upon the majority vote of the City Council or commission members present, but at no time will a meeting run past 11:00 p.m. If business remains on the agenda, the Council or commission may continue the meeting to a future date or table such items until the next meeting, if needed.

Rule 5 Recording of Meetings

Except for closed executive sessions authorized under state law, all meetings of the City Council and commissions shall be shown live when technically possible and recorded in their entirety for replaying on the municipal cable channel and for web streaming except when the City Council directs by motion otherwise.

Rule 6 Suspension of Rules

Pursuant to Rosenberg's Rules of Order, these Rules may be suspended in specific situations upon a 2/3s vote of the members present.

Rule 7 Effective Date

These Rules shall become effective upon adoption by a majority of the City Council and shall remain in effect until amended or repealed by subsequent vote of the Council.

Rules Pertaining to the City Council Only

Rule 8 Timing of Council Packet Formation and Delivery

Every effort will be made to send draft agendas and supporting documents to Councilmembers ten days in advance of an item appearing on a Council agenda. This additional time will give Councilmembers adequate time to study an issue and seek answers to questions.

Rule 9 Agenda

The following shall be the order of business of the City Council:

1) Roll Call
2) Pledge of Allegiance
3) Approve Agenda
4) Public Comment
5) Recognitions and Donations
6) Items Removed from Consent Agenda
7) Business Items*
8) Council Direction on Councilmember Initiated Agenda Items

9) Approval of Minutes

10) Consent Agenda

11) Future Agenda Review, Reports, and Announcements - Council and City Manager

12) Adjourn

* Business Items may include Presentations, Discussions, Public Hearings, Work Session Items, and/or other Council Actions, as appropriate.

The Council will schedule a 10-minute break approximately two hours after the start of meeting.

Councilmembers are encouraged to introduce new items including background information and supporting materials for discussion and possible action. Councilmembers have the right to place items on the agenda as follows:

1. A Councilmember may, at a council meeting, request that an item be placed on a future council agenda, or;

2. A Councilmember may make a request for an agenda item outside of a council meeting by submitting an email request to the city manager, no later than noon of the Wednesday preceding the council meeting.

An agenda item submitted per 1 or 2 above will be included on the agenda for the next council meeting under the heading "Council Direction on Councilmember Initiated Agenda Items" at which time the Council, on consideration of any preliminary material provided by the initiating Councilmember for inclusion in the meeting packet, will by motion provide direction as to whether, how, and when the agenda item will be taken up at a subsequent meeting, or;

Additionally, a Councilmember may request the addition of an agenda item at the same meeting at which the item is proposed to be addressed. However, the addition of such an agenda item shall require the approval of a majority of the Councilmembers present.

Rule 10 City Council Task Force or Subcommittee Formation

The Council may, as issues arise, establish a two-member task force to study the issue. The membership will be agreed upon by the City Council majority. The task force will have a specific topic or issue to address and the task force will report its findings or recommendations by a specific deadline established by the Council.

REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 7.g

Department Approval

City Manager Approval

Item Description: Consider Commission Reappointments and Declare Vacancies for 2023

BACKGROUND

The Council annually appoints citizens to commissions. Council has the option to interview returning commissioners for reappointment, or make reappointments without interviewing. This agenda item provides details regarding those commissioners who are interested in reappointment for an additional term beginning April 1, 2023. Council also has the option to consider reappointing commissioners tonight, or at a future City Council meeting.

The proposed timeline is below:

January 9	• Council considers commissioners who are seeking reappointment for a term beginning April 1, 2023. Determine if council wants to re-interview any current commissioners. • Council declares vacancies on various commissions. • Council confirms interview dates and reappointment process
January 10	• Staff updates website and other materials to reflect the application period, interview dates and process and continues active recruitment efforts.
March 1	• Application period closes *This date was chosen to allow for the March/April newsletter to be sent to residents' homes prior to application be closed.*
March 7-8	• Interviews are scheduled for new applicants and/or any commissioners council seeks to re-interview. Depending upon the number of applicants, a second night may or may not be necessary.
March 13	• Council appoints applicants to various commission vacancies for terms beginning April 1, 2023.
March 23	• New Commissioner Orientation is scheduled.

REAPPOINTMENTS FOR 2023

Commissioners are appointed to terms that begin April 1 of each year. The following Commissioners' terms expire March 31, 2023.

Finance

Name	Term	Eligible	Attendance
Bruce Bester	Completing first term	eligible and interested in reappointment	11 of 11 regular meetings
Siafa Barclay	Completing first term	eligible and interested in reappointment	6 of 11 regular meetings
John Murray	Completing second term	Not eligible. VACANCY	

Human Rights, Inclusion and Engagement

Name	Term	Eligible	Attendance
Richard James	Completing first term	Eligible and interested in reappointment	9 of 9 regular meetings
David Sindiga	Completing initial partial term	Eligible and interested in reappointment	5 of 9 regular meetings
Etienne Djevi	Completing second term	Not eligible. VACANCY	
Paul Haas	Resigned mid-term	VACANCY	

Parks and Recreation

Name	Term	Eligible	Attendance
Gregory Hoag	Completing second term	Not eligible. VACANCY	
Michelle Lenhart	Completing first term	Eligible, NOT interested in reappointment. VACANCY.	

Planning

Name	Term	Eligible	Attendance
Julie Kimble	Completing second term	Not eligible. VACANCY	
Tammy McGehee	Completing first term	Eligible and interested in reappointment	10 of 10 regular meetings

Police Civil Service

Name	Term	Eligible	Attendance
Shawna Dees	Completing initial partial term	Eligible and interested in reappointment	5 of 5 regular meetings

Public Works, Environment and Transportation

Name	Term	Eligible	Attendance
Jarrod Cicha	Completing first term	Eligible and interested in reappointment	10 of 11 regular meetings
Nancy Misra	Completing second term	Not eligible. VACANCY	

POLICY OBJECTIVE

The city's Appointment and Reappointment policy outlines the notification and selection process for advisory commissions. The intent to to establish a fair and open notification and selection process that encourages all Roseville residents to apply for appointments. In addition, the city's Strategic Racial Equity Action Plan (SREAP) has identified diversifying city commissions as a high impact area of focus. Racially and ethnically diverse policy makers and advisors are key to serving residents and other customers with excellence.

BUDGET IMPLICATIONS

None.

RACIAL EQUITY IMPACT SUMMARY

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

STAFF RECOMMENDATION

Staff is seeking final determination of dates associated with the commission recruitment, interview and appointment process. Staff recommends the dates below:

January 9 Determine commissioner reappointments and if council wishes to reinterview. Declare vacancies. Finalize process dates.
January 10 Website and application materials updated with deadline and other details.
March 1 Application closes
March 7-8 Interview dates selected by council.
March 13 Council appoints applicants to various commissions.
March 23 New Commissioner orientation is scheduled.

Staff recommends declaring vacancies for the following commissions:

Commission	Number of Vacancies
Finance	1
Human Rights, Inclusion & Engagement	2
Parks & Recreation	2
Planning	1
Police Civil Service	0
Public Works, Environment &	1

Transportation	

REQUESTED COUNCIL ACTION

Various actions are requested:

1. Consider commissioners seeking reappointment. Determine whether to re-interview them. Consider reappointing commissioners at this time or at a future meeting.
2. Declare vacancies on various commissions.
3. Finalize dates for the recruitment, interview and appointment process.

Prepared by: Rebecca Olson, Assistant City Manager

Attachments:
A: Appointment & Reappointment Policy
B: Current Commission Roster
C: Applications of Commissioners seeking reappointment

Attachment A

CITY OF ROSEVILLE

APPOINTMENT AND REAPPOINTMENT POLICY
ROSEVILLE CITIZEN ADVISORY COMMISSIONS

BACKGROUND

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

POLICY STATEMENT

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

I. PROCEDURE STATEMENT – APPOINTMENTS

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

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

described in 'C' above. Applicants whose applications were received before the original deadline will remain under consideration and need not reapply.

G. Applicants will be interviewed by the City Council. The Chair, or the Chair's designee, of the Commission to which the applicant is seeking appointment will be invited to attend and participate in the interview process. Interviews are open to the public.
H. The Council may fill a vacancy outside of the biannual basis should the need arise.

II. PROCEDURE STATEMENT - REAPPOINTMENTS

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

A. No later than sixty days prior to the expiration of a term, each commission member whose term is expiring will be contacted in writing to determine their interest in reappointment. For persons seeking reappointment, if they have an application on file 3 years old or less, that application will be provided to Council. Should their most recent application be older than 3 years, they will be asked to submit a new application.
B. Council will be advised of the attendance record of the individual whose term is expiring. The Council will also be provided with written comments from the Chairperson of the Commission regarding the reappointment of the individual. Chair recommendations are not public data. At that time, Council will consider whether to interview the commissioner. If two councilmembers request it, a commissioner seeking reappointment will be scheduled to attend an interview before the entire council.
C. Should the Council determine that the individual merits reappointment, that person will be reappointed.
D. Should the incumbent not wish to be reappointed or should the Council determine that the individual does not merit reappointment, the Council will follow the procedure for filling vacancies as described above.

III. APPOINTMENT TO OTHER CITY ADVISORY GROUPS

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

City of Roseville
Commissioner Terms

1/4/2023

Attachment C

Appointed		Initial Partial Term		1st Full Term		2nd Full Term	
Finance							
Davies, Wanda-Chair		8/26/2019	3/31/2021	4/1/2021	3/31/2024		
Bester, Bruce				4/1/2020	3/31/2023		
Barclay, Siafa				4/1/2020	3/31/2023		
Dahir, Sadiq				4/1/2022	3/31/2025		
Klein-Hegge, Sandra		9/20/2021	3/31/2024				
Murray, John		10/10/2016	3/31/2017	4/1/2017	3/31/2020	4/1/2020	3/31/2023
Sagisser, Dan				4/1/2019	3/31/2022	4/1/2022	3/31/2025
Vacant - Youth							
Vacant - Youth							
Human Rights, Inclusion and Engagement							
Allen, Keith				4/1/2019	3/31/2022	4/1/2022	3/31/2025
Djevi, Etienne-Chair				5/8/2017	3/31/2020	4/1/2020	3/31/2023
James, Richard		6/8/2019	3/31/2020	4/1/2020	3/31/2023		
Sindiga, David		9/20/2021	3/31/2023				
Macomber, Kathryn-Vice Chair		9/24/2018	3/31/2019	4/1/2019	3/31/2022	4/1/2022	3/31/2025
Becker, Amanda				4/1/2021	3/1/2024		
Palmquist, Laura				4/1/2021	3/1/2024		
Solarin, Adepeju		3/22/2021	3/31/2022	4/1/2022	3/31/2025		
Vacant				4/1/2021	3/1/2024		
Vacant - Youth							
Vacant - Youth							
Parks & Recreation							
Arneson, Joseph				4/1/2019	3/31/2022	4/1/2022	3/31/2025
Baggenstoss, Darrell		3/13/2017	3/31/2018	4/1/2018	3/31/2021	4/1/2021	3/31/2024
Boulton, Nick				4/1/2021	3/31/2024		
Brown, Daryl				4/1/2019	3/31/2022	4/1/2022	3/31/2025
Dahlstrom, David Todd-Vice Chair				4/1/2019	3/31/2022	4/1/2022	3/31/2025
Hoag, Gregory-Chair				4/1/2017	3/31/2020	4/1/2020	3/31/2023
Lenhart, Michelle				4/1/2020	3/31/2023		
Matts-Benson, Lindsay				4/1/2022	3/31/2025		
Ybarra,Leah				4/1/2021	3/31/2024		
Vacant - Youth							
Vacant - Youth							
Planning							
Kimble, Julie-Chair				4/1/2016	3/31/2019	4/1/2019	3/31/2023
Kruzel, Michelle				4/1/2019	3/31/2022	4/1/2022	3/31/2025
McGehee, Tammy		9/9/2019	3/31/2020	4/1/2020	3/31/2023		
Pribyl, Michelle-Vice Chair				4/1/2019	3/31/2022	4/1/2022	3/31/2025
Schaffhausen, Karen		9/9/2019	3/31/2021	4/1/2021	3/31/2024		
Bjorum, Erik				4/1/2021	3/31/2024		
Pamela Aspnes		9/19/2022	3/31/2024				
Police Civil Service							
Dees, Shawna		4/19/2021	3/31/2023				
Murphy, Robert		3/9/2020	3/31/2021	4/1/2021	3/31/2024		
Reilly, Kathleen		9/28/2020	3/31/2022	4/1/2022	3/31/2025		
Public Works, Environment & Transportation							
Cicha, Jarrod				4/1/2020	3/31/2023		
Collins, Mike		9/20/2021	3/31/2024				
Ficek, Bryant		4/19/2021	3/31/2022	4/1/2022	3/31/2025		
Hodder, Edwin				4/1/2022	3/31/2025		
Joyce, Michael				4/1/2021	3/31/2024		
Misra, Nancy				4/1/2017	3/31/2020	4/1/2020	3/31/2023
Allison Luongo		9/19/2022	3/31/2024				
Vacant - Youth							

Ethics Commission	Year Appointed	
Barclay, Siafa	2021	Finance
Allen, Keith	2021	Human Rights, Inclusion and Engagement
Arneson, Joseph	2021	Parks and Recreation
Schaffhausen, Karen	2021	Planning
Murphy, Robert	2021	Police Civic Service
Joyce, Michael	2019	Public Works, Environment and Transportation

Commission Member Application

First Name: Bruce
Last Name: Bester
Address: [redacted]
City: Roseville
[redacted]
How many years have you been a Roseville resident? Seventeen years
Commission preference: Finance
This application is for: New Term
Why do you want to serve on this Commission?
To use my financial background, skills and experience for the benefit of the City of Roseville.
Especially those skills with respect to managing a fund based accounting system, preparing clear financial reports supported by interpretive notes, graphs, and trend information.
To help maintain the City's strong financial condition.
To help plan and prepare for future opportunities and challenges.
To continue my lifelong services as a volunteer. (See volunteer activities)

What is your view of the role of this Commission?
First and foremost, I see the role of the Finance Commission as advisory support for the City Finance Director, Finance staff and City Council
Review and recommend budget timetable, supporting budget documents, and formal budget that supports the strategic goals of the City.
Make recommendations that would promote clarity and transparency of financial reports.
Review audit recommendations, management letter and audited financials.
Provide advisory services with respect to investments, and accounting policies & procedures.

What specific skills or experiences do you have that would be beneficial in serving on the advisory commission for which you are applying?
40+ years financial management experience. Most at senior /executive level.
27 years as CFO of one of Minnesota's leading human services providers.
Managed and directed preparation of corporate budget of $35,000,000.
Fund accounting skills and experience.
Senior financial liaison to Board of Directors. Presented budgets and monthly financial reports to BOD.
Managed IT department. Developed specs for software. Assisted in software selection and implementation.
Senior staff liaison to Endowment Investment Committee. Worked with professional investment managers. Established investment policies. (Continued)
Worked with lobbyists on matters related to funding and reimbursement rates.
Throughout my career as CFO, I was focused on revenue management and maximization. Became known as statewide subject matter expert on reimbursement systems. Acted as consultant to the provider associations in rate setting formula activities with the MN Dept of Human Services.
Identified opportunities and strategies to move funding responsibilities from Hennepin County to State of MN, and from MN to federal (Medicaid).

Civic and Volunteer Activities
Volunteerism has been part of my entire career, starting with 3 years military service as a commissioned Army Signal Officer. Attained rank of CPT.
Kiwanis Southwest Suburban - various positions including President.
Eden Prairie United Methodist Church - Sunday School teacher, Chair of Building Committee, Congregation Lay Leader.
Served in a number of volunteer financial positions with statewide associations of human service providers. Includes MN Day Activity Assoc, MN Assoc of Community Rehabilitation Organizations, and Assoc of Residential Resources in MN, MN Organization for Habilitation & Rehabilitation.
Currently boat driver with Courage Kenny Adaptive Water Ski program on Lake Owasso.

Work Experience
Student Computer Programmer - Business Office, Northern Michigan University - 1967-1968
US Army - CPT Signal Corps - 1969-1971
Honeywell Information Systems - 1972-1974
Opportunity Partners- Controller and CFO - 1974-2013
Consultant - Develop new statewide rate and reimbursement formula for MN Organization for Habilitation & Rehabilitation and the MN Dept of Human Services - 2013-2016
- Annual state spend was $200,000,000.
Tax practice and financial advisory services - 1980- present.

Education
So St Paul High School
Electronic Computer Programming Institute, Minneapolis - Certificate
Northern Michigan University - BA Accounting and Economics
University of Maryland - Course credits, Political Science
University of St Thomas - Mini MBA - Growing Companies

Is there additional information you would like the City Council to consider regarding your application?
Minneapolis St Paul Business Journal - CFO of the Year - Lifetime Achievement Award

Preferred method to be contacted
Email

Siafa
Barclay

How many years have you been a Roseville resident? 3

Commission preference Finance
Commission preference Field not completed.
This application is for New Term

Why do you want to serve on this Commission?
Having served on many finance committees, I find it fitting to serve on this commission because financial management/decisions of any organization is vital and as such, our community needs individuals who can work with other team members in developing budgetary statements.

What is your view of the role of this Commission?
The role of this commission is more advisory on a short/long term financial management and policies that are compatible to the overall budgetary analyses of the city. This commission is also responsible to review and recommend a more reliable financial reporting in a pragmatic manner.
Review the annual financial information, the annual audit report and management letter, and the city's investment policy and portfolio (Ref. City website).

What specific skills or experiences do you have that would be beneficial in serving on the advisory commission for which you are applying?
Critical financial management skillset relative to financial decision-making

If you identified a second choice commission, please include skills or experiences that would be beneficial for serving on that commission. N/A

Civic and Volunteer Activities
Volunteered 10 hours of financial planning of my local church.

Work Experience Volunteered as administrator and currently serve as director of communications.
Psychiatric Associate.

Education
Bachelor of Arts in Professional Communication and Associate degree in Pharmacy Technology.

Preferred method to be contacted Email

Last Name: James
First Name: Richard
Company: HRIE
Home Address: [redacted]
Roseville, MN 55113

Home: [redacted]
E-mail: [redacted]
E-mail Display As: [redacted]

First Name	Richard
Last Name	James
Address 1	[redacted]
Address 2	*Field not completed.*
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	[redacted]
Email Address	[redacted]
How many years have you been a Roseville resident?	Since August, 2018

City of Roseville Commissions
Finance
Human Rights, Inclusion and Engagement
Parks and Recreation
Planning
Police Civil Service
Public Works, Environment and Transportation

Commission preference	Human Rights, Inclusion and Engagement
Commission preference	*Field not completed.*
This application is for	New Term
If this is a student application please list grade in school	*Field not completed.*

Note
There is no character limit for the fields below.

Why do you want to serve on this Commission?	Prior to moving to Roseville, I was regularly involved as a community volunteer, including serving as a member of my local school board. I would like to get involved in my new community and feel that I have the maturity, temperament and intelligence to serve on the Human Rights, Inclusion and Engagement Committee. I believe that a community is strongest when a variety of residents volunteer to help improve one anothers' lives.
What is your view of the role of this Commission?	The commission should be charged with developing programs that address the assurance of everyone's rights as a human, regardless of race, ethnicity, sex, religion or sexual/social status or orientation. The commission should regularly monitor current programs for effectiveness, suggest changes to existing initiatives and explore additional programs that will provide opportunities to enhance all Roseville residents' human rights. It should also increase ways citizens can be more easily and effectively involved in our community
What specific skills or experiences do you have that would be beneficial in serving on the advisory commission for which you are applying?	I am a retired educator with a varied background of school experiences including advising the Peer Mediation Program and was the director of an in-school anti bias, diversity program developed by the Anti-Defamation League. I was also a Substance Abuse Counselor at the high school where I worked and in that position ran several student groups including: Smoking Cessation, LGBT teens and Teen Parents as well as counseling students who were using/abusing drugs and alcohol. I was a guidance counselor and a teacher of Special Needs students. I was a member of my local school board for four years until I moved to Roseville, a member of the Public Events Commission, a member of a downtown improvement study commission and the Vice Chair of a State appointed Commission to study the feasibility of consolidation with a neighboring community. I was involved in a community theatre group as an actor, director, board member and president.
If you identified a second choice commission, please include skills or experiences that would be beneficial for serving on that commission.	*Field not completed.*
Civic and Volunteer Activities	Since I am newly arrived (and finally settled in) this is my first foray into civic volunteerism in Roseville.
Work Experience	US Army 1968-1970 Teacher, counselor, Substance Abuse

	Coordinator - 1970-2001
Education	BA - University of Denver Professional Certification MA -Student Personnel Services Certified Teacher of the Handicapped Certified Substance Abuse Coordinator
Is there additional information you would like the City Council to consider regarding your application?	I have the time, experience and temperament to serve on this commission. I am willing to put in the time and effort to be an engaged, effective member of the commission.

Preferred method to be contacted
City staff contact all applicants approximately four days before the interviews to confirm interview date, time and location. Please indicate your preferred way to be notified.

Preferred method to be contacted	Email
Please provide alternative phone number or email if different from above	(use as last resort to contact, please)

Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.

Minnesota Government Data Practices Act	Yes
Minnesota Statute §13.601. subd. 3(b)	Email Address
Background Authorization	Yes
Acknowledgement	Yes

First Name David

Last Name Sindiga

[redacted] [redacted]

Address 2 Roseville

City Roseville

State MN

Zip Code 55113

- [redacted] [redacted]

[redacted]

How many years have you been a Roseville resident? 20+

Commission preference Human Rights, Inclusion and Engagement

Commission preference Police Civil Service

This application is for New Term

Why do you want to serve on this Commission?

Time for taking things for granted is diminishing. And the idea of doing the right thing is a half glass full. Equality and equity distribution is too becoming "the eye of the beholder." In the midst of all these there is little effort to keep all channels of legible communications for all stakeholders, the people, open. Too much mistrust, even when there is genuine effort to do right.

For this reason I want to be part of the conversation; part of the resolve to find common grounds; part of the reason Roseville is the best livable city in the state and that cares for all communities, not partial.

What is your view of the role of this Commission?

To unravel the misunderstandings, if there is any, and shade light on where there is most need. That Roseville is the Arina, different communities therein as residents are all team players. Regardless of there origin, beliefs, religion, political affiliations or sex orientation. We are all under this mammoth petal of the rose flower.

Also, most important support and provide different dimmensions of views to enhance delivery services set by the city council.

What specific skills or experiences do you have that would be beneficial in serving on the advisory commission for which you are applying?

I have good interpersonal and verbal communication skills, worked in different cultural diversity programs, both in college and work places. Been in various committees tasked to look into ways and means to improve work environment. How to ensure visitors and employee satisfaction. I do feel as an immigrant I see things from a different lens.

If you identified a second choice commission, please include skills or experiences that would be beneficial for serving on that commission.

Police civil services.

I grew up in a family of police officers. Some family members are still serving. I have had both good and bad experiences with the police officers that has reinforced my desire to be an agent of change rather than a by stander. And yes, I strongly believe in our police officers, they do have a difficult job, but some things can be improved. The reason why I joined MAC.

Civic and Volunteer Activities MAC

Friend of Roseville Library. I assisted move them to and back during the renovation.

Gathering Place. Provide restaurant ordered warm meals to parents with inpatient children in HCMC hospital.

Work Experience

Patient Experience and welcome ambassador at Hennepin Healthcare System (HCMC), Mpls- 2011to current.

Staffing Cordinator/Cultural Diversity at St. Joseph, St. Paul - 2000 to 2010.

Documentation specialist (Guidant Inc.) now Boston Scientific.

Portifolio Acct administrator (Realistar/Ing)

Education BA in Psycholgy

MA in Organizational Leadership

Is there additional information you would like the City Council to consider regarding your application?

Been living in and around Roseville since 1996. I love this city. Super friendly individual that can strike a conversation with anybody if they are not super angry.

Full Name: Tammy McGehee
Last Name: McGehee
First Name: Tammy
Company: Planning

Home Address:
Roseville, MN 55113

Home:

E-mail:
E-mail Display As:

Received 2/15/2019

First Name	Tammy
Last Name	McGehee
Address 1	
Address 2	*Field not completed.*
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	Since 1979

City of Roseville Commissions
Finance
Human Rights, Inclusion and Engagement
Parks and Recreation
Planning
Police Civil Service
Public Works, Environment and Transportation

Commission preference	Planning
Commission preference	*Field not completed.*
This application is for	New Term

If this is a student application please list grade in school	*Field not completed.*

Note
There is no character limit for the fields below.

Why do you want to serve on this Commission?	I would like to serve on the Planning Commission because I believe that it is a crucial link between the Council and the community. During the next year it will be the responsibility of this Commission to translate the aspirations of the Comprehensive Plan into the zoning that will guide the city's development for the next 10 years. I believe that my years on the Council and long history of work with neighborhoods and community groups allow me additional insight in this process. In addition, I believe I can listen effectively, strike compromise where necessary, and use my community work to provide a unique point of view to others on the commission.
What is your view of the role of this Commission?	This Commission has a statutory role in reviewing ordinances, policies, and proposals to insure compliance with existing statute and zoning. Its findings are advisory to the Council. As the commission pursues its work, it holds hearings and seeks input from businesses and residents regarding projects coming before the Commission for review. Changes to ordinances, zoning, or policies can be initiated by the Council, a member of the public, or the Planning Commission. This commission serves in an advisory role to the Council.
What specific skills or experiences do you have that would be beneficial in serving on the advisory commission for which you are applying?	I believe my years as a resident, community activist, and council member allow me to a provide unique background and historical perspective to some discussions. My years on the Council make me very familiar with existing regulations, zoning, policies, and the background discussions as well as difficulties and shortcomings of some ordinances and policies. I have good communication skills, both oral and written. I am good at and enjoy research.
If you identified a second choice commission, please include skills or experiences that would be beneficial for serving on that commission.	
Civic and Volunteer Activities	Member, Citizen Assisted Monitoring Program (CAMP), Langton Lake, 10 years Volunteer at Presbyterian Homes, 17 years Former Commission Member, 3 years Former City Council Member, 8 years
Work Experience	Teacher, Providence, RI Editorial Assistant, APA Journal, University of Colorado Program Specialist, University of Colorado Free lance

	technical writer Manager, Department of Research, CPT Corporation
Education	Bachelor of Science, University of Wisconsin, Madison, WI Master's Degree, Brown University, Providence, RI
Is there additional information you would like the City Council to consider regarding your application?	*Field not completed.*

Preferred method to be contacted
City staff contact all applicants approximately four days before the interviews to confirm interview date, time and location. Please indicate your preferred way to be notified.

Preferred method to be contacted	Telephone
Please provide alternative phone number or email if different from above	*Field not completed.*

Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.

Minnesota Government Data Practices Act	Yes
Minnesota Statute §13.601. subd. 3(b)	Home/Cell Phone
Background Authorization	Yes
Acknowledgement	Yes

Jarrod
Cicha
[redacted]

How many years have you been a Roseville resident?
2 in March

Commission preference
Public Works, Environment & Transportation

Commission preference
Field not completed.

Why do you want to serve on this Commission?
I have been searching for a way to get more involved in the community I am a part of.

What is your view of the role of this Commission?
The commission reviews and discusses public works, environmental, and transportation plans/matters. The commission then advises city leadership on decisions involving such matters.

What specific skills or experiences do you have that would be beneficial in serving on the advisory commission for which you are applying?
My skills would mainly be beneficial to the Environmental portion of this commission. I have worked in the environmental sector since 2016. I first started in environmental consulting, mostly working on contamination management and mitigation. I currently work at the Minnesota Geological Survey where I help manage the County Well Index and work on hydrogeology projects . My experiences in the private and public sector would bring a unique perspective to potential future environmental issues that Roseville may encounter.

If you identified a second choice commission, please include skills or experiences that would be beneficial for serving on that commission.
Field not completed.

Civic and Volunteer Activities
I volunteer through my work. I attend outreach events and teach groups of all ages about Minnesota Geology.

Work Experience
Antea Group (Staff Geologist) 2016 - 2018
Minnesota Geological Survey 2018 - 2020

Education
M.S. Earth and Climate Science - University of Maine
B.A. Geology - University of Minnesota Morris
B.A. Environmental Science - University of Minnesota Morris

Is there additional information you would like the City Council to consider regarding your application?
Field not completed.

Preferred method to be contacted
City staff contact all applicants approximately four days before the interviews to confirm interview date, time and location. Please indicate your preferred way to be notified.

Preferred method to be contacted
Email

REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 7.h

Department Approval | City Manager Approval

Item Description: Consider Adopting a Resolution supporting the creation of a local sales tax in Roseville

BACKGROUND

Last year, the City Council adopted a resolution supporting the creation of a 0.5% local option sales tax in Roseville. Under state law, the Minnesota Legislature first has to approve the request and then Roseville voters would need to approve the implementation of the local option sales tax. In the last legislative session, Roseville's local sales tax request was included in the House and Senate omnibus tax bills, but the Legislature adjourned without taking action on the bills.

The City Council has expressed a desire to pursue approval of 0.5% local option sales for Roseville in the 2023 Legislative Session. Below is the process the City must follow for the Minnesota Legislature to consider approving a local option sales tax for Roseville:

1. City must pass a resolution that includes:
    a. Proposed tax rate
    b. Detailed description of up to five capital projects to be funded with the tax
    c. Documentation of how each project will provide an economic benefit to residents, businesses, and visitors from outside their jurisdiction
    d. Amount of revenue to be raised for each project and the estimated time needed to raise funds
    e. Total amount of revenue to be raised for all projects
    f. Estimated length of time the tax will be in effect if all proposed projects are approved
2. City must submit the approved resolution and supporting documentation to the senate and house tax committee chairs by January 31
3. Once legislative approval is given, the City shall revise and reaffirm its resolution. The resolution must be passed at least 90 days before a general election
4. The City shall hold a referendum vote at a general election within two years of legislative approval. If there are multiple projects, each project must have a separate question for approval
5. If sales tax referendum is approved, the City shall create and pass an ordinance imposing the tax
6. Once ordinance is passed, file a certificate of approval and copy of the ordinance with the Minnesota Secretary of State and inform the Minnesota Department of Revenue in writing of the new local sales tax

Staff is proposing that two projects totaling $76,900,000 to be funded by a local sales tax:

1) City Maintenance Facility at a cost of $64,200,000
2) City License and Passport Center at a cost of $12,7000

Last year, the City also requested sales tax funding for a pedestrian Bridge over Hwy. 36 west of Snelling Ave. The pedestrian bridge has been dropped as part of this request due to the higher costs for the Maintenance Facility and License Center.

To fund these project improvements as well as the debt issuance and interest costs, staff is proposing the City request the Legislature approve a 0.5% local option sales tax subject to approval by voter referendum approval for a period of 20 years in Roseville. According the Minnesota Department of Revenue, it is estimated that a 0.5% sales tax in Roseville will generate $5.4 million annually based on 2019 sales figures. Over 20 years, the sales tax will raise an estimated $108 million dollars which will be sufficient to cover all of the two projects and debt issuance and interest costs. If the project costs come in lower and/or sale tax revenue exceeds our projections, the debt and sale tax authority will expire earlier.

For the City Council's information, Attachment A shows a listing of the local sales tax rates within the Twin Cities metro area and selected cities in Minnesota.

Staff has included a draft resolution (Attachment B) based off of the League of Minnesota Cities model resolution that has been updated with the current projects and the amount of sales tax proposed to be collected. Attachment C contains documentation of regional significance for each project that the City is proposing to be funded via the sales tax. This documentation will be included with the resolution sent to Legislators.

POLICY OBJECTIVE

The creation of a local sales tax for Roseville will more closely distribute the cost borne by Roseville taxpayers for regional transportation infrastructure supporting Roseville's business community.

BUDGET IMPLICATIONS

Not directly applicable at this time. Approval of a local sales tax will lead to additional dollars being available for city capital projects.

RACIAL EQUITY IMPACT SUMMARY

A sales tax is generally considered one of the most regressive taxes, meaning that people of lower incomes pay a larger percentage of their income for sales taxes. The Institute on Taxation and Economic Policy's report "Taxes and Racial Equity – An Overview of State and Local Policy Impacts" states the following regarding the impact of sales taxes:

> *Consumption taxes, most notably general sales taxes, are the most regressive type of taxes relied on by state and local governments and the most significant drivers of racial inequity in state and local tax codes. Low- and middle-income families pay a larger share of their incomes in consumption taxes than the rich. While most low-income taxpayers are white because they remain a majority of the U.S. population, a disproportionate share of Black, Hispanic, Indigenous and other households of color are in lower-income groups due to the legacy of racist public policies and ongoing discrimination. So, policies that disadvantage low-income individuals and families—like heavy reliance on sales and excise taxes—have a disproportionately negative effect on people of color.*

The Executive Summary of the report is included as Attachment C.

While still acknowledging that sales tax disproportionally impact lower income groups and people of color, it should be noted that Minnesota does not apply sales tax to food bought in grocery stores and clothing. This is an important distinction since the exemption helps individuals meet their basic needs around food and clothing without paying an additional tax. However, it is clear that sales taxes, along with property taxes, and income taxes continue to disproportionally affect lower income groups and persons of color. Changes on the state and federal level regarding tax policies will be needed to fully address these inequities.

For reference purposes, listed below is data specific to the City of Roseville.

Median Income by Race/Ethnicity (Household) – Roseville, Minnesota	
American Indian and Alaska Native	Null
Asian	$79,145
Hispanic or Latino	$64,400
Native Hawaiian and Other Pacific Islander	Null
White	$84,514
Black or African American	$49,946
Other Race	$44,410

** US Census Bureau ACS 5-year data (2017-2021)*

Additionally, the City or Roseville demographics are as follows:

Category	2020 Numbers	% of Population
Total Population	36,254	-
African American or Black	3,182	8.78%
American Indian	137	0.38%
Asian, or Pacific Islander	3,458	9.54%
Caucasian	25,809	71.19%
Hispanic/Latino	1,942	5.36%
Two or more races	1,604	4.42%
Some other race	122	0.34%

STAFF RECOMMENDATION

Staff recommends the City Council pass the resolution supporting the creation of a local sales tax in Roseville to fund the City Maintenance Facility and City License and Passport Center,

REQUESTED COUNCIL ACTION

Motion to approve a resolution supporting the creation of a local sales tax in Roseville to fund the City Maintenance Facility and City License and Passport Center.

Prepared by: Patrick Trudgeon, City Manager (651) 792-7021

Attachments:
- A: Listing of metro-area and selected Minnesota cities with local sales taxes
- B: Draft resolution supporting local sales tax for Roseville
- C: Executive Summary of the ITEP report "Taxes and Racial Equity – An Overview of State and Local Policy Impacts

D: Regional Significance Documentation

Minnesota Sales Tax - 6.875%

Jurisdiction	Sales Tax Rate	Note
Anoka County	7.125%	All cities have a 7.125% sales tax which inlcudes .25% County tax
Carver County	7.375%	All cities have a 7.375% sales tax which inlcudes .50% County tax
Dakota County	7.125%	All cities, except WSP have a 7.125% sales tax which inlcudes .25% County tax
West St. Paul	7.625%	0.5% Local Sales Tax
Hennipen County	7.525%	All cities, except cities listed below, have a 7.525% sales tax which inlcudes .50% County tax and .15% Stadium tax
Excelsior	8.025%	0.5% Local Sales Tax
Minneapolis	8.025%	0.5% Local Sales Tax
Rogers	7.775%	0.25% Local Sales Tax
Ramsey County	7.375%	All cities, except St. Paul have a 7.375% sales tax which inlcudes .50% County tax
St. Paul	7.875%	0.5% Local Sales Tax
Scott County	7.375%	All cities have a 7.375% sales tax which inlcudes .50% County tax
Washington County	7.375%	All cities have a 7.375% sales tax which inlcudes .50% County tax

Selected cities outside of the Twin Cities Metro with local sales tax		
Rochester	8.125%	0.75% Local Sales Tax
St. Cloud	7.875%	0.50% other local tax
Duluth	8.875%	1.50% Local Sales Tax
Elk River	7.875%	0.50% Local Sales Tax

Cities with approved sales tax by the Legislature and received approval from voters in 2022		
Edina	0.50%	Funding for Park Improvements
Maple Grove	0.50%	Funding for Community Center Expansion and Renovation
Oakdale	0.50%	Funding for Police Station and Public Works Facility
Cloquet	0.50%	Funding for Park and Ice Arena Improvements
Fergus Falls	0.50%	Funding for Park and Aquatic Center Improvemetns
Grand Rapids	0.50%	Funding for Civic Center Improvements
Hermantown	0.50%	Funding for Community Recreation Improvements
Litchfield	0.50%	Funding for a Community Recreation Center
Staples	0.50%	Funding for Community Recreation Center
Waite Park	0.50%	Funding for Public Safety Facility

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

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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 9th day of January 2023, at 6:00 p.m.

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

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION No. XXXXXX

RESOLUTION SUPPORTING THE AUTHORITY TO IMPOSE A LOCAL SALES TAX TO FUND SPECIFIC CAPITAL IMPROVEMENTS PROVIDING REGIONAL BENEFIT, TO ESTABLISH THE DURATION OF THE TAX AND THE REVENUE TO BE RAISED BY THE TAX, AND TO AUTHORIZE THE CITY TO ISSUE BONDS SUPPORTED BY THE SALES TAX REVENUE

WHEREAS, the City of Roseville has engaged community residents and businesses and identified two projects to be funded through a local sales tax:

- Maintenance Facility: This project involves the construction of a new facility which houses the equipment, materials and staff which maintain parks, roadways, trails, storm water infrastructure, water distribution infrastructure, sanitary sewer infrastructure as well as maintains public safety equipment and vehicles, much of which serves a regional population as it visits and conducts business within the City of Roseville. The new facility replaces a facility which was originally constructed in 1957 and has been expanded and remodeled several times since then resulting in a facility that is undersized and lacking in safety and efficiency standards. The total cost of $64,200,000 includes planning, design, property acquisition, building construction and utility infrastructure to support the new facility.

- License and Passport Center: This project includes the construction of a new facility which will house mandated separate spaces for licensing and passports. It will be a larger, more useable space that will be designed to provide better waiting areas and better support customers with scheduled appointments. The current building is a retail center that the City previously leased space in and then purchased it in 2018 as part of an expansion of the overall City Campus. This building is not well suited for an

expansion of the current use and is in need of significant maintenance and rehabilitation. The new facility will also include a 5,000 square foot space for recreational programming. The total estimated cost is $12,700,000 and includes planning, design, phased construction, and infrastructure to support the new facility.

WHEREAS**,** the projects will result in benefits to both the residents and businesses of the City of Roseville and to non-resident visitors and businesses and documentation of the regional significance of each project, including the share of the economic benefit to or use of each project by persons residing, or businesses located, outside of the jurisdiction are set forth in the Case Report prepared for this resolution and are incorporated herein by reference; and,

WHEREAS, the projects are estimated to cost approximately *$76,900,000* ; and,

WHEREAS, the city estimates that a local sales tax of 0.5 (one-half) percent would generate approximately $108 million over 20 years which is sufficient to cover the project costs plus interest and other associated debt costs; and,

WHEREAS, the estimated local sales tax revenue and estimated time needed to raise that amount of revenue for each project is as follows:

- Maintenance Facility: The city will collect $64,200,000, plus interest and other associated debt issuance costs, over 20 years
- License Center: The city will collect $12,700,000 plus interest and other associated debt issuance costs, over 20 years

WHEREAS, funding the project with a local sales tax will most closely distribute the cost borne by Roseville taxpayers for supporting the Roseville business community; and

WHEREAS, Minn. Stat. § 297A.99 authorizes the imposition of a general sales tax if permitted by special law of the Minnesota Legislature; and

WHEREAS, the City of Roseville agrees to comply with Minn. Stat. § 297A.99 relating to the process of enacting, implementing, and collecting the local tax; and

WHEREAS, Minn. Stat. § 297A.99 requires the city to pass a resolution authorizing such a local tax and to obtain Legislative approval prior to approval by the local voters to enact the local tax.

NOW, THEREFORE, BE IT RESOLVED;

1. The Roseville City Council supports the authority to impose a general local sales tax of 0.50% for a period of the lesser of 20 years or the retirement of the debt (and all related issuance and interest costs) to fund the aforementioned projects.
2. Upon approval of this resolution, the city will submit the adopted resolution and documentation of regional significance to the chairs and ranking minority members of the

House and Senate Tax committees for approval and passage of a special law authorizing the tax, by January 31 of the year that it is seeking the special law.

3. Upon Legislative approval and passage of the special law authorizing the tax, the city will adopt a resolution accepting the new law, which will be filed with the local approval certificate to the Office of the Secretary of State before the following Legislative session.
4. The city will put a detailed ballot question which includes separate questions for each project on a general election ballot for local voter approval. This will be done within two years of receiving legislative authority.
5. If one or more ballot questions pass, the city will also pass an ordinance imposing the tax and notify the commissioner of Revenue at least 90 days before the first of the calendar quarter that the tax will be imposed.
6. Upon completion of the aforementioned requirements, the local sales tax will commence and run for a duration of 20 years or until a sum sufficient to fund the voter approved projects, including related issuance and interest costs, is raised, whichever comes first.

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

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) SS
COUNTY OF RAMSEY)

I, 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 9th day of, January, 2023 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 9th of January, 2023

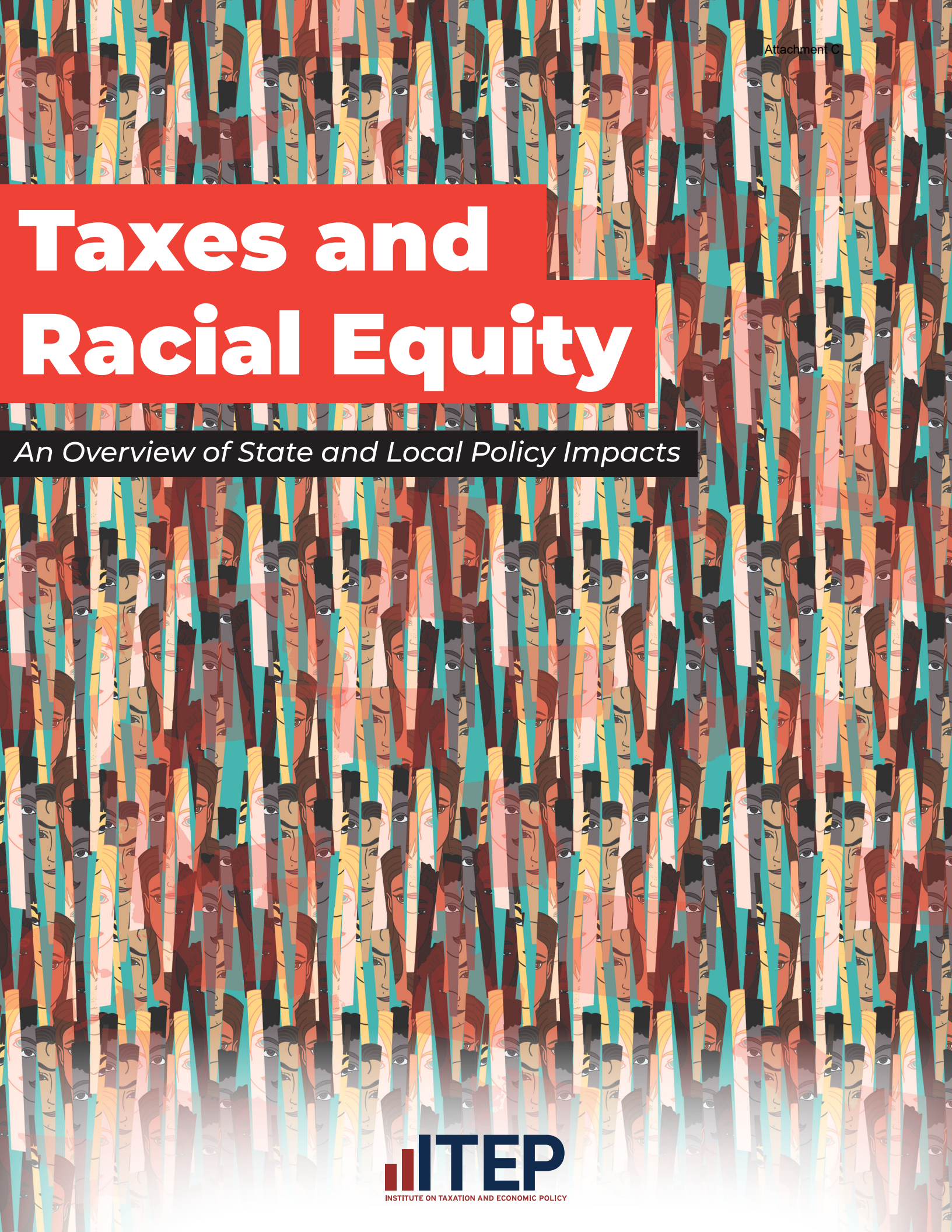
SEAL

_____
Patrick J. Trudgeon, City Manager

Attachment C

Taxes and Racial Equity

An Overview of State and Local Policy Impacts



ITEP

INSTITUTE ON TAXATION AND ECONOMIC POLICY

Taxes and Racial Equity

An Overview of State and Local Policy Impacts

Misha Hill

Carl Davis

Meg Wiehe

Institute on Taxation and Economic Policy

March 2021

About the Institute on Taxation and Economic Policy

ITEP is a non-profit, non-partisan tax policy organization. We conduct rigorous analyses of tax and economic proposals and provide data-driven recommendations on how to shape equitable and sustainable tax systems. ITEP's expertise and data uniquely enhance federal, state, and local policy debates by revealing how taxes affect both public revenues and people of various levels of income and wealth.

Acknowledgments

The authors wish to thank Jessica Schieder, Lorena Roque, Matt Salomon, Matt Gardner, and Erika Frankel for their data work that made the analyses in this report possible. Thanks also to Kamolika Das, Aidan Davis, Lisa Christensen Gee, Marco Guzman, and Dylan Grundman O'Neill for research support and to Stephanie Clegg for the report's layout.

EXECUTIVE SUMMARY

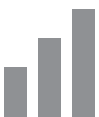
Historic and current injustices, both in public policy and in broader society, have resulted in vast disparities in income and wealth across race and ethnicity. Employment discrimination has denied good job opportunities to people of color. An uneven system of public education funding advantages wealthier white people and produces unequal educational outcomes. Racist policies such as redlining and discrimination in lending practices have denied countless Black families the opportunity to become homeowners or business owners, creating extraordinary differences in intergenerational wealth. These inequities have long-lasting effects that compound over time.

State and local tax policies interact with this severe inequality in important ways. Revenues raised through taxes are vital to funding public investments in education, health, and the safety net, all of which can help combat inequality. But some state tax systems exacerbate racial income inequality by taxing low-income people, a disproportionate share of whom are people of color, at higher rates than other families. Such regressive tax structures can make racial income inequality worse as incomes become more unequal after state and local taxes. A progressive system for raising revenue, however, can narrow racial income gaps by asking more of families with the highest incomes, who are predominately white. When state policymakers leave immense racial and ethnic income inequality unaddressed in state tax codes, they solidify that inequality.

It is difficult for policymakers and the public to fully understand the impact of tax laws across race and ethnicity in part because tax return data do not include information on taxpayers' races. To fill this void, we have merged tax and survey data within our microsimulation tax model to allow for race and ethnicity-specific tax estimates. We use this new capacity in this report to illuminate how state and local tax policies have differential impacts across race.

Consumption taxes, most notably general sales taxes, are the most regressive type of taxes relied on by state and local governments and the most significant drivers of racial inequity in state and local tax codes. Low- and middle-income families pay a larger share of their incomes in consumption taxes than the rich. While most low-income taxpayers are white because they remain a majority of the U.S. population, a disproportionate share of Black, Hispanic, Indigenous and other households of color are in lower-income groups due to the legacy of racist public policies and ongoing discrimination. So, policies that disadvantage low-income individuals and families—like heavy reliance on sales and excise taxes—have a disproportionately negative effect on people of color. Wealthier white families, who enjoy systemic advantages that have positioned them to save and build their wealth, tend to pay lower sales and excise tax rates since the portion of income set aside into savings is only taxed after a lengthy delay, if at all.

Income taxes can help to address income inequality by asking more of families with higher incomes, thus narrowing post-tax income gaps between high and low-income taxpayers. Flat-rate income taxes, or those littered with carveouts for investors or other high-income families, have limited potential to reduce yawning racial income gaps. Robust, progressive personal income taxes—which include meaningfully graduated tax rates, broad bases, and significant refundable low-income tax credits—are more effective at narrowing the racial income gap. Income taxes are, of course, just one part of a much larger package of policies needed to address inequality as evidenced by the fact that



states with robust income taxes continue to experience severe racial income inequality even after those taxes are applied.

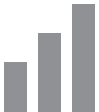
The effect of real estate property taxes across race and ethnicity is nuanced and complex. Vast differences in intergenerational wealth and a long history of racist housing policy have allowed white households to achieve homeownership rates far beyond those in communities of color. Those forces, together with white homebuyers' aversion to living in areas with large nonwhite populations, have also led to significantly higher market values for white-owned homes relative to those owned by people of color. These factors can lead to higher property tax payments and, as a result, better-funded schools in majority white areas. But renters, a disproportionate share of whom are people of color, also pay the property tax indirectly through their rent payments. Compounding the challenges in property tax payments, housing segregation and assessment discrimination can result in higher tax bills for people of color relative to what white homeowners in similarly valued homes pay.

The overall tax level also has important consequences for racial equity, as states need robust revenues to fund deep investments in services and institutions that can advance racial and economic equity. Adequate funding for education, health, childcare, affordable housing, and other priorities is essential for moving toward broadly shared prosperity. A regressive tax code that asks the least of high-income families will struggle to raise adequate revenues during times when affluent, predominately white families, are enjoying an outsized share of all new income growth.

One way this report illustrates the disparate impact of various tax policies is by comparing and contrasting taxes in Tennessee and Minnesota, two states with dramatically different tax codes. Tennessee does not levy a personal income tax, relies very heavily on sales taxes to fund public services and institutions, and does not offer any refundable credits to low-income families. As a result of these policy choices, Tennessee's tax code is worsening racial income gaps. Hispanic and Black families are taxed at higher average rates than higher-income white residents. Relative to the statewide average, Black families tend to pay an additional 1 percent of their income in Tennessee state and local taxes while Hispanic families pay an additional 0.9 percent.

Minnesota, by contrast, levies a robust personal income tax with refundable credits for low-income families and higher rates for top earners, thereby allowing the state to rely less heavily on regressive sales taxes. Minnesota appropriately taxes lower-income groups at rates slightly below the statewide average. Black families, for instance, pay a rate 0.4 percentage points below average while Indigenous families pay an average rate 0.5 percent below average, and Hispanic families' average rate is 0.7 percent below average. White families, by contrast, pay slightly more on average because they have higher average incomes. Overall, by tending to tax people of color at slightly lower rates than white families with higher incomes, Minnesota's tax system slightly mitigates racial income inequality. Of course, high-income households of color pay taxes above the state average and poor white families pay tax rates below the state average. And to be clear, racial income inequality remains intact post tax in Minnesota.

Different tax types have varying impacts on the racial income divide, which has significant implications for reformers seeking to overhaul their tax codes. Centuries



of policy advantage and privilege have led to a significant overconcentration of white families among the nation's top earners. Because of this, tax policies designed to benefit high-income or high-wealth taxpayers—like cutting top income tax rates, affording preferential tax treatment to investors, neglecting to levy estate taxes and other forms of wealth taxation, and funding government mainly through regressive consumption taxes—primarily benefit an affluent group of families that is overwhelmingly white. Similarly, increasing sales and excise taxes to buy down income tax or property tax rates, as many states have done in recent years, tends to redistribute income away from moderate-income families of all races and mostly toward wealthier white families instead.

Raising income taxes to lessen reliance on regressive sales and excise taxes can help state tax systems move toward easing the racial income divide, or at least not worsening it. Taxing the rich at higher rates is arguably the most important thing state and local government can do to improve racial equity in their tax codes both because of the direct effect of the tax on narrowing income divides and because of the public investments made possible by the revenue that such a reform can raise. Higher taxes on top earners, a group that is disproportionately white, allow states to use their tax codes to reduce racial inequity.

Policymakers can generate more economic and racial equity with better decisions about state and local taxes.

Socioeconomic disparities by race and ethnicity extend beyond current income levels, and it is important to account for those differences when assessing the impact of taxes on racial equity. Years of racism and discrimination across all segments of society—the housing market, labor market, financial industry, education systems, criminal justice, and other areas—have prevented people of color from building wealth on the same level as white families. Policies that advantage wealth, such as tax subsidies for investment or business income, therefore disproportionately favor white households even if income is held constant. Similarly, Black and Hispanic households are much less likely than white households of the same income level to own their homes, and this tilts certain tax policies such as the mortgage interest deduction, property tax deduction, exclusion of gains on home sales, and other homeowner-only tax breaks heavily in favor of white households.

Policymakers can generate more economic and racial equity with better decisions about state and local taxes. By enacting progressive income taxes with more brackets at the top, restoring estate or inheritance taxes, taxing earnings from wealth at least as much as earnings from work, and taxing wealth itself, policymakers can meaningfully address economic and racial inequality and create a more equitable nation.

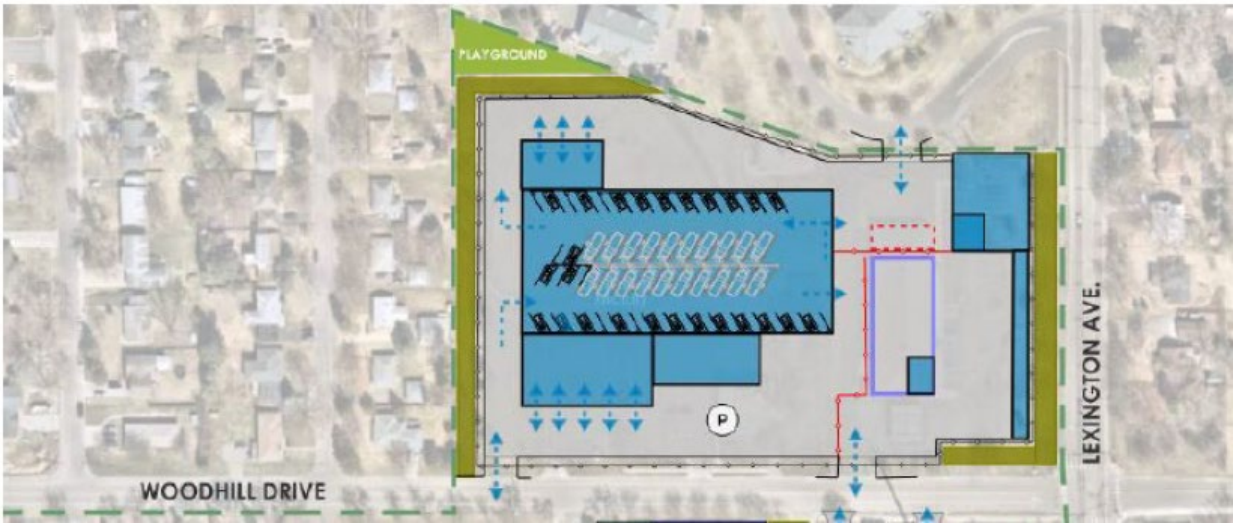
CITY OF ROSEVILLE

MAINTENANCE FACILITY

DOCUMENTATION OF REGIONAL SIGNIFICANCE



THE REGIONAL SIGNIFICANCE OF THE ROSEVILLE MAINTENANCE FACILITY



The City of Roseville, located in Ramsey County, is a first ring suburb of St. Paul and Minneapolis. Roseville is home to 36,254 residents, 15,554 households, and over 34,000 jobs within the community. Roseville shares borders with 10 different communities including St. Paul and Minneapolis and has the principal arterials of Hwy. 36 and I-35W corridors as well County Road minor arterials that traverse through the city. As a result of its location and amenities, Roseville is a regional destination for jobs, shopping, and recreation.

The Roseville Maintenance Facility is a 60,000 square foot facility sitting on approximately 3.75 acres on the City's Civic Campus. It houses vehicles, equipment, materials and staff responsible for the maintenance of public works infrastructure and parks and recreational facilities across the City such as:

- Local, collector and arterial roadways
- Water distribution system serving Roseville and providing water connection to the City of Arden Hills
- Sanitary Sewer system
- Storm water system including regional waterbodies such as Lake Owasso and McCarrons Lake
- Regional Park facilities including the Guidant John Rose Minnesota Oval outdoor skating facility and the Cedarholm Golf Course
- Over 100 miles of pathways many of which are located along regional transportation corridors such as Lexington Ave (CSAH 50), Snelling Ave (TH 51), Fairview Ave (CSAH 48) and Rice Street (CSAH 49)

The facility also houses the City's vehicle maintenance operations which maintains over 200 vehicles including police and fire vehicles.

Parks and Recreation

Roseville's Parks Maintenance staff, housed in the Maintenance Facility, maintains 32 award winning parks, seven rentable buildings and picnic shelters, an arboretum, skating center, nature center and more. All of these facilities are available and used by individuals outside of the City of Roseville. Further, the Roseville Area School District, which serves Roseville, Little Canada, Falcon Heights, and portions of Shoreview and Maplewood, make use of Roseville Park facilities for educational programming and sports events. Youth sports associations that serve this and additional surrounding communities also make use of Roseville park facilities.

Regional Transportation Systems

Roseville maintenance staff, by agreement, are required to maintain trails, sidewalks and other pathway facilities along the regional roadway system within Roseville. This includes clearing snow off of major regional corridor trails such as County Road C, Fairview Ave and Lexington Ave. Staff is also responsible for maintaining lighting and other amenities along these same corridors. The staff, equipment and vehicles used to maintain this infrastructure is housed at the Roseville Maintenance Facility.

FACILITY DEFICINCIES

This facility, originally constructed on this site in 1957, has been expanded and remodeled numerous times over the past 65 years. However, City operations have outgrown the space and there is no room to expand on the current site.

The City has conducted two major space needs studies over the past 6 years including a thorough Space Needs Study and a follow up Civic Campus Master Plan study. Both studies indicated that given current operations and expected growth that the Maintenance Facility should be approximately 100,000 square feet in size, nearly 40% larger than the current size of the facility.

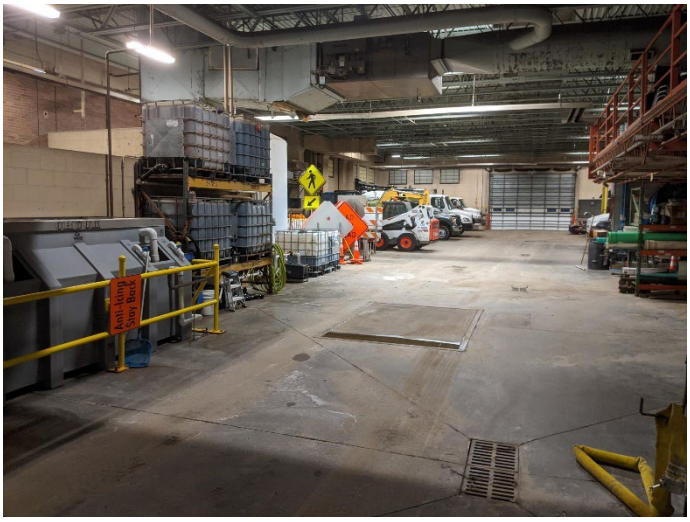
This need for simple space is highlighted by the fact the City is forced to store trailers, castings, replacement poles and other materials outside year round, reducing the serviceable life of much of the material. The City is also currently leasing seasonal storage space offsite to house equipment and vehicles that don't fit in the current facility. Some of this space is actually located outside the City of Roseville at the State Fair grounds. Staff is then forced to rotate equipment and vehicles seasonally. Also, the City is currently paying over $60,000 per year for this lease space, which will of course increase over time.

As well as being too small, much of the facility is outdated and behind modern standards and requirements. A prime example of this is the vehicle wash bay. It is undersized for the City's large vehicles such as snow plows and the jetter, forcing maintenance staff to wash off vehicles

outside, often times in freezing conditions which creates a hazard for the maintenance worker. It also lacks proper drainage for the wash out material; a new wash bay would allow the City to meet current standards and regulations.

The City is also delaying needed maintenance on its fuel islands and fuel tanks not wanting to make a large investment in components of an aging facility.

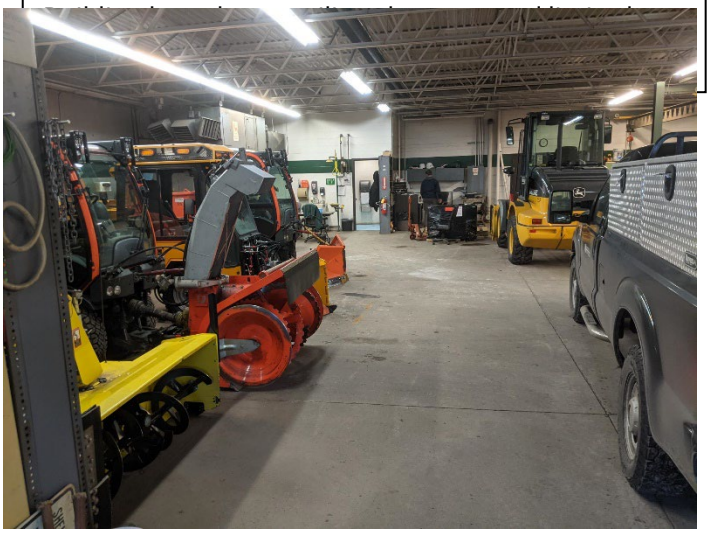
Additionally, the space that we do have is largely too small for larger vehicles, lacks proper clearances and work space, and requires rotating vehicles and equipment to provide work space for the maintenance staff. In short, it is extremely inefficient for the variety of maintenance activities that occur inside and around the current facility.

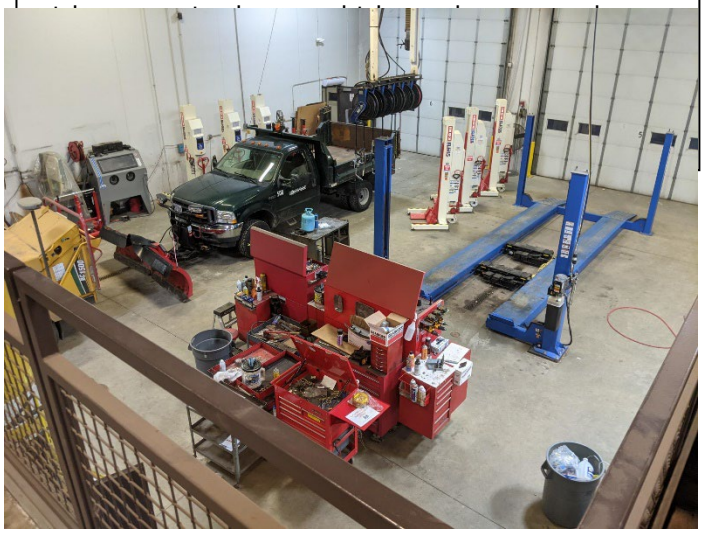




Constructed in 1980, the North Maintenance

The existing wash bay is only large enough for a large





The Parks shop and vehicle storage area, was originally the Police garage. It is not designed for larger maintenance equipment and the space serves as both vehicle storage and workshop space.

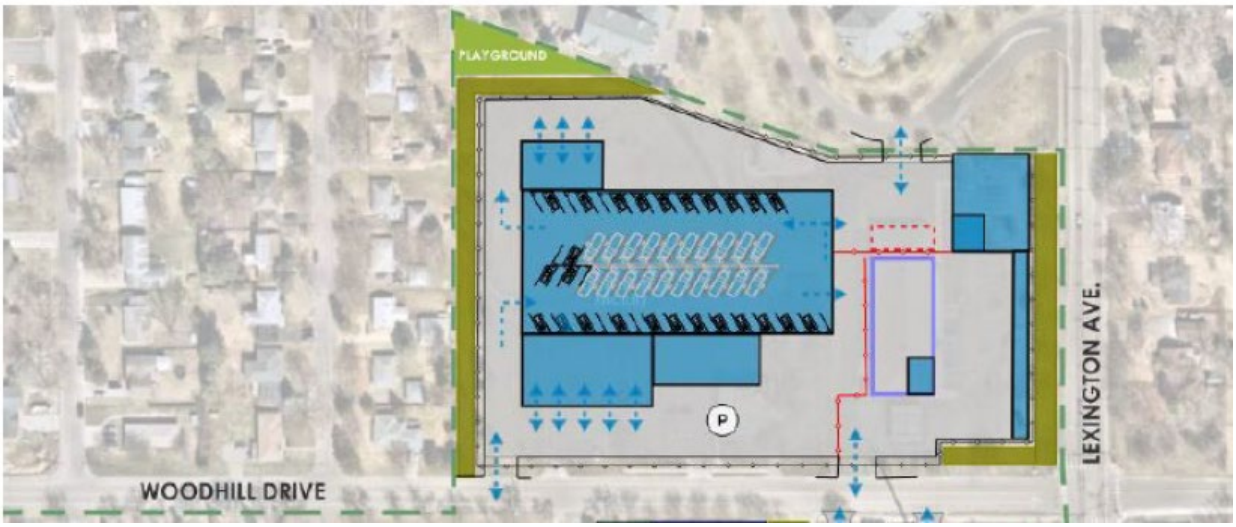
The vehicle maintenance area has three vehicle bays; one of which doubles as a welding workshop area. Given the size of the City's fleet additional bays and at least one more full-length bay would make the operation much more efficient.



With just over one acre of actual yard space, and the deficient space inside, the yard area of the current maintenance facility is overcrowded and has trailers, castings and other equipment and materials stored outside limiting space for other materials like water break spoils, sand, gravel and topsoil.

PROPOSED FACILITY

A new facility will provide a much more efficient, modern, safe and sustainable facility for the future. It will provide space to expand and be flexible enough to reconfigure as maintenance equipment needs evolve and grow. The new facility is estimated to cost $64.2 million including planning and design, right-of-way acquisition and business relocation, construction and infrastructure required to serve the new facility.



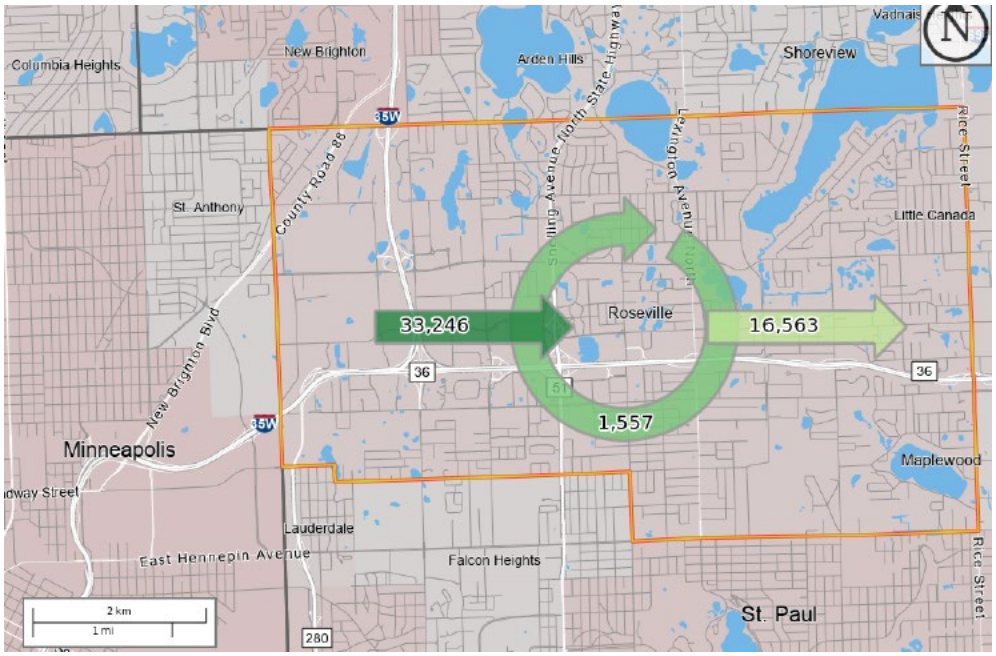
Proposed 112,000 square foot Maintenance Facility on 7.5 acres of land

Roseville as a Regional Shopping Destination

Data received in a 2022 report by Environics Analysis commissioned by the City of Roseville indicates that retail sales, including food and beverage sales, totals approximately $1.33 billion annually. In its model, Environics show that overall sales are significantly more than what the demand by Roseville's residents for these goods were, making Roseville a major regional shopping destination. Rosedale Center alone has 1.3 million square feet of retail uses and has over 14 million visitors annually. There are 1.5 million people within fifteen miles of Roseville. Based on all of these factors, non-residents generate significant activity across all retail sectors and therefore Roseville has to provide infrastructure (utilities, local roads, traffic control, and pathways) and service for these businesses that serve non-city residents with city resources.

Employment in Roseville

US Census Data from 2019 shows that Roseville's nearly 1,500 businesses creates 34,803 jobs in Roseville. Of that number, 33,246 (or 95%) were not residents of Roseville. This data shows that Roseville is a major regional employment center, and that Roseville serves over 65,000 persons when combining daytime and nighttime populations.



Due to the high concentration of jobs in Roseville, there is heavier use of the city's infrastructure by the non-taxpayer. As a result, the costs to maintain the local infrastructure is borne by the Roseville taxpayer.

Regional Transportation Network in Roseville

A significant portion of traffic in Roseville originates from outside of its boundaries. The following table shows the current traffic volumes and those forecasted for 2040.

	Current ADT	2040 Projected ADT
TH 36	91,000	96,000
I-35W	155,000	162,000
Snelling Ave (TH 51)	45,000	46,000
Lexington Ave (CSAH 50)	16,800	19,000
Rice Street (CSAH 49)	19,400	22,000
Fairview Ave (CSAH 48)	23,000	24,000

Roseville is served by 15 fixed and 6 express Metro Transit bus routes including the Bus Rapid Transit Route A along Snelling Ave. and the Rosedale Transit Center.

Due to its adjacency to St. Paul and Minneapolis, numerous vehicle trips from non-residents travel through Roseville on a daily basis and often use local infrastructure as part of that travel. As a result, the costs to maintain the local infrastructure and associated facility needs is borne by the Roseville taxpayer.

Leisure and Recreation Opportunities in Roseville

The City of Roseville maintains and operates 32 parks that contain 679 acres of recreation and open space and 67 miles of trails and walkways. The City's Park and Recreation Department offers more than 1,000 recreation programs and events that serve the greater Roseville area.

Pre-pandemic, the Roseville Parks and Recreation Department brought over 56,000 residents and non-residents together for community-wide events. The City's Cedarholm Golf Course has over 20,000 rounds of golf played annually. Over 30,000 people used our park building facilities either through rentals or recreational programming. The City's Harriet Alexander Nature Center and Muriel Sahlin Arboretum have over 20,000 visitors during the year that visit to enjoy the beauty of nature. The Guidant John Rose Minnesota OVAL is a facility that serves the entire state, provides public skating opportunities for over 20,000 people a year and hosts national and international speed skating and bandy competitive events.

A sizeable number of users of Roseville's Parks and Recreation programs, facilities, and events are non-residents that use the City's infrastructure. As a result, the costs to maintain the local infrastructure and associated facility needs is borne by the Roseville taxpayer

CITY OF ROSEVILLE

LICENSE AND PASSPORT CENTER

DOCUMENTATION OF REGIONAL SIGNIFICANCE



ROSEVILLE

THE REGIONAL SIGNIFICANCE OF THE ROSEVILLE LICENSE AND PASSPORT CENTER



License and Passport Center Concept including parking lot and supporting green space

The City of Roseville, located in Ramsey County, is a first ring suburb of St. Paul and Minneapolis. Roseville is home to 36,254 residents, 15,554 households, and over 34,000 jobs within the community. Roseville shares borders with 10 different communities including St. Paul and Minneapolis and has the principal arterials of Hwy. 36 and I-35W corridors as well County Road minor arterials that traverse through the city. As a result of its location and amenities, Roseville is a regional destination for jobs, shopping, and recreation.

The Roseville License and Passport Center, located in along Lexington Ave in the City of Roseville, provides driver's licenses, vehicle tabs, hunting and fishing licenses, passports, and other services to residents of Roseville and much of Ramsey County and the Twin Cities metro area. The facility is extremely busy and has over 200,000 transactions annually per year. Also,

many people from throughout the Twin Cities metro have utilized the Roseville Passport Center in preparation for their international trips.

The License and Passport Center has been in its current space since 2000 in leased space from the Lexington Shops retail center. As time went on, the License and Passport Center served more and more customers and changes were required by the federal government to separate the general license operation space from the passport service area. This required more space. Ultimately the City decided to purchase the retail center in order to provide more space for long term growth of the Civic Campus.

The City anticipated that the popular License and Passport Center needed to grow if it was to remain a convenient and efficient location for its customers to meet their needs. Therefore, in 2017 the City conducted a space needs analysis which identified several space and operational deficiencies of the current space. This was followed up with a Civic Campus Master Plan which analyzed the needs of the overall campus and provided concepts to meet the many needs of the City well into the future.

Primarily the studies identified that the current 5,000 square foot space should be nearly 10,000 square feet in size. This would provide sufficient separation of the operations as required by federal regulations, as well as efficient circulation, allow room for growth and provide staff support spaces and an expanded waiting area.

The new facility will also provide additional recreational space for the City's Parks and Recreation programs. Currently, the City operates a dance studio program out of open space in the retail center. This space is too small for the size of the program and limits potential growth of the popular recreational program. A new Dance and Wellness Studio, a 5,000 square foot open recreational space with restroom and other support amenities, will be the home of the Roseville School of Dance, various adult wellness classes such as yoga and mindfulness and could be available to community and non-community users when not in use for City programs.

The cost of the new facility is estimated to be around $12.7 million and would include costs for design, construction, relocation and required infrastructure to support the new facility.

Roseville License and Passport Center serves the region

In 2019, the Roseville License and Passport Center processed 204,912 transactions which included tab renewals, drivers' license renewals, title transfers, DNR permits, Auto Dealer title transfers, and the processing of passport applications.

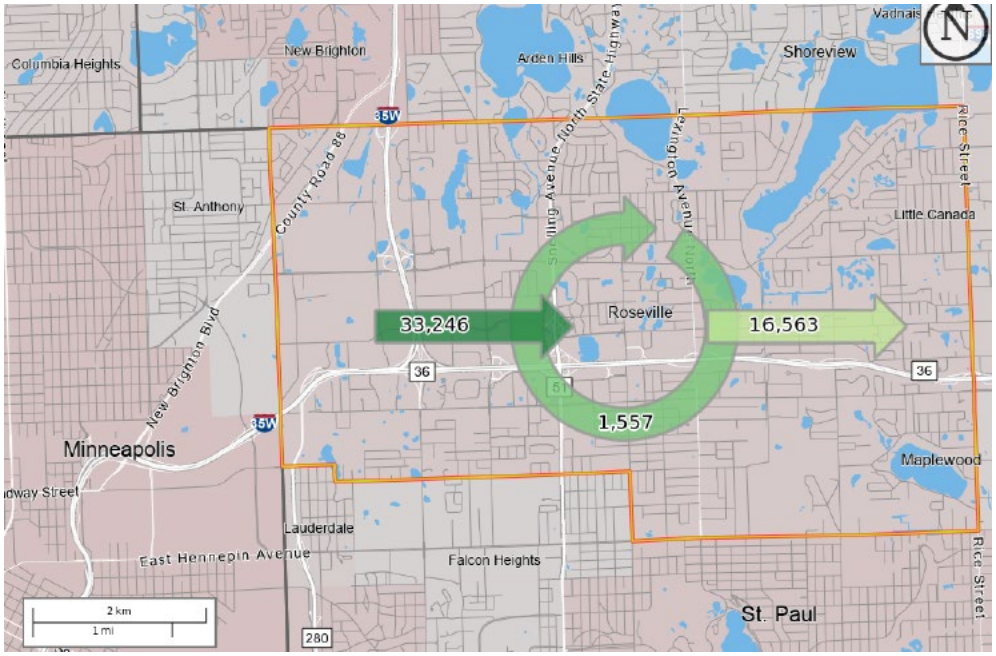
2019 Roseville License and Passport Center Transactions per month and total transactions

Auto Dealer Titles: ALL													
Long App	2,628	2,093	2,833	3,290	3,617	3,447	2,541	2,181	2,420	2,687	2,264	2,921	32,922
Renewal	2,498	2,327	1,454	1,693	1,512	1,103	908	1,599	1,497	1,504	1,177	1,355	18,627
No Fee	5	9	7	11	-	2	1	26	4	30	90	1	186
Auto Dealer Total	5,131	4,429	4,294	4,994	5,129	4,552	3,450	3,806	3,921	4,221	3,531	4,277	51,735
Indiv. Vehicle Titles: Regular	1,259	916	1,457	1,721	1,601	1,402	1,571	2,209	1,513	1,312	942	1,142	17,045
Indiv. Vehicle Titles: Expedite	17	9	12	13	26	21	13	8	11	8	4	5	147
Vehicle Tab Renewals	5,275	5,634	6,839	6,177	6,078	5,899	5,134	4,984	5,597	4,720	3,598	4,169	64,104
No Fee MV Transactions	43	57	56	46	62	54	32	71	44	58	33	29	585
Drivers' Licenses: Standard	2,556	2,200	2,745	2,572	2,691	2,732	2,635	2,532	2,217	2,243	1,726	1,708	28,557
Drivers' Licenses: Real	463	385	527	550	578	567	693	753	756	1,346	1,026	1,021	8,665
Drivers' Licenses: Enhanced	49	28	33	53	64	51	59	70	84	127	118	120	856
Drivers' Licenses - No Fee	225	267	313	267	247	211	189	237	199	217	179	228	2,779
DL Book / Other	73	18	27	36	17	25	13	30	25	27	26	24	341
DNR Recreational Vehicles	342	237	172	399	643	472	337	167	94	96	59	138	3,156
DNR Fish & Game	6	5	13	16	41	28	8	11	5	5	8	9	155
Other State Trans Total	10,308	9,756	12,194	11,850	12,048	11,462	10,684	11,072	10,545	10,159	7,719	8,593	126,390
Passports	1,302	912	1,357	1,175	870	880	862	874	812	1,073	878	1,080	12,075
Passport photos	1,399	1,103	1,512	1,398	1,083	1,063	1,166	1,084	1,063	1,416	1,103	1,322	14,712
Passport Transactions	2,701	2,015	2,869	2,573	1,953	1,943	2,028	1,958	1,875	2,489	1,981	2,402	26,787
Total Transactions	18,140	16,200	19,357	19,417	19,130	17,957	16,162	16,836	16,341	16,869	13,231	15,272	204,912

Past customer surveys show that nearly 80% of the customers of the Roseville License and Passport Center are non-Roseville residents. The Roseville License Center ranks among the busiest of the state's Deputy Registrars.

Employment in Roseville

US Census Data from 2019 shows that Roseville's nearly 1,500 businesses creates 34,803 jobs in Roseville. Of that number, 33,246 (or 95%) were not residents of Roseville. This data shows that Roseville is a major regional employment center, and that Roseville serves over 65,000 persons when combining daytime and nighttime populations.



Due to the high concentration of jobs in Roseville, many persons that work in Roseville utilize the Roseville License and Passport Center services on a regular basis.

Roseville as a Regional Shopping Destination

Data received in a 2022 report by Evironics Analysis commissioned by the City of Roseville indicates that retail sales, including food and beverage sales, totals approximately $1.33 billion annually. In its model, Envrionics show that overall sales are significantly more than what the demand by Roseville's residents for these goods were, making Roseville a major regional shopping destination. Rosedale Center alone has 1.3 million square feet of retail uses and has over 14 million visitors annually. There are 1.5 million people within fifteen miles of Roseville. Based on all of these factors, non-residents generate significant activity across all retail sectors and therefore Roseville has to provide infrastructure (utilities, local roads, traffic control, pathways) and service for these businesses that serve non-city residents with city resources.

Given the amount of shoppers and consumers that come to Roseville on a daily basis, many of these visitors utilize the Roseville License and Passport Center as part of their visit to Roseville.

Regional Transportation Network in Roseville

A significant portion of traffic in Roseville originates from outside of its boundaries. The following table shows the current traffic volumes and those forecasted for 2040.

	Current ADT	2040 Projected ADT
TH 36	91,000	96,000
I-35W	155,000	162,000
Snelling Ave (TH 51)	45,000	46,000
Lexington Ave (CSAH 50)*	16,800	19,000
Rice Street (CSAH 49)	19,400	22,000
Fairview Ave (CSAH 48)	23,000	24,000

*The Roseville License and Passport Center is located on Lexington Ave.

Roseville is served by 15 fixed and 6 express Metro Transit bus routes including the Bus Rapid Transit Route A along Snelling Ave. and the Rosedale Transit Center.

Leisure and Recreation Opportunities in Roseville

The City of Roseville maintains and operates 32 parks that contain 679 acres of recreation and open space and 67 miles of trails and walkways. The City's Parks and Recreation Department offers more than 1,000 recreation programs and events that serve the greater Roseville area.

Pre-pandemic, the Roseville Parks and Recreation Department brought over 56,000 residents and non-residents together for community-wide events. The City's Cedarholm Golf Course has over 20,000 rounds of golf played annually. Over 30,000 people used our park building facilities either through rentals or recreational programming. The City's Harriet Alexander Nature Center and Muriel Sahlin Arboretum have over 20,000 visitors during the year that visit to enjoy the beauty of nature. The Guidant John Rose Minnesota OVAL is a facility that serves the entire state, provides public skating opportunities for over 20,000 people a year and hosts national and international speed skating and bandy competitive events.

With the strong draw of Roseville's parks and facilities, many non-residents utilize the Roseville License and Passport Center when they visit Roseville.

REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 7.i

Department Approval

City Manager Approval

Item Description: Consider Adoption of Roseville's 2023 Legislative Priorities

BACKGROUND

At the November 28 and December 5, 2022 meetings, the City Council discussed 2023 Legislative Priorities. As a result of the discussion, the draft 2023 Legislative Priorities are listed below:

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

- Seek financial support for capital improvements for the state and regional asset of the Guidant John Rose Minnesota OVAL and support facilities through the State Bonding Bill
- Allow Municipal Hotel Licensing
- Regulate the sale of catalytic convertors
- Increased funding to local governments to address emerald ash borer
- Allowing a Taproom and Cocktail Room on the same premise
- Enact statewide Licensing of Massage Therapists
- Enact Local Option Sales Tax for Roseville

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

- Amend state law to provide for the opportunity for city officials to participate virtually at city meetings from a remote location without having to open the remote location to the public as long as at least one publically accessible location is offered when not in pandemic emergency
- Approve statewide conversion therapy ban
- Increase fees allocated to local Deputy Registrars
- Funding for Mental Health Voluntary Engagement
- Increase funding for mental health services and resources for public safety
- Implement Police Officer arbitration reform
- Increase affordable housing funding
- Advocate for an increase in Transportation Funding
- Amend State Building Code Chapter 1306 to Allow Municipalities to Require Sprinkler Systems in R-2 (Multi-Family) Occupancy Groups
- Improve Absentee Balloting
- Continue to fund the DEED Redevelopment Grant Program and the Demolition Loan Program
- Create presumptive coverage for Firefighters diagnosed with cancer
- Improve transparency of information property tax notices sent by counties

- Allow for the use of city website or other technology-based methods for official notices
- Review the effectiveness of state law with the regulation of emergency services
- Police Officer Recruitment and Retention
- Racial Equity Data
- Regulation of cannabinoid products
- Support legislative efforts to require the Department of Labor and Industry to adopt an advanced energy standard as part of the State Building Code and other legislative efforts to support zoning and financial incentives at the local level to encourage sustainable building design, construction, and operation strategies that aim to lower overall greenhouse gas emissions.

The last bullet item under Other Priorities was added as a result of discussion at the December 5, 2022 meeting. The City Council should review the wording in the new priority to make sure it captures the intent expressed at the December meeting.

Finally, Mayor Roe has suggested one additional addition to the City's 2023 Legislative Priorities centered around support of Ramsey County's Youth Violence Response Proposal. Information about Ramsey County's request is in included at Attachment B.

POLICY OBJECTIVE

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

BUDGET IMPLICATIONS

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

RACIAL EQUITY IMPACT SUMMARY

While the racial equity toolkit was not utilized to analyze the equity impact for each legislative priority, it is important to acknowledge that each priority has racial equity impacts. As the City's legislative policies are mostly centered around state laws and policies, a broader state-wide equity lens is needed to ensure that racial equity disparities are addressed. As the Legislature considers the City's legislative priorities, the City will advocate that racial equity impacts are considered in the drafting and consideration of the legislation. In addition, as part of future City legislative priority consideration, staff will conduct a racial equity impact analysis for items when appropriate.

STAFF RECOMMENDATION

Staff recommends the City Council should review and consider adoption of the 2023 Legislative Priorities.

REQUESTED COUNCIL ACTION

The City Council should review and consider adoption of the 2023 Legislative Priorities.

Prepared by: Patrick Trudgeon, City Manager (651) 792-7021

Attachments: A: Draft 2023 Roseville Legislative Priorities
B: Ramsey County Youth Violence Response Proposal Fact Sheet

City of Roseville
2023 Legislative Priorities

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

- Seek financial support for capital improvements for the state and regional asset of the Guidant John Rose Minnesota OVAL and support facilities through the State Bonding Bill
- Allow Municipal Hotel Licensing
- Regulate the sale of catalytic convertors
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- Implement Police Officer arbitration reform
- Increase affordable housing funding
- Advocate for an increase in Transportation Funding
- Amend State Building Code Chapter 1306 to Allow Municipalities to Require Sprinkler Systems in R-2 (Multi-Family) Occupancy Groups
- Improve Absentee Balloting
- Continue to fund the DEED Redevelopment Grant Program and the Demolition Loan Program
- Create presumptive coverage for Firefighters diagnosed with cancer
- Improve transparency of information property tax notices sent by counties
- Allow for the use of city website or other technology-based methods for official notices
- Review the effectiveness of state law with the regulation of emergency services
- Review the effectiveness of state law with the regulation of emergency medical services
- Police Officer Recruitment and Retention
- Racial Equity Data
- Regulation of cannabinoid products
- Support legislative efforts to require the Department of Labor and Industry to adopt an advanced energy standard as part of the State Building Code and other legislative efforts to support zoning and financial incentives at the local level to encourage sustainable building design, construction, and operation strategies that aim to lower overall greenhouse gas emissions.

Ramsey County Youth Violence Response Proposal

HF 4624 (Rep. Her)/SF 4286 (Sen. Murphy)

Recent increases in violent behavior by young people, particularly carjackings, has brought more attention to a longstanding problem. A lack of culturally appropriate, community-based out of home placement options and other interventions for youth who engage in serious delinquent behavior has been a broadly recognized problem for years.

Subdivision 1 funds Ramsey County to create up to 25 community-based and culturally specific placements in up to 7 secure intensive treatment homes. Youth placed in these residential settings will receive intensive wraparound therapeutic and social services.

Placement at the State's juvenile correctional facility in Redwing, other secure facilities, and adult certification will still be an option for those who commit the most severe offenses; but for others, more supportive and sometimes secure placements in the community close to family and community, and other interventions, can prevent behavior from reaching the most serious level in the first place.

These homes will further Ramsey County's goal of keeping youth closer to family, community, and natural supports, in culturally appropriate, community-based, and family-engaged sites, services, and activities.

These homes will be developed in collaboration with community and will include continuous learning with and from these youth and their families and service providers to improve the treatment and services we can provide to these young people.

Subdivision 2 funds grants that will be used for youth violence prevention and family support to boost the effectiveness of these treatment homes.

Community based grantees will be required to:

- Create family support groups and resources to support families during the time a young person is placed out-of-home and support the family through the period of post-placement reentry. This can be peer-to-peer support for families, as well as mental health and other community support.
- Create community-based sites for conflict or crisis de-escalation to prevent incarceration or further systems involvement. Law enforcement can bring youth to these sites for short-term stays to de-escalate a situation and get families to needed support services.
- Establish additional meaningful employment opportunities for systems-involved youth.

Supporters of this proposal include: The Ramsey County Board of Commissioners, The Ramsey County Attorney, the Ramsey County Sheriff, and the Minnesota Business Partnership

Questions? Contact Government Relations Specialist Melissa Finnegan, Melissa.Finnegan@ramseycounty.us, 651-278-8374

REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 10.a

Department Approval

Michelle Pietrick

City Manager Approval

Item Description: Approval of Payments

BACKGROUND

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

Check Series #	Amount
ACH Payments	$1,776,211.85
105316-105613	$2,936,757.87
Total	$4,712,969.72

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

POLICY OBJECTIVE

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

BUDGET IMPLICATIONS

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

RACIAL EQUITY IMPACT SUMMARY

N/A

STAFF RECOMMENDATION

Staff recommends approval of all payment of claims

REQUESTED COUNCIL ACTION

Motion to approve the payment of claims as submitted

Prepared by: Joshua Kent, Assistant Finance Director
Attachments: A: Checks for Approval

Bank Reconciliation

Board Audit

User: Joshua.Kent
Printed: 12/30/2022 - 3:36PM
Date Range: 11/30/2022 - 12/31/2022
Systems: 'AP'

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 100 General Fund				
Department: 00 General Function				
0	LINA	Bill Reference - 15688_110122 Accou	11/30/2022	5,728.34
0	LINA	Dec Life, AD&D and LTD	12/27/2022	5,422.69
0	Medsurety-Non Bank	Nov Medsurety	11/30/2022	4,851.23
0	Sourcewell-Non Bank	Health Insurance Nov	11/30/2022	98,485.76
		Total for Department: 00 General Function		114,488.02
Department: 01 General Government				
0	Adam's Pest Control Inc	First Stricke soft bait target pests and (	12/27/2022	134.72
0	American Mailing Machines-Non Bank	Postage Machine Deposits	11/30/2022	9,000.00
0	DG Minnesota CS 2021, LLC	Main Solar Gardens Invoice	11/30/2022	2,617.25
0	DG Minnesota CS 2021, LLC	Main - monthly solar payment	12/27/2022	948.21
0	Erickson, Bell, Beckman & Quinn P.A.	Total Professional Services	11/30/2022	17,512.00
0	Erickson, Bell, Beckman & Quinn P.A.	Prosecution Services	12/14/2022	14,330.00
0	Erickson, Bell, Beckman & Quinn P.A.	Professional services November 2022	12/21/2022	17,512.00
0	Fikes, Inc.	Operating Supplies	11/30/2022	618.76
0	Fikes, Inc.	Operating Supplies	12/14/2022	257.66
0	Fikes, Inc.	City Hall Op Supplies	12/21/2022	99.63
0	Greenhaven Printing	Window Envelopes	11/30/2022	579.30
0	Greenhaven Printing	Window Envelopes	12/27/2022	736.36
0	Innovative Office Solutions	Office Supplies	11/30/2022	1,051.77
0	Jeffrey Lopez	Critical Issues in Criminal Justice Syst	12/07/2022	1,500.00
0	Life Safety Systems, Inc.	Contract Maintenance	12/14/2022	1,887.50
0	Phil Weix	P Weix Docking Station, Keyboard &	12/07/2022	174.77
0	Phil Weix	Reimbursement of Purchased Docking	12/14/2022	107.11
0	Time Saver Off Site Secretarial, Inc.	Meeting	11/30/2022	227.00
0	Time Saver Off Site Secretarial, Inc.	Meetings	12/27/2022	580.38
0	US Bank-Non Bank	Years of Service Cards	11/30/2022	2,839.20
0	Xcel Energy	Xcel Billings	12/27/2022	14,540.36
0	Yale Mechanical	City Hall WO	12/14/2022	3,699.42
0	Yale Mechanical	City Hall Boiler	12/21/2022	1,859.90
105317	Anchor Solar Investments, LLC	Solar Leasing	11/30/2022	3,321.76
105322	Craig Rapp, LLC	Annual Leadership Development Prog	11/30/2022	3,000.00
105328	League of MN Cities	John Cockrell Respect @ Work	11/30/2022	30.00
105330	McGough Facility Management, LLC	Management Fee	11/30/2022	3,625.60
105344	St. Paul Pioneer Press	Advertising	11/30/2022	88.36
105381	McGough Facility Management, LLC	Sept Labor	12/07/2022	6,719.63
105384	Metropolitan Courier Corp.	Armoured Car Services	12/07/2022	811.39
105411	AMAZEworks	Workshop #3 Navigating Hard Conver	12/14/2022	3,000.00
105412	API Garage Door	Photo Eye Adjustments	12/14/2022	350.00
105421	Davis Lock & Safe Inc	Operating Supplies	12/14/2022	24.99
105427	Governmentjobs.com, Inc.	Annual Subscription Fee	12/14/2022	3,765.50
105434	Huebsch, Inc.	Contract Maintenance	12/14/2022	1,062.60
105435	Hunt Electric Corp	Electrical Services	12/14/2022	2,185.21
105446	McGough Facility Management, LLC	Professional Services	12/14/2022	7,125.16
105452	NFP Insurance Services, Inc.	BSWIFT Fee	12/14/2022	741.20
105477	Trans Union, LLC	Credit Reports	12/14/2022	97.11
105489	American Mailing Machines	Ink Cartridge	12/21/2022	593.39
105492	API Garage Door	Replace Opener of Police Door	12/21/2022	5,000.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
105505	Cummins Sales and Service	Repairs	12/21/2022	552.38
105528	Linn Building Maintenance	General Cleaning Monthly Invoice	12/21/2022	8,626.00
105546	Zan Associates	Professional Services through Dec 2, 2	12/21/2022	15,189.37
105552	Anchor Solar Investments, LLC	Monthly Pyment	12/27/2022	1,660.88
105579	League of MN Cities	R. Schroeder - Respect @ Work for Er	12/27/2022	15.00
105581	Medsurety LLC	MFSA-DCAP, COBRA	12/27/2022	425.00
105602	St. Paul Pioneer Press	Newspaper Notices	12/27/2022	40.89
105609	The Vernon Company	Mugs	12/27/2022	464.38
		Total for Department: 01 General Government		161,329.10
Department: 02 Public Safety				
0	Alex Air Apparatus, Inc.	Vehicle Maintenance	12/14/2022	1,109.12
0	Ali Joseph El-Hakeem	Training Lunches	12/07/2022	46.11
0	Ancom Technical Center	Batteries	12/21/2022	463.00
0	Century College	Firefighter I Training Mika Lambert	11/30/2022	800.00
0	City of Maplewood	East Metro Training Facility on 10/1/2	12/14/2022	1,300.00
0	City of St. Paul	Radio Shop Maintenance January - Au	12/21/2022	2,159.67
0	Emergency Automotive Tech Inc	Replace strobe light on Squad 2103	12/07/2022	115.53
0	Emergency Automotive Tech Inc	Credit Memo for inovice SVC70109	12/21/2022	2,649.84
0	Emergency Automotive Tech Inc	Inter Under Mirror Light	12/27/2022	16.68
0	Greenhaven Printing	Police Dept business cards Won Chau	12/21/2022	78.66
0	Greenhaven Printing	Fire Department - Sam Baker	12/27/2022	78.69
0	Innovative Office Solutions	Office Supplies	11/30/2022	93.70
0	Jacob Swanson	Tuition Reimbursement	12/27/2022	1,500.00
0	Jeffrey Lopez	Critical Issues in Criminal Justice Syst	12/07/2022	381.00
0	Kevin Johnson	Tuition Reimb	12/27/2022	960.00
0	License Center-Non Bank	2018 MITS OUT PD Vehicle	11/30/2022	14.25
0	Masa Consulting, Inc.	Mental Health Support	12/14/2022	1,800.00
0	Masa Consulting, Inc.	November 2022 Consultation Services	12/21/2022	7,700.00
0	Muska Electric Co	Contract Maintenance	12/14/2022	355.69
0	PERA-Non Bank	12/13 PR adjusmtment	12/13/2022	-6,826.54
0	Sourcewell-Non Bank	Health Insurance Nov	11/30/2022	2,589.50
0	Streicher's	Clothing	12/07/2022	684.92
0	Streicher's	Uniform	12/21/2022	928.88
0	Xcel Energy	Electricty Billings	12/07/2022	3,313.89
0	Xcel Energy	Xcel Billings	12/27/2022	4,790.86
0	Yale Mechanical	Replace Heat Pump Filters and Belts V	12/21/2022	4,785.50
105317	Anchor Solar Investments, LLC	Solar Leasing	11/30/2022	715.36
105323	FARO Technologies	Zone 2D Downloads	11/30/2022	585.00
105341	Rapit Printing	Office Supplies	11/30/2022	605.79
105354	Aspen Mills Inc.	Clothing	12/07/2022	1,145.76
105355	AT&T Mobility	Mobile Phones	12/07/2022	669.04
105366	Corporate Mark, Inc.	Clothing	12/07/2022	59.00
105367	Crime Stoppers of Minnesota	2023 Law Enforcement Partnership Pr	12/07/2022	200.00
105372	Grainger Inc	Operating Supplies	12/07/2022	193.08
105373	Henry Schein, Inc.	Operating Supplies	12/07/2022	177.14
105378	LexisNexis Risk Data Management, Inc	October 2022 Minimum Commitment	12/07/2022	50.00
105385	Minnesota CIT Officers Assoc	4x40 HR CIT Trainings	12/07/2022	3,600.00
105386	Minnesota Occupational Health	B Anderson & K Eckert	12/07/2022	252.00
105391	NMS Labs	Return Specimen/handling	12/07/2022	57.00
105394	Ramsey County	Emergency Communications	12/07/2022	29,021.70
105406	Verizon	Verizon Phone	12/07/2022	4,962.70
105448	MN BCA	Vehicle Fire Investigation Class	12/14/2022	33.25
105449	MN Dept of Labor and Industry	Contract Maintenance	12/14/2022	100.00
105473	TK Elevator Corp.	Contract Maintenance	12/14/2022	490.47
105480	Verizon	Oct-Nov 2022 Phone Bill	12/14/2022	40.01
105493	Aspen Mills Inc.	7 shirts	12/21/2022	299.34
105496	Bio-Tec Emergency Services, LLC	PPE	12/21/2022	150.00
105504	CovertTrack Group, Inc.	CovertCam HD Router	12/21/2022	475.00
105513	GD Industrial Engraving LLC	Removal of lasered engraving	12/21/2022	407.07
105525	Language Line Services	November 2022 over the phone interpı	12/21/2022	90.45
105527	LexisNexis Risk Data Management, Inc	November 2022 Minimum Commitme	12/21/2022	50.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
105528	Linn Building Maintenance	General Cleaning Monthly Invoice	12/21/2022	1,400.00
105529	McKesson Medical-Surgical	Supplies	12/21/2022	86.41
105530	Metro Chief Fire Officers Assn.	Memberships	12/21/2022	500.00
105531	Minnesota Occupational Health	Duxbury and Nelson Review Blood an	12/21/2022	252.00
105532	MN BCA	Online Recertification	12/21/2022	75.00
105539	Ramsey County	Fleet Support Fee for November 2022	12/21/2022	30,221.70
105540	Sonya Eastham Consulting, LLC	Officer Mental Health Check In	12/21/2022	900.00
105544	TransUnion Risk and Alternative	Professional Services	12/21/2022	286.20
105545	University of Minnesota Veterinary Me	Primary Practice Exam	12/21/2022	259.30
105552	Anchor Solar Investments, LLC	Monthly Pyment	12/27/2022	357.68
105554	ATL Leaders International	State Fire Leadership Program	12/27/2022	6,000.00
105564	Comcast	Comcast Business Contract Maint	12/27/2022	112.74
105580	McKesson Medical-Surgical	Vehicle Supplies	12/27/2022	16.20
105583	MN State Fire Chiefs Associati	Mike Wallace - Duluth FOTOS Attend	12/27/2022	285.00
105586	On Time Delivery Service, Inc.	Shipping	12/27/2022	73.81
105588	Performance Plus LLC	Labs - Henderson	12/27/2022	644.25
105606	Twin Cities Transport & Recove	Tow 2006 Mercury Milan	12/27/2022	300.00
		Total for Department: 02 Public Safety		118,088.40

Department: 03 Public Works

0	Certified Laboratories, Inc.	Vehicle Maint - Shop 423	12/27/2022	1,498.03
0	Corporate Connection, Inc.	Clothing	12/14/2022	50.00
0	Crysteel Truck Equipment, Inc.	Vehicle Supplies	11/30/2022	272.70
0	Erickson, Bell, Beckman & Quinn P.A.	Total Disbursements	11/30/2022	1,097.00
0	Erickson, Bell, Beckman & Quinn P.A.	August 31, 2022 Professional Services	12/27/2022	3,893.50
0	Factory Motor Parts, Co.	Warranty Credit FVP65AGMG	11/30/2022	90.76
0	Factory Motor Parts, Co.	Vehicle Supplies	12/14/2022	821.29
0	Factory Motor Parts, Co.	2017 F-250 Coil ASY-SEE L&R	12/27/2022	209.58
0	FleetPride	Vehicle Supplies	11/30/2022	760.48
0	FleetPride	Silicone radiator	12/27/2022	34.74
0	Forest Lake Contracting, Inc.	Light Pole MT Rose @ Twin Lakes Pk	12/21/2022	1,485.62
0	Greenhaven Printing	Printing Business Cards	12/14/2022	71.25
0	MacQueen Equipment	Vehicle Supplies	12/14/2022	95.15
0	Mansfield Oil Company of Gainsville,	Fuel	11/30/2022	11,188.06
0	Mansfield Oil Company of Gainsville,	Fuel	12/14/2022	11,471.85
0	Mansfield Oil Company of Gainsville,	Dyed 70/30 ULS Coldflow	12/27/2022	12,052.46
0	McMaster-Carr	Vehicle Maintenance	11/30/2022	490.80
0	McMaster-Carr	Vehicle Supplies	12/14/2022	95.55
0	Midway Ford Co.	Vehicle Maintenance	12/14/2022	850.86
0	MN Dept of Revenue-Non Bank	Oct Fuel Tax	11/30/2022	203.21
0	Napa Auto Parts	Bulbs	12/27/2022	776.02
0	Ryan N. Johnson	Mileage Reimb	12/27/2022	150.97
0	Xcel Energy	Xcel Billings	11/30/2022	2,535.46
0	Xcel Energy	Electricty Billings	12/07/2022	15,215.10
0	Xcel Energy	Xcel Billings	12/27/2022	2,701.84
0	Zarnoth Brush Works, Inc.	Vehicle Supplies	12/21/2022	2,941.70
105316	Alliant, Inc.	Roseville Soil Testing Project 121-012	11/30/2022	1,237.50
105324	Grainger Inc	Vehicle Supplies	11/30/2022	90.30
105329	Local 49 Training Center	Mike Judd Training	11/30/2022	756.47
105333	Napa Genuine Parts, Co	Vehicle Supplies	11/30/2022	92.83
105338	Precision Landscape & Tree,Inc	Tree and Stump Removal	11/30/2022	6,350.00
105362	CES Imaging	Office Supplies	12/07/2022	40.00
105396	RCM	Emulsion	12/07/2022	2,245.49
105410	Allstate Peterbilt of South St. Paul	Vehicle Maintenance	12/14/2022	17.22
105417	Cintas Corporation	Clothing	12/14/2022	158.56
105420	Compass Minerals America, Inc	QTY: 180 / Road Salt per MN State B	12/14/2022	44,886.42
105428	Grainger Inc	Vehicle Supplies	12/14/2022	32.78
105438	Jeff Belzers Roseville Chrysler Dodge .	Vehicle Maintenance	12/14/2022	1,079.65
105441	Leadership Growth Group, LLC	2023 Leadership Growth Group Series	12/14/2022	600.00
105443	Little Falls Machine, Inc	Vehicle Maintenance	12/14/2022	385.18
105458	Precise MRM, LLC	Operating Supplies	12/14/2022	53.21
105459	Precision Landscape & Tree,Inc	2022 Diseased & Hazard Tree Remova	12/14/2022	6,727.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
105472	Suburban Tire Wholesale, Inc.	Vehicle Maintenance Tires	12/14/2022	5,356.84
105476	Towmaster	Vehicle Maintenance	12/14/2022	192.01
105478	Twin Cities Fountain Services, LLC	Cleaning Services for Aug, Sept, Oct,	12/14/2022	1,025.00
105488	Alliant, Inc.	November 2022 Roseville Soil Testing	12/21/2022	141.55
105501	Compass Minerals America, Inc	QTY: 180 / Road Salt per MN State B	12/21/2022	46,183.66
105557	Bolton & Menk, Inc.	Twin Lakes Station Development PS 1	12/27/2022	2,758.00
105562	Cintas Corporation	Vehicle Supplies	12/27/2022	224.28
105571	Goodyear Tire & Rubber Company	Road Service Reg. 1-Hour	12/27/2022	649.72
105572	Grainger Inc	Vehicle Supplies	12/27/2022	136.68
105574	Jeff Belzers Roseville Chrysler Dodge .	423 Stock - Vehicle Maintenance	12/27/2022	1,350.03
105578	K-Tech Specialty Coating, Inc.	BEET HEET Concentrate	12/27/2022	2,630.01
105587	Parts Alliance North	AC Coolant supply line	12/27/2022	21.06
105591	Precision Landscape & Tree,Inc	Tree Removal	12/27/2022	336.00
105596	Royal Tire, Inc	Tires	12/27/2022	11,444.53
		Total for Department: 03 Public Works		208,255.96
		Total for Fund:100 General Fund		602,161.48

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 103 Contracted Engineering Svcs				
Department: 00 General Function				
0	LINA	Bill Reference - 15688_110122 Accou	11/30/2022	89.37
0	LINA	Dec Life, AD&D and LTD	12/27/2022	89.37
0	Short Elliott Hendrickson, Inc.	Project 163658	12/27/2022	1,998.61
0	Sourcewell-Non Bank	Health Insurance Nov	11/30/2022	1,021.00
105351	Woodcrest Builders	Escrow Refund EC22-013	11/30/2022	1,000.00
105491	Kurt Anderson	Escrow Refund EC21-043	12/21/2022	3,000.00
105497	Bona Management 2211 LLC	Escrow Refund EC22-028	12/21/2022	3,000.00
		Total for Department: 00 General Function		10,198.35
Department: 03 Public Works				
0	US Bank-Non Bank	Oct Terminal Charges	11/30/2022	280.75
		Total for Department: 03 Public Works		280.75
		Total for Fund:103 Contracted Engineering Svcs		10,479.10

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 110 Telecommunications				
Department: 00 General Function				
0	LINA	Bill Reference - 15688_110122 Accou	11/30/2022	30.21
0	LINA	Dec Life, AD&D and LTD	12/27/2022	34.74
0	Sourcewell-Non Bank	Health Insurance Nov	11/30/2022	2,260.50
		Total for Department: 00 General Function		2,325.45
Department: 01 General Government				
105406	Verizon	Verizon Phone	12/07/2022	87.80
		Total for Department: 01 General Government		87.80
		Total for Fund:110 Telecommunications		2,413.25

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 112 IT: Other Agency Operational				
Department: 00 General Function				
0	LINA	Bill Reference - 15688_110122 Accou	11/30/2022	777.07
0	LINA	Dec Life, AD&D and LTD	12/27/2022	791.09
0	Sourcewell-Non Bank	Health Insurance Nov	11/30/2022	17,949.10
		Total for Department: 00 General Function		19,517.26
Department: 01 General Government				
0	Chris Krause	C. Krause 10/5/2022 - 11/16/2022 Mil	12/27/2022	70.58
0	Cologix, Inc	Fiber	12/14/2022	700.00
0	Peter Bauer	11/9/2022 Personal Credit Card Reimb	12/21/2022	124.48
0	Sam Song	S Song Mileage Reimburse from Oct 3	12/21/2022	95.00
0	Sam Song	Mileage Reimb	12/27/2022	45.00
0	SHI International Corp	Multiple Windows Platforms	12/14/2022	720.00
0	SHI International Corp	Office 365 Window Platforms	12/21/2022	52,577.38
0	SHI International Corp	O365GovE3 ShrdSvr	12/27/2022	1,508.00
0	Talon Bradford	Talon Bradford Mileage Reimburseme	12/27/2022	66.88
0	Will Larson	W. Larson 6/2/2022 - 6/30/2022 Milea	12/27/2022	532.05
105318	Anoka County Treasury Office	Dec 2022 Fiber	11/30/2022	400.00
105321	CenturyLink	Phone	11/30/2022	128.86
105348	US Internet Corp.	DNS Hosting	11/30/2022	1.95
105360	BCA	Four Background Checks	12/07/2022	133.00
105361	CenturyLink	Ethernet	12/07/2022	4,539.23
105364	Comcast	Telephone and Recurring Charges	12/07/2022	1,348.72
105404	US Internet Corp.	Contract Maintenance	12/07/2022	1.75
105413	Arvig, Inc.	Fiber	12/14/2022	283.00
105419	Comcast	Internet Charges	12/14/2022	92.87
105436	Hurricane Electric	Transit Service Monthly Fee	12/14/2022	500.00
105450	MNCCC Lockbox	12/1-2 Training Matt Murtha	12/14/2022	800.00
105480	Verizon	Oct-Nov 2022 Phone Bill	12/14/2022	835.04
105483	Zayo Group LLC	Fiber	12/14/2022	5,749.73
105486	2N Systems, LLC	Advantage Ultra Service Plan Galaxy	12/21/2022	4,672.80
105490	AmTrust North America	Workers Comp	12/21/2022	440.00
105498	CenturyLink	Phones	12/21/2022	1,219.69
105499	City of North St. Paul	511 Billing Interconnects	12/21/2022	5,445.00
105512	FRSecure LLC	vCISCO monthly invoice	12/21/2022	3,238.00
105523	Kennedy & Graven, Chartered	October 2022 General Matters	12/21/2022	1,336.00
105534	MRA - The Management Assoc, Inc.	Human Resource Partner Services Nov	12/21/2022	3,858.75
105561	CenturyLink	PSTN-PRI Access/DID Allocation	12/27/2022	132.44
		Total for Department: 01 General Government		91,596.20
		Total for Fund:112 IT: Other Agency Operational		111,113.46

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 113 IT: Other Agency Capital				
Department: 01				
0	SHI International Corp	Wireless Headset	12/14/2022	165.00
		Total for Department: 01		165.00
		Total for Fund:113 IT: Other Agency Capital		165.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 114 IT: Inventory - ALL				
Department: 00				
0	Aercor, Inc.	NetMotion Platform	12/07/2022	764.82
0	Aercor, Inc.	Full access to NetMotion platform and	12/27/2022	1,832.10
105516	Heartland Business Systems, LLC	IT Inventory	12/21/2022	25,271.48
105520	Insight Public Sector, Inc.	Cisco Aironet	12/21/2022	2,277.80
		Total for Department: 00		30,146.20
		Total for Fund:114 IT: Inventory - ALL		30,146.20

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 200 Recreation Fund				
Department: 00 General Function				
0	LINA	Bill Reference - 15688_110122 Accou	11/30/2022	492.61
0	LINA	Dec Life, AD&D and LTD	12/27/2022	503.17
0	MN Dept of Revenue-Non Bank	Oct Sales Tax	11/30/2022	2,989.79
0	Sourcewell-Non Bank	Health Insurance Nov	11/30/2022	10,239.75
		Total for Department: 00 General Function		14,225.32
Department: 04 Recreation				
0	Atsuko Johnson	Baby and Me Hula November	12/14/2022	35.00
0	Cody Shawbold	C. Shawbold November 2022 Mileage	12/14/2022	82.50
0	Daniel Kuch	Community Band Director July - Dece	12/14/2022	1,000.00
0	Daniel Willmus	D Willmus November 2022 Mileage R	12/07/2022	27.56
0	DG Minnesota CS 2021, LLC	Skate Center Solar Gardens Invoice	11/30/2022	819.00
0	DG Minnesota CS 2021, LLC	Skate Center - monthly solar payment	12/27/2022	240.33
0	Fikes, Inc.	Operating Supplies	12/07/2022	439.32
0	Fikes, Inc.	Operating Supplies	12/27/2022	473.51
0	John Brown	John Brown - Union uniform reimburs	12/27/2022	438.34
0	Josh Thygesen	Reimb for personal card purchase	12/27/2022	59.78
0	Metro Volleyball Officials	Officiating	12/14/2022	4,012.00
0	Mood Media, Inc.	November 2022 Recurring Services	12/07/2022	75.00
0	Mood Media, Inc.	December 2022 Recurring Services	12/27/2022	75.00
0	R & R Specialties of Wisconsin, Inc	Spreader, Water, Terry Cloth	12/07/2022	92.05
0	Scott Breuer	Scott Breuer November 2022 Mileage	12/14/2022	87.56
0	Tessa Buschmann	Tessa Buschmann November Mileage	12/07/2022	27.00
0	Voss Lighting	Operating Supplies	12/07/2022	379.20
0	Willie McCray	Score Keeping and Game Officials	12/14/2022	1,314.00
0	Willie McCray	19 games for game official (@$59) an	12/21/2022	1,387.00
0	Willie McCray	19 games for Officals and Scorekeepe	12/27/2022	1,387.00
0	Xcel Energy	Electricty Billings	12/07/2022	19,036.62
0	Xcel Energy	Xcel Billings	12/27/2022	47,869.08
105363	Cities 1	Watts rebuild Kt (RPZ Valve)	12/07/2022	654.32
105375	Ice Sports Industry-ISI	Operating Supplies	12/07/2022	33.00
105376	International Chemtex Corp	Liquid Bromine/Cooling Treatment	12/07/2022	2,110.56
105377	Peter Kenefick	Banquet Room Deposit Refund	12/07/2022	200.00
105387	MN Dept of Labor and Industry	Pressure Vessels	12/07/2022	90.00
105388	MN State Fair	44442 Cattle Barn - Storage	12/07/2022	1,836.00
105389	The MPX Group	Skate Tags Various Colors	12/07/2022	2,041.80
105390	MR Cutting Edge	Professional Services	12/07/2022	632.00
105395	RBBC	1/2 page ad	12/07/2022	150.00
105399	Shamrock Group, Inc.	Operating Supplies	12/07/2022	627.72
105400	SS Design Promotional Products, Inc.	Oval Staff Apparel	12/07/2022	1,355.03
105403	Twin City Filter Service, Inc.	Operating Supplies	12/07/2022	583.96
105405	USTA Northern	Tennis in Your Park	12/07/2022	5,557.50
105418	City of New Brighton	Bell Musemum Day Trip	12/14/2022	636.00
105422	Definitive Technology Solutions, Inc.	Operating Supplies	12/14/2022	130.00
105429	Groth Music	Jingle Bells - Jazz Ensemble	12/14/2022	51.61
105430	Matthew Hankerson	Refund Partial from Craft Fair	12/14/2022	30.00
105437	Inferno Dance	Competition Reg - Small Group	12/14/2022	550.00
105439	Kidcreate Studio	Little Mess Makers Class	12/14/2022	399.00
105447	Midwest Ski Otters	Banquet Room Damage Deposit Refu	12/14/2022	200.00
105453	Nomadics Tipi Makers	20' Lodgepole x17	12/14/2022	1,567.00
105455	On Site Companie-OSSTC	Restroom Rental	12/14/2022	789.00
105479	Universal Athletic Service, Inc.	Operating Supplies	12/14/2022	7,078.80
105480	Verizon	Oct-Nov 2022 Phone Bill	12/14/2022	160.08
105487	AARP	Marietta Booth - AARP Driver Safety	12/21/2022	125.00
105500	The Cleaning Authority, Inc.	November 2022 monthly cleaning	12/21/2022	3,855.60
105507	Definitive Technology Solutions, Inc.	Waste Toner Parks and Rec	12/21/2022	81.13
105515	Groth Music	Symphony No 9 From the New World	12/21/2022	63.95
105528	Linn Building Maintenance	General Cleaning Monthly Invoice	12/21/2022	3,140.00
105535	MRPA	Job Posting	12/21/2022	125.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
105553	Art Spark	Hey Clay! - How do you doodle?	12/27/2022	4,284.00
105572	Grainger Inc	Operating Supplies	12/27/2022	253.27
105584	MR Cutting Edge	Ice Scrapper Blades	12/27/2022	213.00
105594	Revolutionary Sports, LLC	Sport Classes	12/27/2022	6,442.80
105595	Nancy Robbins	Reimbursement for HCF Expenses	12/27/2022	163.43
105601	St. Croix Coffee Tea Company	Hot Choc and Powerade	12/27/2022	873.69
105602	St. Paul Pioneer Press	Newspaper Notices	12/27/2022	118.44
105604	Summit Fire Protection	Semi Annual inspection	12/27/2022	321.75
105611	Watson Company	Concessions	12/27/2022	2,943.59
105613	Zerorez-Minneapolis	3060 Patton Rd	12/27/2022	503.33
		Total for Department: 04 Recreation		130,328.21
		Total for Fund:200 Recreation Fund		144,553.53

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 202 Park Dedication Fund				
Department: 04 Recreation				
0	Erickson, Bell, Beckman & Quinn P.A.	Midland Legacy Estates	12/14/2022	6,232.00
0	Erickson, Bell, Beckman & Quinn P.A.	November 30, 2022 Professional Servi	12/27/2022	368.50
		Total for Department: 04 Recreation		6,600.50
		Total for Fund:202 Park Dedication Fund		6,600.50

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 204 P & R Contract Mantenance				
Department: 00 General Function				
0	LINA	Bill Reference - 15688_110122 Accou	11/30/2022	275.30
0	LINA	Dec Life, AD&D and LTD	12/27/2022	281.55
0	Sourcewell-Non Bank	Health Insurance Nov	11/30/2022	6,101.90
		Total for Department: 00 General Function		6,658.75
Department: 04 Recreation				
0	Corporate Connection, Inc.	Clothing	12/14/2022	641.73
0	Fikes, Inc.	Operating Supplies	12/07/2022	166.20
0	Fikes, Inc.	Operating Supplies	12/27/2022	709.04
0	Tessman Company	Ice Melt 50 - 50lbs bags	12/14/2022	611.00
0	Xcel Energy	Xcel Billings	11/30/2022	5,005.35
0	Xcel Energy	Xcel Billings	12/27/2022	3,713.99
105379	Lightning Disposal, Inc.	Professional Services	12/07/2022	908.58
105392	On Site Companie-OSSTC	Restroom Rental	12/07/2022	605.57
105417	Cintas Corporation	Clothing	12/14/2022	4.90
105454	Oakdale Rental Center	Cleaing Concrete Trailer	12/14/2022	319.00
105459	Precision Landscape & Tree,Inc	Tree Removal	12/14/2022	1,984.50
105479	Universal Athletic Service, Inc.	Operating Supplies	12/14/2022	156.43
105480	Verizon	Oct-Nov 2022 Phone Bill	12/14/2022	390.29
105528	Linn Building Maintenance	General Cleaning Monthly Invoice	12/21/2022	325.00
105562	Cintas Corporation	Clothing	12/27/2022	7.35
105591	Precision Landscape & Tree,Inc	Tree Removal	12/27/2022	560.00
		Total for Department: 04 Recreation		16,108.93
		Total for Fund:204 P & R Contract Mantenance		22,767.68

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 221 Municipal Jazz Band				
Department: 04 Recreation				
0	Glen Newton	Roseville Big Band Director Monthly	12/07/2022	250.00
		Total for Department: 04 Recreation		250.00
		Total for Fund:221 Municipal Jazz Band		250.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 260 Community Development				
Department: 00 General Function				
0	LINA	Bill Reference - 15688_110122 Accou	11/30/2022	613.45
0	LINA	Dec Life, AD&D and LTD	12/27/2022	619.83
0	Sourcewell-Non Bank	Health Insurance Nov	11/30/2022	7,661.17
105456	Panda Express	Refund of Deposit for Permit B21-012	12/14/2022	5,000.00
105511	Frattalone Companies	Construction Deposit Refund	12/21/2022	4,000.00
		Total for Department: 00 General Function		17,894.45
Department: 02 Public Safety				
0	Greenhaven Printing	Community Dev Business Cards	12/21/2022	120.50
0	Innovative Office Solutions	Office Supplies	11/30/2022	55.65
0	Tokle Inspections, Inc.	November 2022 Electrical Inspection I	12/14/2022	6,463.04
0	US Bank-Non Bank	Oct Terminal Charges	11/30/2022	4,346.91
105480	Verizon	Oct-Nov 2022 Phone Bill	12/14/2022	51.93
		Total for Department: 02 Public Safety		11,038.03
Department: 10 Community Development				
0	Thomas Paschke	T Paschke Mileage Reimbursement Ja	12/21/2022	212.93
0	Time Saver Off Site Secretarial, Inc.	Meeting	11/30/2022	286.38
105344	St. Paul Pioneer Press	Advertising	11/30/2022	31.96
105432	HKGi	Roseville Zoning Code Update	12/14/2022	2,820.00
105441	Leadership Growth Group, LLC	2022 Leadership Growth Group Book	12/14/2022	742.43
105602	St. Paul Pioneer Press	Newspaper Notices	12/27/2022	60.16
		Total for Department: 10 Community Development		4,153.86
		Total for Fund:260 Community Development		33,086.34

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 265 License Center				
Department: 00 General Function				
0	LINA	Bill Reference - 15688_110122 Accou	11/30/2022	458.69
0	LINA	Dec Life, AD&D and LTD	12/27/2022	468.63
0	MN Dept of Revenue-Non Bank	Oct Sales Tax	11/30/2022	1,554.32
0	Sourcewell-Non Bank	Health Insurance Nov	11/30/2022	12,343.31
		Total for Department: 00 General Function		14,824.95
Department: 01 General Government				
0	Electro Watchman, Inc.	Programming Charge	12/14/2022	25.00
0	Fikes, Inc.	Operating Supplies	11/30/2022	154.69
0	Fikes, Inc.	Operating Supplies	12/14/2022	64.41
0	Fikes, Inc.	Op Supplies	12/21/2022	24.91
0	Innovative Office Solutions	Office Supplies	11/30/2022	541.71
0	Mary Dracy	Mileage Reimbursement	12/14/2022	220.00
0	Trayce Hennum	Trayce Hennum Notary Stamp Reimbu	12/07/2022	22.48
0	Xcel Energy	Xcel Billings	12/27/2022	862.87
105321	CenturyLink	RV Lic Center Alarm Line	11/30/2022	211.24
105330	McGough Facility Management, LLC	Management Fee	11/30/2022	494.40
105381	McGough Facility Management, LLC	Sept Maintenance	12/07/2022	916.31
105383	MDRA-MN Deputy Registrars Assoc.	MDRA 2023 Annual Membership	12/07/2022	1,100.00
105434	Huebsch, Inc.	Contract Maintenance	12/14/2022	233.72
105446	McGough Facility Management, LLC	Professional Services	12/14/2022	404.10
105528	Linn Building Maintenance	General Cleaning Monthly Invoice	12/21/2022	880.00
105567	Distinctive Window Cleaning Company	Exterior structure glass cleaned outsid	12/27/2022	43.00
		Total for Department: 01 General Government		6,198.84
		Total for Fund:265 License Center		21,023.79

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 282				
Department: 01				
0	SHI International Corp	7 Docking Stations - For Engineering	12/07/2022	2,912.00
0	SHI International Corp	Docking Station	12/27/2022	448.00
		Total for Department: 01		3,360.00
Department: 02				
0	Bluum of Minnesota, LLC	Roll Call Room Updates	12/14/2022	28,386.32
105359	Baycom, Inc. c/o OwnersEdge,Inc.	Toughbook for CAT Team	12/07/2022	2,946.00
105382	McKesson Medical-Surgical	Operating Supplies	12/07/2022	600.00
105397	Regions Hospital	Q3 2022 supply charges pharmacy sto	12/07/2022	1,023.20
105471	Stryker Sales Corporation	Fire ALS	12/14/2022	100,628.86
105542	Stryker Sales Corporation	Fire ALS	12/21/2022	26,191.50
105566	Dell Marketing, L.P.	One Dell 23 Monitor - P2319H	12/27/2022	1,787.61
105603	Stryker Sales Corporation	External Power Cable	12/27/2022	821.82
		Total for Department: 02		162,385.31
Department: 25				
0	Golden Shovel Agency	Professional Services	12/14/2022	50,047.00
		Total for Department: 25		50,047.00
		Total for Fund:282		215,792.31

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 290 Police Forfeiture Fund				
Department: 00 General Function				
0	LINA	Dec Life, AD&D and LTD	12/27/2022	1.89
		Total for Department: 00 General Function		1.89
Department: 02 Public Safety				
105406	Verizon	Verizon Phone	12/07/2022	50.75
105539	Ramsey County	SWAT Equipment and Training	12/21/2022	4,000.00
		Total for Department: 02 Public Safety		4,050.75
		Total for Fund:290 Police Forfeiture Fund		4,052.64

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 295 Police Grants				
Department: 00 General Function				
0	LINA	Bill Reference - 15688_110122 Accou	11/30/2022	1.17
0	LINA	Dec Life, AD&D and LTD	12/27/2022	39.37
0	Sourcewell-Non Bank	Health Insurance Nov	11/30/2022	18.63
		Total for Department: 00 General Function		59.17
		Total for Fund:295 Police Grants		59.17

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 400 Police Vehicle Revolving				
Department: 02 Public Safety				
105494	Axon Enterprise, Inc.	Capital Equipment	12/21/2022	991.20
		Total for Department: 02 Public Safety		991.20
		Total for Fund:400 Police Vehicle Revolving		991.20

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 401 Fire Vehicles Revolving				
Department: 02 Public Safety				
105457	Podany's	Furniture	12/14/2022	3,388.55
105533	Motorola Solutions, Inc.	Audio Accessory remote speaker and c	12/21/2022	571.77
105568	Floors By Becker	Furnish & Deliver Rubber Flooring	12/27/2022	615.00
105589	Podany's	14 Flip Top Tables	12/27/2022	3,658.30
		Total for Department: 02 Public Safety		8,233.62
		Total for Fund:401 Fire Vehicles Revolving		8,233.62

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 403 Public Works Vehicle Revolving				
Department: 03 Public Works				
105335	Newman Signs, Inc.	Equipment	11/30/2022	1,122.20
105451	Newman Signs, Inc.	Traffic Signs	12/14/2022	612.13
105585	Newman Signs, Inc.	Vehicle Stickers	12/27/2022	2,867.36
		Total for Department: 03 Public Works		4,601.69
		Total for Fund:403 Public Works Vehicle Revolving		4,601.69

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 409 Central Svcs Equip Revolving				
Department: 01 General Government				
105368	Definitive Technology Solution, Inc.	Printer/Scanner Lease	12/07/2022	3,195.94
105514	Great American Financial Services	Standard Payment and Meter Rental	12/21/2022	332.00
		Total for Department: 01 General Government		3,527.94
		Total for Fund:409 Central Svcs Equip Revolving		3,527.94

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 410 Building Improvements				
Department: 01 General Government				
0	Electro Watchman, Inc.	Installation of Access Control for Gara	12/07/2022	3,944.13
105326	Hunt Electric Corp	Addition of 8 Lights	11/30/2022	5,798.43
105343	SOS Office Furniture	Furniture	11/30/2022	2,058.50
105347	TruNorth Painting, Inc.	Roseville Police Station Lobby	11/30/2022	1,480.00
105352	Acoustical Concepts	Material and Labor to turn rotate lights	12/07/2022	230.00
105468	SOS Office Furniture	Furniture	12/14/2022	711.50
105481	Vision Woodworking Inc	Solid Surface Wall Cap & Install	12/14/2022	2,215.02
		Total for Department: 01 General Government		16,437.58
		Total for Fund:410 Building Improvements		16,437.58

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 411 Recreation Improvements				
Department: 04 Recreation				
105371	Flagship Recreation	Park Amenities	12/07/2022	9,425.00
105402	Tree Trust	Tree Removals and Plantings	12/07/2022	61,686.84
		Total for Department: 04 Recreation		71,111.84
		Total for Fund:411 Recreation Improvements		71,111.84

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 415 Roseville-John Rose Oval Proje				
Department: 04 Recreation				
105442	Lightning Disposal, Inc.	Waste Disposal	12/14/2022	2,256.76
105495	B32 Engineering Group, Inc.	Roseville Guidant John Rose MN Ova	12/21/2022	5,310.20
105522	Kaiser Manufacturing, Inc.	Lot Speedskating System	12/21/2022	229,439.67
		Total for Department: 04 Recreation		237,006.63
		Total for Fund:415 Roseville-John Rose Oval Proje		237,006.63

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 420				
Department: 04 Recreation				
105402	Tree Trust	Tree Removals and Plantings	12/07/2022	47,200.00
		Total for Department: 04 Recreation		47,200.00
		Total for Fund:420		47,200.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 587 TIF #19 Applewood Point II				
Department: 10				
105408	Ehlers & Associates, Inc.	Various discussions with city and coun	12/08/2022	275.00
		Total for Department: 10		275.00
		Total for Fund:587 TIF #19 Applewood Point II		275.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 591 MSA Program Fund				
Department: 03 Public Works				
105461	Ramsey County	City share of County Rd C Reconstruc	12/14/2022	1,162,212.34
		Total for Department: 03 Public Works		1,162,212.34
		Total for Fund:591 MSA Program Fund		1,162,212.34

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 592 Street Construction - 2022				
Department: 03 Public Works				
0	Bituminous Roadways Inc	22-04 2022 Roseville Pavement Mana	11/30/2022	149,344.59
105461	Ramsey County	Design Engineering Fee	12/14/2022	135,240.09
105474	TKDA Associates	McCarrons Retaining Wall November	12/14/2022	4,146.35
105559	Braun Intertec Corporation	McCarrons Retaining Wall	12/27/2022	4,864.35
		Total for Department: 03 Public Works		293,595.38
		Total for Fund:592 Street Construction - 2022		293,595.38

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 600 Sanitary Sewer				
Department: 00 General Function				
0	LINA	Bill Reference - 15688_110122 Accou	11/30/2022	132.87
0	LINA	Dec Life, AD&D and LTD	12/27/2022	133.98
0	Metropolitan Council	Sewer Activity Summary Report - Nov	12/14/2022	159,909.75
0	Sourcewell-Non Bank	Health Insurance Nov	11/30/2022	1,455.13
		Total for Department: 00 General Function		161,631.73
Department: 05 Sanitary Sewer				
0	Bituminous Roadways Inc	22-04 2022 Roseville Pavement Mana	11/30/2022	1,868.40
0	Bluefin Payment Systems-Non Bank	Oct UB Payments.com Charges	11/30/2022	9,292.31
0	CIT Sewer Solutions	Cty Rd B Utility Improvement	12/14/2022	16,283.15
0	Corporate Connection, Inc.	Clothing	12/14/2022	313.00
0	Corporate Connection, Inc.	Clothing	12/21/2022	133.79
0	Forest Lake Contracting, Inc.	Repair Loop Co B @ Dale St	12/27/2022	632.32
0	Greenhaven Printing	Printing Business Cards	12/14/2022	64.70
0	InfoSend, Inc.	Oct printing, posting, envelope	12/21/2022	3,899.86
0	Metropolitan Council	Waste Water Services	12/14/2022	255,964.10
0	Xcel Energy	Xcel Billings	12/27/2022	1,216.31
105346	Matt Sundberg	City Main Backup Reimbursement	11/30/2022	374.00
105408	Ehlers & Associates, Inc.	Prepare to attend Finance Commission	12/08/2022	1,650.00
105461	Ramsey County	City share of County Rd C Reconstruc	12/14/2022	88,684.92
105485	2277 Roseville West, LLC	PW Storage - Lease Pymnt for Jan 202	12/21/2022	1,671.77
105503	Core & Main LP	Operating Supplies	12/21/2022	400.89
105548	911 Restoration of Minneapolis	Sewage Backup Mit	12/27/2022	8,541.84
105577	KorTerra Inc.	KorWeb Mobile Fee 12/2/2022-12/1/2	12/27/2022	150.00
		Total for Department: 05 Sanitary Sewer		391,141.36
		Total for Fund:600 Sanitary Sewer		552,773.09

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 610 Water Fund				
Department: 00 General Function				
0	LINA	Bill Reference - 15688_110122 Accou	11/30/2022	233.22
0	LINA	Dec Life, AD&D and LTD	12/27/2022	235.30
0	MN Dept of Revenue-Non Bank	Oct Sales Tax	11/30/2022	33,110.32
0	Sourcewell-Non Bank	Health Insurance Nov	11/30/2022	3,421.47
105319	JOSEPH BRADBURY	Refund Check 019334-000, 2832 CH	11/30/2022	50.54
105327	ROBERT KRUDOP	Refund Check 022447-000, 825 GRA	11/30/2022	155.00
105331	VALERIE MCKAY	Refund Check 015106-000, 2840 CH	11/30/2022	460.28
105334	ROBERT NELSON	Refund Check 003278-000, 2589 FIS	11/30/2022	54.53
105337	OPENDOOR	Refund Check 025471-000, 1851 DA	11/30/2022	175.92
105342	DAVID SAGER	Refund Check 002865-000, 2042 ELI	11/30/2022	66.55
105345	BRAIN & ALEXANDRA STARK	Refund Check 021248-000, 984 TRA	11/30/2022	199.83
105350	GLEN WOKER	Refund Check 003018-000, 2186 FUI	11/30/2022	205.98
105356	AX-TC INDUSTRIAL II LLP	Refund Check 016869-000, 2500 WA	12/07/2022	113.35
105357	AX-TC INDUSTRIAL II LLP	Refund Check 016874-000, 2500 WA	12/07/2022	37.67
105358	AX-TC INDUSTRIAL II LLP	Refund Check 016882-000, 2500 WA	12/07/2022	37.67
105365	Copeland Building Corp	Hydrant Meter Refund	12/07/2022	399.75
105370	LLOYD EKEREN	Refund Check 007676-000, 564 RYA	12/07/2022	56.08
105374	Brenda Himrich	Less Tax	12/07/2022	1,599.65
105380	Margolis Co.	Meter Deposit	12/07/2022	699.65
105393	Q3 Contracting, Inc.	Meter Deposit	12/07/2022	1,099.30
105398	Schreiber Mullaney Construction	Meter Desposit Refund	12/07/2022	700.00
105401	Swan Companies	Hydrant Meter Refund	12/07/2022	1,099.65
105407	Welch Construction	Hyrdrant Meter Refund	12/07/2022	700.00
105414	B9 POLAR GATEWAY LLC - IRR	Refund Check 023855-000, 2140 W C	12/14/2022	205.84
105415	MEGAN BREGER	Refund Check 021190-000, 3017 ASH	12/14/2022	305.96
105431	SHARON HILL	Refund Check 005555-000, 226 N MC	12/14/2022	95.45
105464	OTTO SCHMIDT	Refund Check 001179-000, 2857 CH	12/14/2022	31.37
105465	MICK SHAFFER	Refund Check 021893-000, 1129 SKI	12/14/2022	101.42
105484	CHENG ZHENG	Refund Check 014176-000, 2166 FUI	12/14/2022	71.27
105502	KAYLIE CONLIN	Refund Check 022104-000, 2140 AV	12/21/2022	184.31
105508	KAREN ENGHOLM	Refund Check 009810-000, 175 WEV	12/21/2022	59.97
105510	TERENCE & ELSIE FIELD	Refund Check 001982-000, 1136 W C	12/21/2022	17.16
105517	ELMER HELMEN	Refund Check 003232-000, 2566 FEH	12/21/2022	67.49
105519	CLIFTON & GEORGIANA HOLLIST	Refund Check 012653-000, 2200 MII	12/21/2022	140.17
105521	OYEWOLE JOHNSON	Refund Check 020114-000, 1901 RYA	12/21/2022	379.58
105526	MATTHEW LARSON	Refund Check 023703-000, 240 TRA	12/21/2022	129.09
105536	ESSJAY MSPN, LLC	Refund Check 021408-000, 2685 LOI	12/21/2022	240.04
105541	JENNIFER STEPHENS	Refund Check 022779-000, 2857 DEI	12/21/2022	165.73
105543	THARALDSON PROPERTY MANAC	Refund Check 002268-000, 3045 CEI	12/21/2022	2,238.06
105547	2031 OAKCREST LLC	Refund Check 025813-000, 2031 OA	12/27/2022	97.41
105550	JESSE AGUIRRE	Refund Check 011380-000, 1278 SHI	12/27/2022	57.85
105555	B&Z HOMES LLC	Refund Check 025174-000, 1072 SHI	12/27/2022	217.99
105556	MARYANN BARTE	Refund Check 007099-000, 1629 RID	12/27/2022	62.43
105558	MARTIN BOSWELL	Refund Check 021448-000, 1793 LYI	12/27/2022	381.50
105565	CUB FOOD'S	Refund Check 019276-000, 1201 LAI	12/27/2022	190.00
105570	GOOD DOMUS DUO LLC	Refund Check 025695-000, 345 CAP	12/27/2022	107.52
105573	STEPHEN IEZZATTI	Refund Check 021524-000, 2445 AR	12/27/2022	184.44
105575	ELIZABETH & HANNES KAESTNE	Refund Check 017058-000, 1247 RYA	12/27/2022	52.45
105576	GARY KIRCHOF	Refund Check 004542-000, 444 ION	12/27/2022	60.05
105582	RONALD MERRITT	Refund Check 022839-000, 3062 WO	12/27/2022	196.67
105590	GINA PRECIADO	Refund Check 018980-000, 800 W CC	12/27/2022	103.96
105600	JOAN SMEVOLL	Refund Check 007874-000, 436 SEX	12/27/2022	41.66
105605	TIMOTHY TORABPOUR	Refund Check 024346-000, 3014 SH	12/27/2022	388.62
105612	WILLIAM WHITTLES	Refund Check 006748-000, 2460 OX	12/27/2022	157.07
		Total for Department: 00 General Function		51,644.24
Department: 06 Water Fund				
0	Bituminous Roadways Inc	22-04 2022 Roseville Pavement Mana	11/30/2022	3,400.83
0	City of Roseville- Non Bank	Oct City Water Bills	11/30/2022	8,926.27

Check No.	Vendor/Employee	Transaction Description	Date	Amount
0	Ferguson Waterworks #2518	Operating Supplies	11/30/2022	3,937.93
0	Ferguson Waterworks #2518	NEU2E1G1 x3	12/07/2022	2,817.18
0	Ferguson Waterworks #2518	Operating Supplies	12/14/2022	16,787.98
0	Ferguson Waterworks #2518	Operating Supplies	12/21/2022	952.82
0	Gopher State One Call	FTP Tickets	12/14/2022	444.15
0	InfoSend, Inc.	June printing, posting, envelope	12/21/2022	3,899.84
0	T. A. Schifsky & Sons, Inc.	Operating Supplies	12/14/2022	3,581.14
0	T. A. Schifsky & Sons, Inc.	Aggregegate Mizex	12/27/2022	2,484.90
0	The Egan Companies	Holding Traffic Signal Pole	12/14/2022	1,280.00
0	Viking Industrial Center	Clothing	12/14/2022	42.44
0	Xcel Energy	Xcel Billings	11/30/2022	6,893.59
0	Xcel Energy	Xcel Billings	12/27/2022	5,753.53
105325	Holcim-MWR, Inc.	Operating Supplies	11/30/2022	1,943.38
105339	Parker Prose	Overpayment on UB account	11/30/2022	500.00
105340	Q3 Contracting, Inc.	Contract Maintenance	11/30/2022	284.00
105349	Viking Electric Supply, Inc.	Operating Supplies	11/30/2022	30.16
105365	Copeland Building Corp	Hydrant Meter Refund	12/07/2022	-43.34
105374	Brenda Himrich	Water Charges	12/07/2022	-164.73
105380	Margolis Co.	Less Meter Rental	12/07/2022	-44.73
105393	Q3 Contracting, Inc.	Less Water Charges	12/07/2022	-49.46
105401	Swan Companies	Hydrant Meter Refund	12/07/2022	-44.73
105407	Welch Construction	Hyrdrant Meter Refund	12/07/2022	-40.00
105425	Fra-Dor Inc.	Operating Supplies	12/14/2022	50.00
105426	Gary Carlson Equipment, Corp.	Beige Mat	12/14/2022	440.00
105428	Grainger Inc	Operating Supplies	12/14/2022	828.32
105433	Holcim-MWR, Inc.	Operating Supplies	12/14/2022	9,180.20
105460	Q3 Contracting, Inc.	Contract Maintenance	12/14/2022	875.40
105461	Ramsey County	City share of County Rd C Reconstruc	12/14/2022	46,078.44
105466	Shaw Trucking, Inc.	Contract Maintenance	12/14/2022	4,821.25
105470	St. Paul Regional Water Services	St. Paul Regional Water Bill	12/14/2022	400,424.00
105480	Verizon	Oct-Nov 2022 Phone Bill	12/14/2022	280.37
105482	Water Conservation Service, Inc.	Leak Services	12/14/2022	2,243.77
105485	2277 Roseville West, LLC	PW Storage - Lease Pymnt for Jan 202	12/21/2022	1,671.77
105518	Holcim-MWR, Inc.	Road Base	12/21/2022	1,972.49
105537	Northwest Lasers and Instruments, Inc.	Operating supplies	12/21/2022	1,573.00
105549	Advanced Engineering & Environment	Troubshooting SCADA redundancy	12/27/2022	1,015.00
105551	American Water Works Assoc.	Membership Renewal	12/27/2022	2,245.00
105560	Cemstone Products Co, Inc.	Contract Maintenance	12/27/2022	1,168.50
105569	Fra-Dor Inc.	Clean Concrete	12/27/2022	25.00
105577	KorTerra Inc.	KorWeb Mobile Fee 12/2/2022-12/1/2	12/27/2022	150.00
105592	Q3 Contracting, Inc.	Fairview & Oakcrest	12/27/2022	1,342.60
105597	Share Corporation	Work Light	12/27/2022	124.81
105598	Shaw Trucking, Inc.	Kent & Larpentuer	12/27/2022	3,407.50
105607	Twin City Water Clinic, Inc.	Nov Distribution Samples	12/27/2022	680.00
105608	Valley Rich Co., Inc.	Job R220624 12-09	12/27/2022	20,193.41
105610	Water Conservation Service, Inc.	Leak Detections	12/27/2022	2,401.27
		Total for Department: 06 Water Fund		566,765.25
		Total for Fund:610 Water Fund		618,409.49

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 620 Golf Course				
Department: 00 General Function				
0	LINA	Bill Reference - 15688_110122 Accou	11/30/2022	208.56
0	LINA	Dec Life, AD&D and LTD	12/27/2022	208.56
0	MN Dept of Revenue-Non Bank	Oct Sales Tax	11/30/2022	-240.43
0	Sourcewell-Non Bank	Health Insurance Nov	11/30/2022	1,241.33
0	Xcel Energy	Electricty Billings	12/07/2022	-63.92
0	Xcel Energy	Xcel Billings	12/27/2022	-66.46
		Total for Department: 00 General Function		1,287.64
Department: 07 Golf Course				
0	US Bank-Non Bank	Oct Terminal Charges	11/30/2022	906.89
0	Xcel Energy	Electricty Billings	12/07/2022	993.61
0	Xcel Energy	Xcel Billings	12/27/2022	1,033.13
105336	Jerry Niesen	Santa Claus for Event	11/30/2022	425.00
105353	Advantage Town Home Management	Cancelled Room Rental	12/07/2022	180.12
105423	DLL Finance LLC	Prior Late Charges	12/14/2022	10.35
105455	On Site Companie-OSSTC	Restroom Rental	12/14/2022	118.00
105469	Srixon/Cleveland Golf/XXIO	Merchandise for Resale	12/14/2022	212.50
105538	Proforma	Clothing	12/21/2022	1,023.34
105604	Summit Fire Protection	Semi Annual inspection	12/27/2022	295.00
		Total for Department: 07 Golf Course		5,197.94
		Total for Fund:620 Golf Course		6,485.58

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 640 Storm Drainage				
Department: 00 General Function				
0	LINA	Bill Reference - 15688_110122 Accou	11/30/2022	168.43
0	LINA	Dec Life, AD&D and LTD	12/27/2022	174.10
0	Sourcewell-Non Bank	Health Insurance Nov	11/30/2022	3,122.72
		Total for Department: 00 General Function		3,465.25
Department: 08 Storm Water				
0	Bituminous Roadways Inc	22-04 2022 Roseville Pavement Mana	11/30/2022	297,427.34
0	City of St. Paul	Operating Supplies	12/14/2022	133.86
0	InfoSend, Inc.	July printing, posting, envelope	12/21/2022	3,899.86
0	Sandstrom Land Management, LLC	Contract Maintenance	11/30/2022	7,064.97
0	Time Saver Off Site Secretarial, Inc.	Meeting	11/30/2022	227.00
0	Time Saver Off Site Secretarial, Inc.	Meetings	12/27/2022	227.00
0	WSB & Associates, Inc.	North Trail Culvert Design	12/14/2022	1,106.25
0	Xcel Energy	Electricty Billings	12/07/2022	577.79
0	Xcel Energy	Xcel Billings	12/27/2022	949.07
105320	CADlink Technology	Tech Support Case 68698	11/30/2022	75.00
105329	Local 49 Training Center	Mike Judd Training	11/30/2022	1,803.53
105332	MNL	Weed Contol/Mowing	11/30/2022	850.00
105409	PaveDrain, LLC	PaveDrain Arched Block Grey 132 uni	12/08/2022	1,155.00
105416	Capitol Region Watershed District	Contract Maintenance	12/14/2022	7,759.09
105417	Cintas Corporation	Gloves	12/14/2022	210.00
105440	K-Tech Specialty Coating, Inc.	Operating Supplies	12/14/2022	5,579.31
105445	The Lynde Company	Operating Supplies	12/14/2022	88.29
105458	Precise MRM, LLC	Operating Supplies	12/14/2022	816.00
105462	Rice Creek Watershed District	50% of pump cost replacement	12/14/2022	1,347.00
105463	Roadkill Animal Control	November 2022 Roadkill Cleanup	12/14/2022	129.00
105475	Total Control Systems, Inc.	DvDT Filters	12/14/2022	5,098.97
105485	2277 Roseville West, LLC	PW Storage - Lease Pymnt for Jan 202	12/21/2022	1,671.77
105506	Davey Resource Group, Inc.	Maintenance of W Owasso Raingarder	12/21/2022	378.75
105509	Erickson Electric Company, Inc.	DVT Filter for Pumps	12/21/2022	1,033.58
105524	Kevitt Excavating, LLC	Upper Villa Sed Pond Improvements	12/21/2022	17,125.65
105577	KorTerra Inc.	KorWeb Mobile Fee 12/2/2022-12/1/2	12/27/2022	150.00
105593	Ramsey County	Nov Transations	12/27/2022	93.60
		Total for Department: 08 Storm Water		356,977.68
		Total for Fund:640 Storm Drainage		360,442.93

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 650 Solid Waste Recycle				
Department: 00 General Function				
0	LINA	Bill Reference - 15688_110122 Accou	11/30/2022	18.22
0	LINA	Dec Life, AD&D and LTD	12/27/2022	19.75
		Total for Department: 00 General Function		37.97
Department: 09 Recycle				
0	Eureka Recycling	Recycling	12/14/2022	64,046.09
105467	Shred-N-Go, Inc.	Shredding Services	12/14/2022	409.32
105599	Signarama	8"x8" yard signs	12/27/2022	302.09
		Total for Department: 09 Recycle		64,757.50
		Total for Fund:650 Solid Waste Recycle		64,795.47

Check No.	Vendor/Employee	Transaction Description		Date	Amount
Fund: 710 Risk Management					
Department: 00 General Function					
0	Delta Dental Plan of Minnesota/DDMN	Nov Claims		12/14/2022	7,393.43
105563	CNA Surety Direct Bill	V#12760		12/27/2022	100.00
			Total for Department: 00 General Function		7,493.43
			Total for Fund:710 Risk Management		7,493.43

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 723 HRA Operating Fund				
Department: 00 General Function				
0	Center for Energy and Environment	Senior Deferred Loans	12/07/2022	46,911.00
		Total for Department: 00 General Function		46,911.00
		Total for Fund:723 HRA Operating Fund		46,911.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 725 EDA Operating Fund				
Department: 00				
0	Center for Energy and Environment	Senior Deferred Loans - Admin Fees	12/07/2022	2,500.00
0	Golden Shovel Agency	Economic Gateway & Gatekeeper Ser	12/07/2022	1,000.00
0	Jeanne Kelsey	Jeanne Kelsey Expense Reimbursemer	12/21/2022	25.51
0	LINA	Bill Reference - 15688_110122 Accou	11/30/2022	51.97
0	LINA	Dec Life, AD&D and LTD	12/27/2022	53.30
0	Sourcewell-Non Bank	Health Insurance Nov	11/30/2022	1,400.28
105424	Economic Development Association of	EDAM Memberships	12/14/2022	770.00
		Total for Department: 00		5,801.06
		Total for Fund:725 EDA Operating Fund		5,801.06

Check No.	Vendor/Employee	Transaction Description	Date	Amount
		Grand Total		4,712,969.72

REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 10.b

Department Approval

City Manager Approval

Item Description: Approval of Temporary Liquor License

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 application is submitted for consideration:

Temporary Liquor License
Bent Brewstillery
1744 Terrace Dr
Roseville, MN 55113

Bent Brewstillery will be hosting a Winter Luau on January 28, 2023. This is their first event in 2023, their total number of days is 1 out of the limit of 12 for the calendar year.

POLICY OBJECTIVE

Required by City Code

BUDGET IMPLICATIONS

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

RACIAL EQUITY IMPACT SUMMARY

NA

STAFF RECOMMENDATION

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

REQUESTED COUNCIL ACTION

Motion to approve the Temporary Liquor License for Bent Brewstillery.

Prepared by: Katie Bruno, Deputy City Clerk
Attachments: A: Application, Bent Brewstillery

Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 222, St. Paul, MN 55101
651-201-7500 Fax 651-297-5259 TTY 651-282-6555

APPLICATION AND PERMIT FOR A 1 DAY TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE

Name of organization	Date organized	Tax exempt number
Bent Brewstillery	Jun 11, 2011	45-2650832

Address	City	State	Zip Code
1744 Terrace Dr	Roseville	Minnesota	55113

Name of person making application	Business phone	Home phone
Bartley Blume	651-233-3843	

Date(s) of event: 1/28/23

Type of organization: ☒ Club ☐ Charitable ☐ Religious ☐ Other non-profit

Organization officer's name	City	State	Zip Code
Bartley Blume	Roseville	Minnesota	55113
		Minnesota	
		Minnesota	
		Minnesota	

Location where permit will be used. If an outdoor area, describe.
Winter Luau

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

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
West Bend Insurance Company
Aggregate Limit $2,000,000
Each Common $1,000,000

APPROVAL

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

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number
Signature City Clerk or County Official	Approved Director Alcohol and Gambling Enforcement

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

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

REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 10.c

Department Approval

Michelle Pietrick

City Manager Approval

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

BACKGROUND

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

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

POLICY OBJECTIVE

Required under City Code 103.05.

BUDGET IMPLICATIONS

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

RACIAL EQUITY IMPACT SUMMARY

N/A

STAFF RECOMMENDATION

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

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: Joshua Kent, Assistant Finance Director
Attachments: A1: Over $10,000 Items for Purchase or Sale/Trade-in
A2: CIP Project/Initiative summary (if applicable)

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Attachment A-1

General Purchases or Contracts

Division	Vendor	Description	Key	Budget Amount		P.O. Amount	Budget / CIP
Parks & Recreation	Cushman Motor Company	Holder Tractor Sidewalk Machine & Attachments	(a)	$ 165,000		$ 190,262	2023 CIP
Parks & Recreation	MTI	(2) Toro 4000-D Groundsmasters with Components	(b)	$ 160,000		$ 178,964	2023 CIP
Public Works (Storm Fund)	Macqueen Equipment	2023 Elgin Crosswind1 Regenerative Street Sweeper	(c)	$ 300,000		$ 315,404	2023 CIP
Public Works (Water Fund, Sewer Fund, Storm Fund)	AE2s	Telemetry Master PLC Replacement	(d)	$ 100,000	*	$ 32,035	2023 CIP
Public Works (Water Fund)	AE2s	Water Tower Backup Pressure Monitoring	(e)	$ 100,000		$ 14,980	2023 CIP

Key

(a) **This project is to replace #518 a Holder Snow Removal Machine. These machines are necessary to plow sidewalks and pathways. The heavy use of these machines during the winter months in our plowing operation leads to breakdowns and failures as they age. This machine has begun to show significant signs of wear and tear and is essential to our snow removal operation. The current machine will be traded in to offset the deficit of the budgeted amount and actual cost of the new machine. The trade in value is projected to be roughly $30,000.**

(b) **This project is to replace #509 and #513 which are Toro 4000 mowers. These mowers are essential to our mowing operation. These mowers run non-stop during the growing season. The mowers are both 10 years old and showing signs of the end of their useful life. The current mowers will be traded in to offsetting some of the cost for a projected amount of $10,500 each. If ordered now, we hope to have the new machinese delivered prior to the end of the summer of 2023.**

(c) **This project is to replace the 2011 Elgin Crosswind Regenerative Street Sweeper with the 2023 Elgin Crosswind Street Sweeper. It is ergonomically desigend to improve ventilation and visibility for safety. This is the price off of the Minnesota State Bid Contract. The intention is to sell/trade the 2011 Street Sweeper to make up for the difference between actual price of the 2023 Street Sweeper and the budget amount.**

(d) **PLC replacement upgrades update the master controller used to control all SCADA infrastructure. This upgrade will bring this up to the latest technology. It would be funded from multiple funds includeing the Water Fund, Sewer Fund, and the Storm Fund.**

(e) **The water tower pressure monitoring provides additional redundancy to monitor the water tower. This will replace a failed sensor. This project would be completed in conjunction with the water tower painting project as it can only be done when the water tower is out of service later this spring 2023.**

Sale of Surplus Vehicles or Equipment

Division	Description	Key	Est. Sale / Trade-In Amount
Parks & Recreation	Trade/Sale of #518 Holder Snow Removal Machine	(a)	$ 30,000
Parks & Recreation	Trade/Sale of #509 and #513 Toro 4000 Mowers	(b)	$ 21,000
Public Works (Storm Fund)	Trade/Sale of 2011 Elgin Crosswind Regenerative Street Sweeper	(c)	$ 15,000

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ROSEVILLE
Public Works Department

Memo

To: Michelle Pietrick, Finance Director

From: Jesse Freihammer, Public Works Director

Date: January 4, 2023

Re: 2023 SCADA Upgrades

There are two SCADA [project upgrades that are planned for 2023 as follows;

- Telemetry Master PLC Replacement - $32,035.00
    - The PLC replacement upgrades updates the master controller used to control all SCADA infrastructure. The upgrade will bring this us to the latest technology.
    - This would be funded from the following CIP's
        - $4,368.41 from the water fund of which there is $100,000 in the CIP.
        - $17,473.64 from the sewer fund of which there is $100,000 in the CIP.
        - $10,192.95 from the storm fund of which there is $600,000 in the CIP.
- Water Tower Backup Pressure Monitoring - $14,980.00
    - The water tower pressure monitoring provides additional redundancy to monitor the water tower. This will replace a failed sensor. This project would be completed in conjunction with the water tower painting project as it can only be done when the water tower is out of service later this spring.
    - This would be funded by the water fund of which there is $100,000 in the CIP.

These two projects total $47,015.00. Both projects would be done by AE2s who is the City's consultant used for all SCADA projects. Both projects are needed to keep the City's SCADA system operational which in turn keeps the water system operational.

2023 Capital Improvement Plan

Project/Initiative Summary

Department/Division:	**Parks & Recreation**
Project/Initiative Title:	#518 Holder Snow Machine
Budget:	$165,000
Funding Source:	Parks & Rec Vehicle & Equip Fund *(property tax)*
Annual Operating Budget Impact:	[Enter amount here (if applicable)]

Project/Initiative Description:

This project is to replace #518 a Holder Snow Removal Machine. These machines are necessary to plow sidewalks and pathways. The heavy use on these machines during the winter months in our plowing operation leads to breakdowns and failures as they age. This machine has begun to show significant signs of wear and tear and and is essential to our snow removal operation. The current machine will be traded in to offset the cost.

Location:

1140 Woodhill Drive

City of Roseville
Public Works Department

Memo

To: Michelle Pietrick, Finance Director

From: Steve Zweber

CC: Jesse Freihammer, Public Works Director

Date: 1/4/2023

Re: Purchase Justification 2023 Elgin Crosswind1 Regenerative Street Sweeper

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JUSTIFICATION

Our 2011 two engine Elgin Crosswind Regenerative Street Sweeper is at its optimal age and condition to maximize its sale value at its lowest life-cycle cost.

2023 Elgin Crosswind1 one engine Regenerative Street Sweeper is Tier 4 compliant. It is ergonomically designed with improved ventilation and visibility for safety. Minnesota State Bid Contract # 190619 price $315,404.00

$300,000.00 has been budgeted in 2023 Storm Utility CIP.

SALE

Request to list/sell /trade existing 2011 Elgin Crosswind Regenerative Street Sweeper to get maximum value. City staff estimates they will get $15,000-$30,000 for the sale.

Total Amount Requested $315,404.00

Will post existing broom for sale upon projected delivery December 2023

2023 Capital Improvement Plan

Project/Initiative Summary

Department/Division:	**Parks & Recreation**
Project/Initiative Title:	#509 and #513 Toro 4000 Mowers
Budget:	$80,000 each ($160,000 total).
Funding Source:	Parks & Rec Vehicle & Equip Fund *(property tax)*
Annual Operating Budget Impact:	

Project/Initiative Description:

This project is to replace #509 and #513 which are Toro 4000 mowers. These mowers are essential to our mowing operation. These mowers run non-stop during the growing season. The mowers are both 10 years old and showing signs of the end of their useful life. The current mowers will be traded in to offsetting some of the cost. If ordered now, we hope to have the new machines delivered prior to the end of the summer.

Location:

1140 Woodhill Drive

REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 10.d

Department Approval

Michelle Pietrick

City Manager Approval

Item Description: Designation of Official Bank Depositories and Electronic Funds Transfers Authority for 2023

BACKGROUND

State Statute 118 A.2, requires the City to designate official bank depositories for which city funds may be deposited and held for safekeeping. The attached resolution lists those institutions that will be used for various banking services. The institutions are selected on a bid basis.

State Statute 471.38, requires that the City delegate authority to make electronic funds transfers to a designated business administrator or chief financial officer.

Traditionally, the Mayor, City Manager, and Finance Director have been designated as the city's official signatories and the Finance Director has been delegated electronic funds transfer authority.

POLICY OBJECTIVE

The designation of official bank depositories, official bank signatories and authority to make electronic funds transfers is required under State Statute.

BUDGET IMPLICATIONS

N/A

RACIAL EQUITY IMPACT SUMMARY

N/A

STAFF RECOMMENDATION

Staff recommends approval of the attached resolution.

REQUESTED COUNCIL ACTION

Adopt the attached resolution designating the official bank depositories for 2023 and designating the Finance Director Michelle Pietrick the authority to make electronic funds transfers for 2023.

Prepared by: Joshua Kent, Assistant Finance Director
Attachments: A: Resolution designating the official depositories for 2023 and electronic funds transfer authority for 2023
B. Minnesota Statutes 118 A.02 and 471.38

EXTRACT OF MINUTES OF MEETING
OF THE CITY COUNCIL
CITY OF ROSEVILLE
RAMSEY COUNTY, MINNESOTA

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 9th day of January, 2023 at 6:00 p.m.

The following members were present: _____. The following were absent:

Member introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION ON DESIGNATION OF DEPOSITORIES AND ELECTRONIC FUNDS TRANSFERS AUTHORITY

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville that the following banks are designated official depositories for the City of Roseville for 2023.

- US Bank
- BMO Harris Bank

BE IT FURTHER RESOLVED, by the City Council of the City of Roseville does hereby designate official signatories for the City of Roseville for fiscal year 2023:

BE IT FURTHER RESOLVED, by the City Council of the City of Roseville does hereby delegate authority to make electronic funds transfers to the Finance Director for fiscal year 2023.

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

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) SS
COUNTY OF RAMSEY)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 9th day of January, 2023, with the original thereof on file in my office.

WITNESS MY HAND officially as said Manager and the corporate seal of the City this 9th day of January, 2023.

_____

Patrick Trudgeon
City Manager

(SEAL)

118A.02 DEPOSITORIES; INVESTING: SALES, PROCEEDS, IMMUNITY.

Subdivision 1. **Designation; delegation.** (a) The governing body of each government entity shall designate, as a depository of its funds, one or more financial institutions.

(b) The governing body may authorize the treasurer or chief financial officer to:

(1) designate depositories of the funds;

(2) make investments of funds under sections 118A.01 to 118A.06 or other applicable law; or

(3) both designate depositories and make investments as provided in this subdivision.

Subd. 2. **Sale; proceeds; immunity, if loss.** (a) The treasurer or chief financial officer of a government entity may at any time sell obligations purchased pursuant to this section and the money received from such sale, and the interest and profits or loss on such investment shall be credited or charged, as the case may be, to the fund from which the investment was made.

(b) Neither such official nor government entity, nor any other official responsible for the custody of such funds, shall be personally liable for any loss sustained from the deposit or investment of funds in accordance with the provisions of sections 118A.04 and 118A.05.

History: *1996 c 399 art 1 s 3*

471.38 CLAIMS.

Subdivision 1. **Itemization; declaration.** Except as provided in subdivision 2, if an account, claim, or demand against a local government for any property or services can be itemized in the ordinary course of business, the board or officer authorized by law to audit and allow claims shall not audit or allow the claim until the person claiming payment, or the person's agent, provides to the board or officer an itemized list in writing or in an electronic transaction record. By making the claim for payment, the person making the claim is declaring that the account, claim, or demand is just and correct and that no part of it has been paid. The board or officer may in its discretion allow a claim prepared by the clerk or secretary of the board or officer prior to the declaration by the claimant if the declaration is made on the check or order-check by which the claim is paid, as provided in section 471.391, subdivision 2. For the purposes of this section, "local government" means any county, local social services agency, school district, town, or home rule charter city of the second, third, or fourth class, or any park district.

Subd. 2. **Application.** The provisions of this section do not apply to any claim or demand for an annual salary or fees of jurors or witnesses, fixed by law, nor to the salary or wages of any employee whose salary or wages have been fixed on an hourly, daily, weekly or monthly basis, by the governing board of the municipality, and which is now authorized by law to be paid on a payroll basis.

Subd. 3. **Electronic funds transfer.** Electronic funds transfer is the process of value exchange via mechanical means without the use of checks, drafts, or similar negotiable instruments. A local government may make an electronic funds transfer for the following:

(1) for a claim for a payment from an imprest payroll bank account or investment of excess money;

(2) for a payment of tax or aid anticipation certificates;

(3) for a payment of contributions to pension or retirement fund;

(4) for vendor payments; and

(5) for payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund.

Subd. 3a. **Eligibility.** The authorization in subdivision 3 extends only to a local government that has enacted all of the following policy controls:

(a) the governing body shall annually delegate the authority to make electronic funds transfers to a designated business administrator or chief financial officer or the officer's designee;

(b) the disbursing bank shall keep on file a certified copy of the delegation of authority;

(c) the initiator of the electronic transfer shall be identified;

(d) the initiator shall document the request and obtain an approval from the designated business administrator, or chief financial officer or the officer's designee, before initiating the transfer as required by internal control policies;

(e) a written confirmation of the transaction shall be made no later than one business day after the transaction and shall be used in lieu of a check, order check or warrant required to support the transaction;

(f) a list of all transactions made by electronic funds transfer shall be submitted to the governing body at its next regular meeting after the transaction.

History: *(766) RL s 438; 1949 c 416 s 1; 1951 c 350 s 1; 1953 c 50 s 1; 1955 c 312 s 1; 1959 c 56 s 1; 1961 c 5 s 1; 1976 c 44 s 68; 1979 c 334 art 6 s 25; 1986 c 444; 1989 c 329 art 9 s 29; 1994 c 631 s 31; 2001 c 13 s 1; 2017 c 52 s 1*

REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 10.e

Department Approval

City Manager Approval

Item Description: Designate the 2023 Legal Newspaper

BACKGROUND

Minnesota Statute 412.831 requires cities designate a legal newspaper annually for publication of ordinances and other notices.

The city requested information from the Pioneer Press, and Star Tribune.

Newspaper	Pioneer Press	Star Tribune
Cost per column inch	$6.86	$18.96
2022 Rates	$6.58	$14.85
Cost per line	$0.49	$1.58
2022 Rates	$0.47	$1.31
Distribution	(Sunday) 148,697	(Sunday) 753,107
Publication Frequency	Daily	Daily
Access to Archived Affidavits	Yes	Yes

POLICY OBJECTIVE

Required by Statute.

BUDGET IMPLICATIONS

The 2023 budget includes funds for legal notices. In 2022, Roseville spent approximately $2,450 on legal notices.

RACIAL EQUITY IMPACT SUMMARY

NA

STAFF RECOMMENDATION

Motion to designate the Pioneer Press as the legal newspaper for the City of Roseville for 2023.

REQUESTED COUNCIL ACTION

Motion to designate a legal newspaper for the City of Roseville for 2023.

Prepared by: **Katie Bruno, Deputy City Clerk**
Attachments: A. Bids
B. MN Statute 412.831

TwinCities.com
PIONEER PRESS
One West Water Street, Suite 200 St. Paul, MN 55107

Katie Bruno
City of Roseville

Katie –

Thank you for the opportunity to bid on the public notice publications for the City of Roseville.

The Saint Paul Pioneer Press is a Daily Newspaper located in Saint Paul, MN, primarily serving Ramsey, Dakota, Washington, and Anoka counties and Western Wisconsin.

Our Legal Publication rates for all notices for 2023 are as follows:

> $6.86 per column inch per publication *(this = $0.49 per line, there are 14 lines per column inch)

Our circulation number below is for Sunday Full Run, however you can publish a notice any day of the week.

> Full Run – 148,697

*All notices will be published full run.

Deadline to submit a standard text notice is 12pm the day prior to the day you'd like your notice to run. **Friday at 11am** is the deadline to submit a notice running on **Saturday**, **Friday at 4pm** is the deadline to submit a notice running on **Sunday, or Monday**. If your notice includes a chart, graph, map, financial report or any special formatting, the deadline is 12pm **two** days prior to the publication day, and Thursday at 12pm for a Saturday, Sunday, or Monday publish date. All legal notices should be emailed to Emily Kunz/True Lee at Ekunz@pioneerpress.com AND legals@pioneerpress.com after doing so, you'll be sent an email confirming receipt of your information and you'll be contacted shortly. You will be emailed a proof (which includes the cost). An affidavit will be emailed after the notice publishes. *Holidays will have early print deadlines.

Thank you for considering the Saint Paul Pioneer Press as the official legal newspaper for the City of Roseville. Please let me know if you have any questions, we look forward to partnering with you.

Thank you,

Emily Kunz and True Lee – Advertising
ekunz@pioneerpress.com; tlee@pioneerpress.com



From: Deleeuw, Elizabeth
To: Katie Bruno
Subject: Legal Newspaper Bid Request - Star Tribune and Roseville
Date: Tuesday, November 15, 2022 9:21:34 AM
Attachments: image002.png

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

Good morning, Katie.
Thanks for your patience while I confirmed the following rates and information.
For 2023, here are Star Tribune Legal Rates.
Please note that the cost is $1.58/line once Star Tribune becomes Roseville's Designated Newspaper.
Without the designation, the rate is $5.60/line.
Thanks for considering Star Tribune and let me know if you have any questions.
Liz

- 203 General Legals: $5.60 per line per day.
- **203 Designated Newspaper Cities: $1.58/line**
- 210 Probates: $189.00
- 211 Storage Facilities: $1.58/line
- 212 Certificate of Assumed Named: $5.60 per line per day
- 213 Foreclosures: Foreclosures: $730 for 6 days ($230 1st run date, $100 each additional)
    - Summons/PP: $170 per day
- 214 Proposals for Bids: $5.60 per line per day

Thanks,
Liz Deleeuw
Star Tribune Advertising

612.673.7000
placeads@startribune.com

Star Tribune Building | 650 3rd Ave S, Suite #1300 | Minneapolis, MN | 55488

From: Katie Bruno <Katie.Bruno@cityofroseville.com>
Sent: Monday, November 14, 2022 9:20 AM
To: Deleeuw, Elizabeth <Elizabeth.Deleeuw@startribune.com>
Subject: RE: Legal Newspaper Bid Request

412.831 OFFICIAL NEWSPAPER.

The council shall, annually at its first meeting of the year, designate a legal newspaper of general circulation in the city as its official newspaper, in which shall be published such ordinances and other matters as are required by law to be so published and such other matters as the council may deem it advisable and in the public interest to have published in this manner.

History: *1949 c 119 s 100; 1973 c 123 art 2 s 1 subd 2*

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REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item 10.f

Department Approval

City Manager Approval

Item Description: Annual City Sign Permits for 2023

BACKGROUND

The City Council annually approves sign permits for city events held throughout the year by multiple City Departments.

For 2023 the Departments prepared the attached list of signage requirements for the entire year, recognizing that some events may change dates or times slightly.

The signs and displays must adhere to setback provisions, except for directional signage, which may be at the property line.

STAFF RECOMMENDATION

Staff recommends the Council approve the 2023 sign permit for city uses and promotions as listed in the attached summary.

REQUESTED COUNCIL ACTION

By motion, approve the 2023 sign permit for city uses and promotions as listed in the sign summary dated 1-9-23.

Prepared by: Matthew Johnson, Director of Parks and Recreation and other departments as appropriate
Attachments: A: Annual City Temporary Signage 1-9-23

Annual City Temporary Signage 1-9-23

EVENT/ACTIVITY	SIGN DESCRIPTION	LOCATION	TIMING
PR - Rink Attendants Recruitment	• 4 x 4 two sided display	• At 6 warming house locations	• As needed November / Dec
PR - Cedarholm Specials, Rosefest Sign, Tournament signs	• 4 x 8 signs on plywood	• Placed in front along Hamline Ave. • Attached to fence along Hwy 36	• April - October
PR - Discover Your Parks Series	• 4 x 8 signs on plywood	• In front of each scheduled park	• Various locations, May - August
PR - Community Halloween Party	• 4 x 8 sign on plywood • Directional and informational	• HANC • CP Dale Street Arboretum area	• October
PR - Nature Center Special Events Earth Day, Open House, Wild Rice Festival	• 4 x 8 sign • Directional and informational	• HANC	• Periodically February - September
PR - FOR Parks fundraising events	• Directional and informational	• Numerous locations throughout the city	• Select Dates June - November
PR - Passport to Play	• 4 x 8 sign on plywood	• In front of each programmed park	• May - August
PR - Summer Staff Recruitment	• 4 x 8 sign on plywood	• Rotated among parks system-wide	• February - May
PR - Arboretum Special Events Plant Sale	• 4 x 4 two sided display	• Entrance to the Arboretum Parking Lot on Dale Street	• Periodically May - September
PR - Rosefest events including Parade, Run/Roll for the Roses, July 4, Taste of Rosefest	• Traffic information	• Along and near route	• June/July
PR - Holiday Craft Fair/Boutique	• 4 x 8 signs on plywood • Directional and informational	• City Hall, Skating Center • Civic Center and C and Woodhill, • Numerous locations throughout City	• December
PR - Art Series/Art and Craft Show	• 4 x 4 two sided displays • Directional and informational	• Roseville Skating Center • Civic Center and C and Woodhill, entrance to Skating Center • Numerous locations throughout City	• Periodically March - December
PR - Wild Rice Festival	• 4 x 8 signs on plywood • Directional and informational	• HANC • Numerous locations throughout City	• September - October
PR - Summer Special Events at Amphitheatre	• Directional and informational	• Central Park Lexington and Amphitheatre area	• May - August
PR - Tapping Time event	• 4 x 8 signs on plywood • Directional and informational	• HANC Numerous locations throughout City	• March
PR - Skating Center Events	• Directional and informational • Welcome	• Near Campus	• Major Local/State/National/ International events as scheduled
PD - Recruiting Police Reserves	• 5 x 5 two-sided display	• In front of City Hall	• As needed
PD - Family Night Out and Night to Unite	• 4 x 8 signs on plywood	• City Hall and Central Park	• July - August
FD - Fire Prevention Program	• Informational	• Fire Station	• As needed
FD - Fire Dep. Open House/Com. Events	• 4 x 4 two-sided display	• Fire Station	• As needed
LC - Renovation	• 4 x 8 affixed to the building or between two building support poles	• License Center	• TBD

REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 10.g

Department Approval: Janice Gundlach

City Manager Approval: Pamela J. Troglen

Item Description: Consider Appointment of the Building Official as Assistant Weed Inspector for 2023

BACKGROUND

Under Minnesota Statute 18.80, the Mayor shall act as local weed inspector for the City. A municipality may appoint one or more assistants to act on behalf of the appointing authority as a weed inspector for the municipality. The appointed assistant or assistants shall have the power, authority and responsibility of the Mayor in the capacity of weed inspector.
Since 2003, the City Council has appointed the Community Development Department Codes Coordinator/Building Official to act as Assistant Weed Inspector.

POLICY OBJECTIVE

Not applicable.

BUDGET IMPLICATIONS

None.

RACIAL EQUITY IMPACT SUMMARY

Not applicable.

STAFF RECOMMENDATION

Staff recommends the appointment of the Community Development Department's Building Official as the duly authorized and designated Assistant Weed Inspector for calendar year 2023.

REQUESTED COUNCIL ACTION

By motion, adopt the attached resolution appointing the City of Roseville Community Development Department's Building Official as the duly designated Assistant Weed Inspector for calendar year 2023, pursuant to Minnesota Statutes 18.80.

Prepared by: David Englund, Building Official David.englund@cityofroseville.com 651-792-7087
Attachments: A: Resolution
B: 2022 Minnesota State Statute 18.80

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 9th day of January 2023, at 6:00 p.m.

The following members were present:

and the following were absent:

Council Member introduced the following resolution and moved its adoption:

RESOLUTION No.

RESOLUTION APPROVING APPOINTMENT OF ASSISTANT WEED INSPECTOR

WHEREAS, Minnesota State Statute 18.80 Subp. 2, requires the mayor of each city to act as local weed inspector of the municipality; and

WHEREAS, Minnesota State Statute 18.80 Subp. 3, allows a municipality to appoint one or more assistants to act on behalf of the appointing authority as a weed inspector for the municipality; and

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF ROSEVILLE, MINNESOTA the appointment of the City of Roseville Community Development Department's Building Official as Assistant Weed Inspector for the municipality.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member

and upon vote being taken thereon, the following voted in favor:

and the following voted against the same: none.

WHEREUPON said resolution was declared duly passed and adopted.

RESOLUTION APPROVING APPOINTMENT OF ASSISTANT WEED INSPECTOR

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 ____of _____, 202_, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this ___ of _____, 202__.

BY:

_____ Patrick Trudgeon, City Manager

(SEAL)

2022 Minnesota Statutes

18.80 INSPECTORS.

Subdivision 1. **County agricultural inspectors and county-designated employees.** The county board shall either appoint at least one county agricultural inspector to carry out the duties specified under section 18.81, subdivisions 1a and 1b, or a county-designated employee to carry out the duties specified under section 18.81, subdivision 1a. A notice of the appointment of either a county agricultural inspector or county-designated employee must be delivered to the commissioner within 30 days.

Subd. 2. **Local weed inspectors.** The supervisors of each town board and the mayor of each city shall act as local weed inspectors within their respective municipalities.

Subd. 3. **Assistant weed inspectors.** A municipality may appoint one or more assistants to act on behalf of the appointing authority as a weed inspector for the municipality. The appointed assistant or assistants have the power, authority, and responsibility of the town board members or the city mayor in the capacity of weed inspector.

History: *1992 c 500 s 6; 2009 c 94 art 1 s 28*

REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 10.h

Department Approval

City Manager Approval

Item Description: Authorize City Manager to enter into a Memorandum of Understanding with IAFF Local 5051 Recognizing Juneteenth as a Holiday

BACKGROUND

On June 17, 2021 President Biden signed legislation declaring June 19 a federal holiday in acknowledgement of Juneteenth Day. Juneteenth Day commemorates June 19, 1865, when Union soldiers brought news of freedom to enslaved Black people in Galveston, Texas. Juneteenth Day celebrations have occurred ever since 1866, mostly by Black Americans, yet it is a day worthy of commemoration as it represents a critical turning point in American history, not just Black history.

On November 7, 2022 the Roseville City Council declared June 19 an official city recognized holiday. As part of the negotiation process with the various collective bargaining units in the city, several of the 2022 union contracts had provisions that would recognize Juneteenth as a holiday in the collective bargaining agreement if the City Council approved it as an official holiday. The collective bargaining unit represented by the International Association of Firefighters (IAFF), Local 5051 did not have this clause as part of their contract when it was approved.

Staff and representatives from the union have met and agreed to the attached Memorandum of Understanding recognizing Juneteenth as an official holiday and increasing the bank of holiday hours for each employee accordingly.

POLICY OBJECTIVE

As part of the City of Roseville's Community Aspirations, Roseville aspires to be "*Welcoming, inclusive, and respectful"* and *"Engaged in our community's success as citizens, neighbors, volunteers, leaders, and businesspeople"*. Declaring Juneteenth Day as a City holiday is consistent with those aspirations as it will provide an important recognition within the community regarding to the ending of slavery and its continuing impact in American society.

BUDGET IMPLICATIONS

The increase in holiday hours (16 hours/employee) for union members is consistent with the additional holiday hours granted to other union and non-union members. An exact cost impact cannot be calculated at this time due to variables of who is working and who may be called in for emergency work. However, based on union contract, union employees who work on Juneteenth Day holiday would be paid as dictated by their contract (e.g. time and one half).

RACIAL EQUITY IMPACT SUMMARY

According to the 2020 American Community Survey produced by the U.S. Census Bureau, 8% of Roseville's population (2,886 residents) identify as Black. An additional 6.6% identify as two races.

However, the recognition of Juneteenth Day is not merely an opportunity to celebrate a milestone event in Black history, but an opportunity to recognize a critical turning point in American history. It provides context as a considerable and formative part of American history that still informs debates, policies and practices we have today. Juneteenth serves as a celebration of progress made toward freedom and rights, and a reminder of the work still necessary to ensure and equitable future for all.

Juneteenth Day has been celebrated since 1866, however it has not been recognized by Federal, State, and Local governments until recently. The legacy and trauma of slavery continue to directly impact Black individuals and the Black community. The Federal Government, States (including Minnesota), and local governments (including Roseville) have for many years maintained laws, policies, programs, and systems that directly discriminated against black, indigenous, and persons of color (BIPOC) which resulted in significant barriers for members of BIPOC communities to succeed. As an organization, the City of Roseville is on a journey to rectify those wrongs through the creation of a Strategic Racial Equity Action Plan and undertaking tangible efforts. Declaring Juneteenth Day as a City holiday, will provide an opportunity for the community, city employees, and policy makers to reflect on the legacy of slavery and strengthen their commitment to eliminate the continuing systemic inequities in government and society.

STAFF RECOMMENDATION

Staff recommends authorizing the City Manager to enter into a Memorandum of Understanding with IAFF Local 5051 recognizing Juneteenth as an official holiday and increasing the bank of holiday hours for employees recognized under the collective bargaining agreement.

REQUESTED COUNCIL ACTION

Authorize the City Manager to enter into a Memorandum of Understanding with IAFF Local 5051 recognizing Juneteenth as an official holiday and increasing the bank of holiday hours for employees recognized under the collective bargaining agreement.

Prepared by: Rebecca Olson, Assistant City Manager
Attachments: A: Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING

Between

City of Roseville, Minnesota

And

Roseville Firefighters, Local 5051, International Association of Firefighters ("IAFF")

IMPLEMENTATION OF JUNETEENTH IN 2023

The parties hereby agree to the following modification of the collective bargaining agreement between the City of Roseville and Roseville Firefighters, Local 5051, International Association of Firefighters ("IAFF") dated January 1, 2022- December 31, 2023. In recognition of the City Council's action at the November 7, 2022 meeting declaring Junteenth a City recognized holiday beginning in 2023.

The parties agree that beginning January 1, 2023, Article 24 is amended to read:

24.1 Twenty-four (24) hour shift scheduled employees assigned to work 2912 hours annually will receive a bank of two hundred and sixteen (216) holiday hours during the first pay period of each calendar year to be used at the discretion of the employee with the approval of the supervisor. For SHIFT EMPLOYEES hired or terminated throughout the calendar year, the number of paid holidays accrued shall be on a prorated basis of 16.66 hours of regular pay for each completed month worked during the calendar year.

FOR THE CITY

Date: _____ _____

City Manager

Date: _____ _____

Assistant City Manager

FOR THE UNION

Date: _____ _____

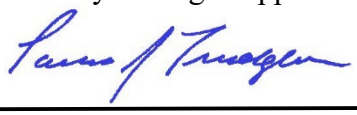
Business Agent/Representative

Date: _____ _____

Union Steward

REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No. : 10.i

Department Approval	City Manager Approval
	

Item Description: Authorization to Seek Donations for Various City Functions and Events

BACKGROUND

The City Council established a policy in February of 1997 requiring Council approval of formal written request for donations to the city. The city has annually requested support from community groups and businesses for several city functions and special events. The activities that the authorization is requested to seek donations for include:

Administration Department

- Spring Volunteer Recognition Banquet
- Fall Volunteer Recognition Banquet
- Fall Wellness Fair

Fire Department

- Community Partnerships for purchase of Vehicles, Supplies, & Equipment
- Cardiac Resuscitation Devices (Monitors, Defibrillators, Automated CPR)
- Explorer supplies and training
- Vial of life project
- EMS Week
- Night to Unite
- Family Night Out
- Animal Rescue
- Fire Department Community Support Fund
- Fire and medical safety and prevention materials & supplies

Parks and Recreation Department

- Tapping Time at Nature Center
- Community Arts Program
- Earth Day
- Summer Concert Series
- Puppet Wagon
- Discover Your Parks
- Cedarholm Events and Leagues
- Rosefest
- July 4th Party in the Park
- Roll in Movies at the OVAL
- Halloween Event
- Holiday Craft Fair

New Year's Eve Event
Wild Rice Festival at HANC
Sweetheart Dance
Superhero Carnival
Recreation Fee Assistance Program

Police Department

Shop with a Cop program
Night to Unite
Family Night Out
Reserve Officer Recognition Dinner
Citizen Park Patrol supplies
Heart Defibrillators
Citizen Academy
Police Explorers- training and supplies
Safety Brochures and Information
K9 Unit
Senior Safety Camp
New American Forum
Community Action Team Outreach
Police Activities League

POLICY OBJECTIVE

The following is the City of Roseville's policy regarding the solicitation of donations. To avoid conflict of interest or appearance of impropriety, the solicitation of donations by city staff is not permitted except by authorization of the City Council. The Council approves all the donations received.

FINANCIAL IMPACTS

Approved donations for these events may result in a budget reduction.

STAFF RECOMMENDATION

Staff recommends the authorization as per city policy for the requesting of donations for the following special events:

Administration Department

Spring Volunteer Recognition Banquet
Fall Volunteer Recognition Banquet
Fall Wellness Fair

Fire Department

Annual Firefighter Recognition Event
Community Partnerships for purchase of Vehicles, Supplies, & Equipment
Cardiac Resuscitation Devices (Monitors, Defibrillators, Automated CPR)
Explorer supplies and training
Vial of life project
EMS Week
Night to Unite
Family Night Out
Animal Rescue

Fire Department Community Support Fund
Fire and medical safety and prevention materials & supplies

Parks and Recreation Department

Tapping Time at Nature Center
Community Arts Program
Earth Day
Summer Concert Series
Puppet Wagon
Discover Your Parks
Cedarholm Events and Leagues
Rosefest
July 4th Party in the Park
Roll in Movies at the OVAL
Halloween Event
Holiday Craft Fair
New Year's Eve Event
Wild Rice Festival at HANC
Sweetheart Dance
Superhero Carnival
Recreation Fee Assistance Program

Police Department

Shop with a Cop program
Night to Unite
Family Night Out
Reserve Officer Recognition Dinner
Citizen Park Patrol supplies
Heart Defibrillators
Citizen Academy
Police Explorers- training and supplies
Safety Brochures and Information
K9 Unit
Senior Safety Camp
New American Forum
Community Action Team Outreach
Police Activities League

REQUESTED COUNCIL ACTION

Motion authorizing the City Manager or his designee to send letters requesting support for:

Administration Department

Spring Volunteer Recognition Banquet
Fall Volunteer Recognition Banquet
Fall Wellness Fair

Fire Department

- Annual Firefighter Recognition Event
- Community Partnerships for purchase of Vehicles, Supplies, & Equipment
- Cardiac Resuscitation Devices (Monitors, Defibrillators, Automated CPR)
- Explorer supplies and training
- Vial of life project
- EMS Week
- Night to Unite
- Family Night Out
- Animal Rescue
- Fire Department Community Support Fund
- Fire and medical safety and prevention materials & supplies

Parks and Recreation Department

- Tapping Time at Nature Center
- Community Arts Program
- Earth Day
- Summer Concert Series
- Puppet Wagon
- Discover Your Parks
- Cedarholm Events and Leagues
- Rosefest
- July 4th Party in the Park
- Roll in Movies at the OVAL
- Halloween Event
- Holiday Craft Fair
- New Year's Eve Event
- Wild Rice Festival at HANC
- Sweetheart Dance
- Superhero Carnival
- Recreation Fee Assistance Program

Police Department

- Shop with a Cop program
- Night to Unite
- Family Night Out
- Reserve Officer Recognition Dinner
- Citizen Park Patrol supplies
- Heart Defibrillators
- Citizen Academy
- Police Explorers- training and supplies
- Safety Brochures and Information
- K9 Unit
- Senor Safety Camp
- New American Forum
- Community Action Team Outreach
- Police Activities League

Prepared by: Matt Johnson, Director of Parks and Recreation and other departments as appropriate

REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 10.j

Department Approval | City Manager Approval

Item Description: Adopt Resolution Approving Agreement with the Minnesota Department of Transportation for Federal Aid Participation

BACKGROUND

The City of Roseville currently has an agreement (No 1029999) executed in 2018 with the Minnesota Department of Transportation (MnDOT) to act as the Local Government's agent when accepting federal funds. This allows MnDOT the ability, as required by the Federal Highway Administration (FHWA), to review all project expenses, bidding requirements, etc. to ensure they meet the requirements of federal funding. MnDOT wants to update this agreement with a new agreement.

The new agreement (Attachment B) would supersede the previous agreement. Pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation must be appointed as Agent of the City of Roseville to accept, as its agent, federal aid funds which may be made available for eligible transportation related projects.

This agreement will allow the City to complete projects with federal funds and meet all requirements from the FHWA on the expenditure of those funds. According to the resolution, the Mayor and the City Manager are hereby authorized and directed for and on behalf of the City to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation Agency Agreement No. 1029999."

The agreement has no expiration date other than a 30-day written notice of either party.

POLICY OBJECTIVE

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

BUDGET IMPLICATIONS

There are no budget impacts associated with this resolution.

RACIAL EQUITY IMPACT SUMMARY

This policy should have no equity impacts since this agreement is not specific to any project.

STAFF RECOMMENDATION

Approve resolution Approving Agreement with the Minnesota Department of Transportation for Federal Aid Participation.

REQUESTED COUNCIL ACTION

Motion to adopt a resolution Approving Agreement with the Minnesota Department of Transportation for Federal Aid Participation.

Prepared by: Jesse Freihammer, Public Works Director
Attachments: A: Resolution
B: 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 9th day of January, 2023, at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

RESOLUTION APPROVING AGREEMENT WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION FOR FEDERAL AID PARTICIPATION

WHEREAS, the City of Roseville has in the past and will in the future receive Federal Highway Administration (FHWA) funds; and

WHEREAS, the Minnesota Department of Transportation has historically acted as the City's agent to accept federal funds for the City; and

WHEREAS, the agreement will be for all FHWA federal aid construction projects that the City receives in the future.

NOW, THEREFORE, BE IT RESOLVED that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of the City of Roseville to accept as its agent, federal aid funds which may be made available for eligible transportation related projects; and

BE IT FURTHER RESOLVED that the Mayor and the City Manager are hereby authorized and directed for and on behalf of the City of Roseville to execute and enter into an agreement with the Commissioner of Transportation prescribing he terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation Agency Agreement No. 1052120" a copy of which said agreement was before the City Council and which is made part hereof by reference.

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

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 9th day of January, 2023, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 9th day of January, 2023.

_____
Patrick Trudgeon, City Manager

DEPARTMENT OF TRANSPORTATION

STATE OF MINNESOTA

AGENCY AGREEMENT

for

FEDERAL PARTICIPATION IN CONSTRUCTION

This Agreement is entered into by and between City of Roseville ("Local Government") and the State of Minnesota acting through its Commissioner of Transportation ("MnDOT").

RECITALS

1. Pursuant to Minnesota Statutes Section 161.36, the Local Government desires MnDOT to act as the Local Government's agent in accepting federal funds on the Local Government's behalf for the construction, improvement, or enhancement of transportation financed either in whole or in part by Federal Highway Administration ("FHWA") federal funds, hereinafter referred to as the "Project(s)"; and

2. This Agreement is intended to cover all federal aid projects initiated by the Local Government and therefore has no specific State Project number associated with it, and

2.1. The Assistance Listing Number (ALN) is 20.205, 20.224, 20.933 or another Department of Transportation ALN as listed on SAM.gov and

2.2. This project is for construction, not research and development.

2.3. MnDOT requires that the terms and conditions of this agency be set forth in an agreement.

AGREEMENT TERMS

1. Term of Agreement; Prior Agreement

1.1. **Effective Date.** This Agreement will be effective on the date that MnDOT obtains all required signatures under Minn. Stat. §16C.05, Subd. 2. This Agreement will remain effective until it is superseded or terminated pursuant to section 14.

1.2. **Prior Agreement.** This Agreement supersedes the prior agreement between the parties, MnDOT Contract Number 1029999.

2. Local Government's Duties

2.1. **Designation.** The Local Government designates MnDOT to act as its agent in accepting federal funds on its behalf made available for the Project(s). Details on the required processes and procedures are available on the State Aid Website.

2.2. **Staffing.**

2.2.1. The Local Government will furnish and assign a publicly employed and licensed engineer, ("Project Engineer"), to be in responsible charge of the Project(s) and to supervise and direct the work to be performed under any construction contract let for the Project(s). In the alternative, where the Local Government elects to use a private consultant for construction engineering services, the Local Government will provide a qualified, full-time public employee of the Local Government to be in responsible charge of the Project(s). The services of the Local Government to be performed hereunder may not be assigned, sublet, or transferred unless the Local Government is notified in writing by MnDOT that such action is permitted under 23 CFR 1.33 and 23 CFR 635.105 and state law. This

written consent will in no way relieve the Local Government from its primary responsibility for performance of the work.

2.2.2. During the progress of the work on the Project(s), the Local Government authorizes its Project Engineer to request in writing specific engineering and/or technical services from MnDOT, pursuant to Minnesota Statutes Section 161.39. Such services may be covered by other technical service agreements. If MnDOT furnishes the services requested, and if MnDOT requests reimbursement, then the Local Government will promptly pay MnDOT to reimburse the state trunk highway fund for the full cost and expense of furnishing such services. The costs and expenses will include the current MnDOT labor additives and overhead rates, subject to adjustment based on actual direct costs that have been verified by audit. Provision of such services will not be deemed to make MnDOT a principal or co-principal with respect to the Project(s).

2.3. **Pre-letting.** The Local Government will prepare construction contracts in accordance with Minnesota law and applicable Federal laws and regulations.

2.3.1. The Local Government will solicit bids after obtaining written notification from MnDOT that the FHWA has authorized the Project(s). Any Project(s) advertised prior to authorization **without permission** will not be eligible for federal reimbursement.

2.3.2. The Local Government will prepare the Proposal for Highway Construction for the construction contract, which will include all federal-aid provisions supplied by MnDOT.

2.3.3. The Local Government will prepare and publish the bid solicitation for the Project(s) as required by state and federal laws. The Local Government will include in the solicitation the required language for federal-aid construction contracts as supplied by MnDOT. The solicitation will state where the proposals, plans, and specifications are available for the inspection of prospective bidders and where the Local Government will receive the sealed bids.

2.3.4. The Local Government may not include other work in the construction contract for the authorized Project(s) without obtaining prior notification from MnDOT that such work is allowed by FHWA. Failure to obtain such notification may result in the loss of some or all of the federal funds for the Project(s). All work included in a federal contract is subject to the same federal requirements as the federal project.

2.3.5. The Local Government will prepare and sell the plan and proposal packages and prepare and distribute any addenda, if needed.

2.3.6. The Local Government will receive and open bids.

2.3.7. After the bids are opened, the Local Government will consider the bids and will award the bid to the lowest responsible bidder or reject all bids. If the construction contract contains a goal for Disadvantaged Business Enterprises (DBEs), the Local Government will not award the bid until it has received certification of the Disadvantaged Business Enterprise participation from the MnDOT Office of Civil Rights.

2.3.8. The Local Government must disclose in writing any potential conflict of interest to the Federal awarding agency or MnDOT in accordance with applicable FHWA policy.

2.4. **Contract Administration.**

2.4.1. The Local Government will prepare and execute a construction contract with the lowest responsible bidder, hereinafter referred to as the “Contractor,” in accordance with the special provisions and the latest edition of MnDOT’s Standard Specifications for Construction when the contract is awarded and all amendments thereto. All contracts between the Local Government and third parties or subcontractors must contain all applicable provisions of this Agreement, including the applicable

federal contract clauses, which are identified in Appendix II of 2 CFR 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, and as identified in Section 18 of this Agreement.

2.4.2. The Project(s) will be constructed in accordance with the plans, special provisions, and standard specifications of each Project. The standard specifications will be the latest edition of MnDOT Standard Specifications for Highway Construction and all amendments thereto. The plans, special provisions, and standard specifications will be on file at the Local Government Engineer's Office. The plans, special provisions, and specifications are incorporated into this Agreement by reference as though fully set forth herein.

2.4.3. The Local Government will furnish the personnel, services, supplies, and equipment necessary to properly supervise, inspect, and document the work for the Project(s). The services of the Local Government to be performed hereunder may not be assigned, sublet, or transferred unless the Local Government is notified in writing by MnDOT that such action is permitted under 23 CFR 1.33 and 23 CFR 635.105 and state law. This written consent will in no way relieve the Local Government from its primary responsibility for performance of the work.

2.4.4. The Local Government will document quantities in accordance with the guidelines set forth in the Construction Section of the Electronic State Aid Manual that are in effect at the time the work was performed.

2.4.5. The Local Government will test materials in accordance with the Schedule of Materials Control in effect at the time each Project was let. The Local Government will notify MnDOT when work is in progress on the Project(s) that requires observation by the Independent Assurance Inspector, as required by the Independent Assurance Schedule.

2.4.6. The Local Government may make changes in the plans or the character of the work, as may be necessary to complete the Project(s), and may enter into Change Order(s) with the Contractor. The Local Government will not be reimbursed for any costs of any work performed under a change order unless MnDOT has notified the Local Government that the subject work is eligible for federal funds and sufficient federal funds are available.

2.4.7. The Local Government will request approval from MnDOT for all costs in excess of the amount of federal funds previously approved for the Project(s) prior to incurring such costs. Failure to obtain such approval may result in such costs being disallowed for reimbursement.

2.4.8. The Local Government will prepare reports, keep records, and perform work so as to meet federal requirements and to enable MnDOT to collect the federal aid sought by the Local Government. Required reports are listed in the MnDOT State Aid Manual, Delegated Contract Process Checklist, available from MnDOT's authorized representative. The Local Government will retain all records and reports and allow MnDOT or the FHWA access to such records and reports for six years.

2.4.9. Upon completion of the Project(s), the Project Engineer will determine whether the work will be accepted.

2.5. **Limitations.**

2.5.1. The Local Government will comply with all applicable Federal, State, and local laws, ordinances, and regulations.

2.5.2. **Nondiscrimination.** It is the policy of the Federal Highway Administration and the State of Minnesota that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance (42 U.S.C. 2000d). Through expansion of the mandate

for nondiscrimination in Title VI and through parallel legislation, the proscribed bases of discrimination include race, color, sex, national origin, age, and disability. In addition, the Title VI program has been extended to cover all programs, activities and services of an entity receiving Federal financial assistance, whether such programs and activities are Federally assisted or not. Even in the absence of prior discriminatory practice or usage, a recipient in administering a program or activity to which this part applies is expected to take affirmative action to assure that no person is excluded from participation in, or is denied the benefits of, the program or activity on the grounds of race, color, national origin, sex, age, or disability. It is the responsibility of the Local Government to carry out the above requirements.

2.5.3. **Utilities.** The Local Government will treat all public, private or cooperatively owned utility facilities which directly or indirectly serve the public and which occupy highway rights of way in conformance with 23 CFR 645 "Utilities", which is incorporated herein by reference.

2.6. **Maintenance.** The Local Government assumes full responsibility for the operation and maintenance of any facility constructed or improved under this Agreement.

3. MnDOT's Duties

3.1. **Acceptance.** MnDOT accepts designation as Agent of the Local Government for the receipt and disbursement of federal funds and will act in accordance herewith.

3.2. **Project Activities.**

3.2.1. MnDOT will make the necessary requests to the FHWA for authorization to use federal funds for the Project(s) and for reimbursement of eligible costs pursuant to the terms of this Agreement.

3.2.2. MnDOT will provide to the Local Government copies of the required Federal-aid clauses to be included in the bid solicitation and will provide the required Federal-aid provisions to be included in the Proposal for Highway Construction.

3.2.3. MnDOT will review and certify the DBE participation and notify the Local Government when certification is complete. If certification of DBE participation (or good faith efforts to achieve such participation) cannot be obtained, then Local Government must decide whether to proceed with awarding the contract. Failure to obtain such certification will result in the Project becoming ineligible for federal assistance, and the Local Government must make up any shortfall.

3.2.4. MnDOT will provide the required labor postings.

3.3. **Authority.** MnDOT may withhold federal funds, where MnDOT or the FHWA determines that the Project(s) was not completed in compliance with federal requirements.

3.4. **Inspection.** MnDOT, the FHWA, or duly authorized representatives of the state and federal government will have the right to audit, evaluate and monitor the work performed under this Agreement. The Local Government will make all books, records, and documents pertaining to the work hereunder available for a minimum of six years following the closing of the construction contract.

4. Time

4.1. The Local Government must comply with all time requirements described in this Agreement. In the performance of this Agreement, time is of the essence.

4.2. The period of performance is defined as beginning on the date of federal authorization and ending on the date defined in the federal financial system or federal agreement ("end date"). **No work completed** after the **end date** will be eligible for federal funding. Local Government must submit all contract close out paperwork to MnDOT at least twenty-four months prior to the **end date**.

5. Payment

5.1. **Cost.** The entire cost of the Project(s) is to be paid from federal funds made available by the FHWA and by other funds provided by the Local Government. The Local Government will pay any part of the cost or expense of the Project(s) that is not paid by federal funds. MnDOT will receive the federal funds to be paid by the FHWA for the Project(s), pursuant to Minnesota Statutes § 161.36, Subdivision 2. MnDOT will reimburse the Local Government, from said federal funds made available to each Project, for each partial payment request, subject to the availability and limits of those funds.

5.2. **Indirect Cost Rate Proposal/Cost Allocation Plan.** If the Local Government seeks reimbursement for indirect costs and has submitted to MnDOT an indirect cost rate proposal or a cost allocation plan, the rate proposed will be used on a provisional basis. At any time during the period of performance or the final audit of a Project, MnDOT may audit and adjust the indirect cost rate according to the cost principles in 2 CFR Part 200. MnDOT may adjust associated reimbursements accordingly.

5.3. **Reimbursement.** The Local Government will prepare partial estimates in accordance with the terms of the construction contract for the Project(s). The Project Engineer will certify each partial estimate. Following certification of the partial estimate, the Local Government will make partial payments to the Contractor in accordance with the terms of the construction contract for the Project(s).

5.3.1. Following certification of the partial estimate, the Local Government may request reimbursement for costs eligible for federal funds. The Local Government's request will be made to MnDOT and will include a copy of the certified partial estimate.

5.3.2. Upon completion of the Project(s), the Local Government will prepare a final estimate in accordance with the terms of the construction contract for the Project(s). The Project Engineer will certify the final estimate. Following certification of the final estimate, the Local Government will make the final payment to the Contractor in accordance with the terms of the construction contract for the Project(s).

5.3.3. Following certification of the final estimate, the Local Government may request reimbursement for costs eligible for federal funds. The Local Government's request will be made to MnDOT and will include a copy of the certified final estimate along with the required records.

5.3.4. Upon completion of the Project(s), MnDOT will perform a final inspection and verify the federal and state eligibility of all payment requests. If the Project is found to have been completed in accordance with the plans and specifications, MnDOT will promptly release any remaining federal funds due the Local Government for the Project(s). If MnDOT finds that the Local Government has been overpaid, the Local Government must promptly return any excess funds.

5.3.5. In the event MnDOT does not obtain funding from the Minnesota Legislature or other funding source, or funding cannot be continued at a sufficient level to allow for the processing of the federal aid reimbursement requests, the Local Government may continue the work with local funds only, until such time as MnDOT is able to process the federal aid reimbursement requests.

5.4. **Matching Funds.** Any cost sharing or matching funds required of the Local Government in this Agreement must comply with 2 CFR 200.306.

5.5. **Federal Funds.** Payments under this Agreement will be made from federal funds. The Local Government is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for failure to comply with any federal requirements including, but not limited to, 2 CFR Part 200. If, for any reason, the federal government fails to pay part of the cost or expense incurred by the Local Government, or in the event the total amount of federal funds is not available, the Local Government will be responsible for any and all costs or expenses incurred under this Agreement. The Local Government further

agrees to pay any and all lawful claims arising out of or incidental to the performance of the work covered by this Agreement in the event the federal government does not pay the same.

5.6. **Closeout.** The Local Government must liquidate all obligations incurred under this Agreement for each Project and submit all financial, performance, and other reports as required by the terms of this Agreement and the Federal award at least twenty-four months prior to the **end date** of the period of performance for each Project. MnDOT will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed. Monitoring of any capital assets acquired with funds will continue following project closeout.

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

7. Authorized Representatives

7.1. MnDOT's Authorized Representative is:

Name: Kristine Elwood, or her successor.

Title: State Aid Engineer

Phone: 651-366-4831

Email: Kristine.elwood@state.mn.us

MnDOT's Authorized Representative has the responsibility to monitor Local Government's performance and the authority to accept the services provided under this Agreement. If the services are satisfactory, MnDOT's Authorized Representative will certify acceptance on each invoice submitted for payment.

7.2. The Local Government's Authorized Representative is:

Name: Jesse Freihammer or their successor.

Title: Roseville City Engineer

Phone: 651-792-7042

Email: jesse.freihammer@cityofroseville.com

If the Local Government's Authorized Representative changes at any time during this Agreement, the Local Government will immediately notify MnDOT.

8. Assignment Amendments, Waiver, and Agreement Complete

8.1. **Assignment.** The Local Government may neither assign nor transfer any rights or obligations under this Agreement without the prior written consent of MnDOT and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.

8.2. **Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.

8.3. **Waiver.** If MnDOT fails to enforce any provision of this Agreement, that failure does not waive the provision or MnDOT's right to subsequently enforce it.

8.4. **Agreement Complete.** This Agreement contains all negotiations and agreements between MnDOT and the

Local Government. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

8.5. **Severability.** If any provision of this Agreement, or the application thereof, is found to be invalid or unenforceable to any extent, the remainder of the Agreement, including all material provisions and the application of such provisions, will not be affected and will be enforceable to the greatest extent permitted by the law.

8.6. **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.

8.7. **Certification.** By signing this Agreement, the Local Government certifies that it is not suspended or debarred from receiving federal or state awards.

9. Liability and Claims

9.1. **Tort Liability.** Each party is responsible for its own acts and omissions and the results thereof to the extent authorized by law and will not be responsible for the acts and omissions of any others and the results thereof. The Minnesota Tort Claims Act, Minnesota Statutes Section 3.736, governs MnDOT liability.

9.2. **Claims.** The Local Government acknowledges that MnDOT is acting only as the Local Government's agent for acceptance and disbursement of federal funds, and not as a principal or co-principal with respect to the Project. The Local Government will pay any and all lawful claims arising out of or incidental to the Project including, without limitation, claims related to contractor selection (including the solicitation, evaluation, and acceptance or rejection of bids or proposals), acts or omissions in performing the Project work, and any *ultra vires* acts. To the extent permitted by law, the Local Government will indemnify, defend (to the extent permitted by the Minnesota Attorney General), and hold MnDOT harmless from any claims or costs arising out of or incidental to the Project(s), including reasonable attorney fees incurred by MnDOT. The Local Government's indemnification obligation extends to any actions related to the certification of DBE participation, even if such actions are recommended by MnDOT.

10. Audits

10.1. Under Minn. Stat. § 16C.05, Subd.5, the books, records, documents, and accounting procedures and practices of the Local Government, or any other party relevant to this Agreement or transaction, are subject to examination by MnDOT and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later. The Local Government will take timely and appropriate action on all deficiencies identified by an audit.

10.2. All requests for reimbursement are subject to audit, at MnDOT's discretion. The cost principles outlined in 2 CFR 200.400-.476 will be used to determine whether costs are eligible for reimbursement under this Agreement.

10.3. If Local Government expends $750,000 or more in Federal Funds during the Local Government's fiscal year, the Local Government must have a single audit or program specific audit conducted in accordance with 2 CFR Part 200.

11. Government Data Practices. The Local Government and MnDOT must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by MnDOT under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Local Government under this Agreement. The civil remedies of Minn. Stat. §13.08 apply to the release of the data referred to in this clause by either the Local Government or MnDOT.

12. Workers Compensation. The Local Government certifies that it is in compliance with Minn. Stat. §176.181, Subd. 2, pertaining to workers' compensation insurance coverage. The Local Government's employees and agents will

not be considered MnDOT employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way MnDOT's obligation or responsibility.

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

14. Termination; Suspension

14.1. **Termination by MnDOT.** MnDOT may terminate this Agreement with or without cause, upon 30 days written notice to the Local Government. Upon termination, the Local Government will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2. **Termination for Cause.** MnDOT may immediately terminate this Agreement if MnDOT finds that there has been a failure to comply with the provisions of this Agreement, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that the Local Government has been convicted of a criminal offense relating to a state agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. MnDOT may take action to protect the interests of MnDOT of Minnesota, including the refusal to disburse additional funds and/or requiring the return of all or part of the funds already disbursed.

14.3. **Termination for Insufficient Funding.** MnDOT may immediately terminate this Agreement if:

14.3.1. It does not obtain funding from the Minnesota Legislature; or

14.3.2. If funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Local Government. MnDOT is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Local Government will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. MnDOT will not be assessed any penalty if the Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. MnDOT will provide the Local Government notice of the lack of funding within a reasonable time of MnDOT's receiving that notice.

14.4. **Suspension.** MnDOT may immediately suspend this Agreement in the event of a total or partial government shutdown due to the failure to have an approved budget by the legal deadline. Work performed by the Local Government during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

15. Data Disclosure. Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Local Government consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to MnDOT, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Local Government to file state tax returns and pay delinquent state tax liabilities, if any.

16. Fund Use Prohibited. The Local Government will not utilize any funds received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a State contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent the Local Government from utilizing these funds to pay any party who might be disqualified or debarred after the Local Government's contract award on this Project.

17. Discrimination Prohibited by Minnesota Statutes §181.59. The Local Government will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Contractor agrees: 1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Contractor, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; 2) That no Contractor, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause 1 of this section, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color; 3) That a violation of this section is a misdemeanor; and 4) That this contract may be canceled or terminated by the state of Minnesota, or any county, city, town, township, school, school district or any other person authorized to contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this Agreement.

18. Federal Contract Clauses

18.1. **Appendix II 2 CFR Part 200.** The Local Government agrees to comply with the following federal requirements as identified in 2 CFR 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, and agrees to pass through these requirements to its subcontractors and third-party contractors, as applicable. In addition, the Local Government shall have the same meaning as "Contractor" in the federal requirements listed below.

18.1.1. Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

18.1.2. All contracts in excess of $10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

18.1.3. Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

18.1.4. Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision

for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

18.1.5. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

18.1.6. Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

18.1.7. Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended - Contracts and subgrants of amounts in excess of $150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

18.1.8. Debarment and Suspension (Executive Orders 12549 and 12689) - A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

18.1.9. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) - Contractors that apply or bid for an award exceeding $100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must

also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

18.1.10. Local Government will comply with 2 CFR § 200.323.

18.1.11. Local Government will comply with 2 CFR § 200.216.

18.1.12. Local Government will comply with 2 CFR § 200.322.

18.2. **Drug-Free Workplace.** The Local Government will comply with the Drug-Free Workplace requirements under subpart B of 49 C.F.R. Part 32.

18.3. **Title VI/Non-discrimination Assurances.** The Local Government hereby agrees that, as a condition of receiving any Federal financial assistance under this Agreement, it will comply with Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. § 2000d), related nondiscrimination statutes (i.e., 23 U.S.C. § 324, Section 504 of the Rehabilitation Act of 1973 as amended, and the Age Discrimination Act of 1975), and applicable regulatory requirements to the end that no person in the United States shall, on the grounds of race, color, national origin, sex, disability, or age be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity for which the Local Government receives Federal financial assistance.

The Local Government hereby agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. If federal funds are included in any contract, the Local Government will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. State may conduct a review of the Local Government's compliance with this provision. The Local Government must cooperate with State throughout the review process by supplying all requested information and documentation to State, making Local Government staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by State.

18.4. **Buy America.** The Local Government must comply with the Buy America domestic preferences contained in the Build America, Buy America Act (Sections 70901-52 of the Infrastructure Investment and Jobs Act, Public Law 117-58) and as implemented by US DOT operating agencies.

18.5. **Federal Funding Accountability and Transparency Act (FFATA)**

18.5.1. This Agreement requires the Local Government to provide supplies and/or services that are funded in whole or in part by federal funds that are subject to FFATA. The Local Government is responsible for ensuring that all applicable requirements, including but not limited to those set forth herein, of FFATA are met and that the Local Government provides information to the MnDOT as required.

a. Reporting of Total Compensation of the Local Government's Executives.

b. The Local Government shall report the names and total compensation of each of its five most highly compensated executives for the Local Government's preceding completed fiscal year, if in the Local Government's preceding fiscal year it received:

i. 80 percent or more of the Local Government's annual gross revenues from Federal procurement contracts and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

ii. $25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and

iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at https://www.sec.gov/answers/execomp.htm).

Executive means officers, managing partners, or any other employees in management positions.

c. Total compensation means the cash and noncash dollar value earned by the executive during the Local Government's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):

i. Salary and bonus.

ii. Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.

iii. Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.

iv. Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.

v. Above-market earnings on deferred compensation which is not tax qualified.

18.5.2. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds $10,000.

18.5.3. The Local Government must report executive total compensation described above to the MnDOT by the end of the month during which this Agreement is awarded.

18.5.4. The Local Government will obtain a Unique Entity Identifier number and maintain this number for the term of this Agreement. This number shall be provided to MnDOT on the plan review checklist submitted with the plans for each Project.

18.5.5. The Local Government's failure to comply with the above requirements is a material breach of this Agreement for which the MnDOT may terminate this Agreement for cause. The MnDOT will not be obligated to pay any outstanding invoice received from the Local Government unless and until the Local Government is in full compliance with the above requirements.

[THE REMAINDER OF THIS PAGE HAS INTENTIONALLY BEEN LEFT BLANK.]

City of Roseville

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

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

By: _____

Title: _____

Date: _____

COMMISSIONER OF ADMINISTRATION

By: _____

Date: _____

REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 10.k

Department Approval | City Manager Approval

Item Description: Adopt a Resolution to Approve 2023 Reapportionment of Assessments

BACKGROUND

Whenever the legal description of property changes, it is necessary to reassign previously levied assessments remaining on the property to the proper frontage or area of the new lot or lots. This is called "Reapportionment of Assessments." This typically happens when a property is subdivided or an easement is recorded on the property. The City Council must approve all reapportionments.

Until 1993, each reapportionment was done with a separate Council Action request and Resolution. The need to process separate reapportionments was very costly and time consuming. In the past, there have been as many as 30 reapportionments in a single year. By adopting one resolution authorizing the Public Works Director to reapportion the assessments, the overall process is streamlined and saves time for the City Council and staff.

POLICY OBJECTIVE

The City Council must approve the reapportionment of levied assessments for property subdivisions. The Engineering staff does the calculations to reapportion the assessments and processes all supporting documentation for each request.

BUDGET IMPLICATIONS

There are no budget impacts associated with this resolution.

RACIAL EQUITY IMPACT SUMMARY

This resolution should have no equity impacts since it is administrative in nature.

STAFF RECOMMENDATION

This system has been used since 1993 and has worked well. It is the staff recommendation to continue this action for 2023.

REQUESTED COUNCIL ACTION

Approval of a resolution authorizing the Public Works Director to reapportion assessments in 2023.

Prepared by: Jesse Freihammer, Public Works Director
Attachments: A: Resolution

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 9th day of January, 2023, at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

RESOLUTION RELATING TO APPORTIONMENT OF ASSESSMENTS FOR THE YEAR 2023

WHEREAS, the assessment rolls for various improvements in the City of Roseville were certified to the County Auditor of the County of Ramsey, and since the certifications, a number of parcels of property contained within said assessment rolls have been divided and conveyed; and

WHEREAS, said division requires that apportionment of the original assessments be made by the City Council of the City of Roseville in order that the proper assessment can be extended by the County Auditor against each parcel of property thereafter; and

WHEREAS, during the year, numerous requests to apportion the original assessments on numerous parcels are received by the City of Roseville; and

WHEREAS, it would be more expedient to allow the Public Works Director, or his assigned staff, to apportion the original assessments in as much as the City Council of the City of Roseville approves all apportionment prepared by city staff when requested.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville that the Public Works Director or his assigned personnel are hereby authorized to make the apportionment of original assessments against all of the requested properties for the year of 2023.

The City Manager of the City of Roseville is hereby authorized to prepare a certified copy of this resolution and to certify the same to the County Auditor of Ramsey County, Minnesota.

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

, , , and Mayor , and the following voted against the same: .

WHEREUPON said resolution was declared, duly passed and adopted.

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, 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 9th day of January, 2023, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 9th day of January, 2023.

_____
Patrick Trudgeon, City Manager

(SEAL)

REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 10.1

Department Approval

City Manager Approval

Item Description: Adopt Resolution in Support of Less Mow May

BACKGROUND

At the November 28, 2022 City Council meeting, City staff presented information to the Council about supporting No Mow May again, similar to 2022. In April 2022, the City Council supported a council member-initiated item to support residents who wish to participate in No Mow May. Local ordinances pertaining to lawn maintenance were temporarily suspended until June 1, 2022. City Council also approved a resolution declaring Roseville as a Pollinator-Friendly Community on June 19, 2017.

Some of the items discussed at the meeting included the following:

- No Mow May is a conservation initiative first popularized by Plantlife, an organization based in the United Kingdom, but which is gaining traction across North America. The goal of No Mow May is to allow grass to grow unmown for the month of May, creating habitat and forage for early season pollinators.
- Benefits of not mowing in May:
    - Lets early spring wildflowers bloom to provide food for emerging and migrating pollinators. Most wildflower seed mixes don't flower early enough to provide early season nectar and pollen resources.
    - Yards not treated by herbicides are more likely to foster "spontaneous growth" of common flowers like dandelion and white clover.
    - Reduces usage and emissions of gas lawn care equipment.
    - Turf grass grows deeper roots and becomes more drought-resistant when mowed less frequently.
- With the environmental benefits of not mowing in May, Community Development staff saw an increase in lawn driven complaints. A few of the issues they faced from No Mow May 2022:
    - Complaints about yards not being mowed, and weeds spreading to neighboring properties.
    - Increased costs to mow properties in late June that were non-responsive after the end of No Mow May.

Council discussed the program and was in support of the No Mow May concept, but recommended staff update the resolution to reflect the less mow May concept that was presented. Council agreed that the mowing ordinance should only be exempted during the month of May. Discussion was also held on educating the public on best practices that can be used to support this initiative.

POLICY OBJECTIVE

The City of Roseville 2040 Comprehensive Plan Chapter 9: Resilience and Environmental Protection. The goal for Environmental Protection is to protect, preserve, and enhance Roseville's water, land, trees, and pollinators for current and future generations. One of Roseville's strategies for pollinators is that the City shall undertake its best efforts to communicate to all Roseville property owners, residents, businesses, institutions and neighborhoods the importance of creating and maintaining pollinator-friendly habitat, and will encourage residents and businesses to use the pollinator-friendly practices.

BUDGET IMPLICATIONS

There are no budget impacts associated with this resolution.

RACIAL EQUITY IMPACT SUMMARY

This policy should have no equity impacts since the resolution allows all residents to voluntarily participate in not mowing lawn areas by exempting portions of the City Code for the month of May.

STAFF RECOMMENDATION

Approve resolution Supporting a Temporary Exception to Section 407 of City Code, Nuisance, in support of "Less Mow May."

REQUESTED COUNCIL ACTION

Motion to adopt a resolution Supporting a Temporary Exception to Section 407 of City Code, Nuisance, in support of "Less Mow May."

Prepared by: Ryan Johnson, Environmental Manager
Attachments: A: Resolution

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 9th day of January, 2023, at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

RESOLUTION SUPPORTING A TEMPORARY EXCEPTION TO SECTION 407 OF CITY CODE, NUISANCE, IN SUPPORT OF 'LESS MOW MAY'

WHEREAS, the City of Roseville is supportive of a temporary exception to City Code, Section 407.02, NUISANCES AFFECTING PUBLIC COMFORT OR REPOSE, allowing homeowners to grow grass in their yards taller than 8 inches during the month of May; and

WHEREAS, insects, especially bees, serve a significant and critical role as pollinators of plants including agricultural plants; and

WHEREAS, the City passed Resolution 11422 DECLARING THE CITY OF ROSEVILLE AS POLLINATOR-FRIENDLY COMMUNITY; and

WHEREAS, the ideal pollinator-friendly habitat is one comprised of mostly native wild flowers, grasses, vines, shrubs, and trees blooming in succession throughout the growing season; and

WHEREAS, the formative period for establishment of pollinator and other insect species and the many songbirds and other urban wildlife species that depend upon them occurs in late spring and early summer as they emerge from dormancy and require flowering plants as crucial foraging habitat; and

WHEREAS, "No Mow May" is a community science initiative that encourages property owners to limit lawn mowing practices during the month of May to provide early season foraging resources for pollinators that emerge in the spring, especially in urban landscapes when few floral resources are available; and

WHEREAS, the City of Roseville would like to increase pollinator-friendly habitat by encouraging pollinator-friendly lawn care practices on their own properties for the month of May during this formative period.

NOW, THEREFORE, BE IT RESOLVED that the City of Roseville recognizes Less Mow May to actively promote and educate the community about the critical period of pollinator emergence, generation of crucial pollinator-supporting habitat and early spring foraging opportunities; and

BE IT FURTHER RESOLVED that for the duration of the month of May, the City of Roseville shall suspend the enforcement of City Code, Section 407.02, NUISANCES AFFECTING PUBLIC COMFORT OR REPOSE, and voluntarily delay homeowner lawn care practices until June, allowing pollinator species to emerge and early flowering grasses and forbs to establish, which may result in ground-cover exceeding established ordinance height restrictions; and

BE IT FURTHER RESOLVED that during the month of May, the City of Roseville shall not issue citations or abatement actions for excess grass height.

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

WHEREUPON said resolution was declared duly passed and adopted

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 9th day of January, 2023, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 9th day of January, 2023.

_____
Patrick Trudgeon, City Manager